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| The International Teleocmmunication Union - Connecting the World. | | | **Union internationale des télécommunications**  **Bureau de la Normalisation des Télécommunications** | |  |
|  |  | | Genève, le 6 décembre 2018 | |
| Réf.: | **Lettre collective TSB 7/13**  CE 13/TK | | – Aux administrations des Etats Membres de l'Union;  – Aux Membres du Secteur UIT-T;  – Aux Associés de l'UIT-T participant aux travaux de la Commission d'études 13;  – Aux établissements universitaires participant aux travaux de l'UIT | |
| Tél.: | +41 22 730 5126 | |
| Fax: | +41 22 730 5853 | |
| Courriel: | [tsbsg13@itu.int](mailto:tsbsg13@itu.int) | |
| Web: | [http://www.itu.int/go/tsg13](https://www.itu.int/fr/ITU-T/studygroups/2017-2020/13/Pages/default.aspx) | |
| **Objet:** | **Réunion de la Commission d'études 13: Victoria Falls (Zimbabwe),** **4-14 mars 2019** | | | |

Madame, Monsieur,

J'ai l'honneur de vous informer qu'à l'aimable invitation de la Postal and Telecommunications Regulatory Authority of Zimbabwe (POTRAZ), la Commission d'études 13 (*Réseaux futurs, en particulier les IMT-2020, l'informatique en nuage et les infrastructures de réseau de confiance*) se réunira à Victoria Falls (Zimbabwe), du 4 au 14 mars 2019 inclus.

J'attire votre attention sur deux nouveautés importantes: l'inscription à une réunion doit désormais être validée par le coordonnateur responsable et les procédures de demande de bourses et d'obtention de visas ont été modifiées. Veuillez vous reporter à l'**Annexe A** et à la [Circulaire TSB 68](https://www.itu.int/md/T17-TSB-CIR-0068/fr) pour plus de renseignements.

Les documents, les modalités de participation à distance et d'autres informations connexes peuvent être consultés sur la page d'accueil de la [commission d'études](https://www.itu.int/fr/ITU-T/studygroups/2017-2020/13/Pages/default.aspx).

La réunion s'ouvrira à 9 h 30 le premier jour. L'enregistrement des participants débutera à 8 h 30. L'attribution quotidienne des salles de réunion sera affichée sur le lieu de la réunion et sera disponible en ligne [ici](http://handle.itu.int/11.1002/apps/meeting-rooms).

Principales échéances:

|  |  |
| --- | --- |
| 4 janvier 2019 | – [Soumission des contributions des Membres de l'UIT‑T](http://itu.int/net/ITU-T/ddp/) pour lesquelles une traduction est demandée. |
| 21 janvier 2019 | – Soumission des demandes de bourses (au moyen du formulaire d'inscription en ligne; voir l'**Annexe A**) |
| 4 février 2019 | – Inscription préalable (au moyen du formulaire d'inscription en ligne disponible sur la page d'accueil de la commission d'études)  – Soumission des demandes de lettres pour faciliter l'obtention du visa (au moyen du formulaire d'inscription en ligne; voir l'**Annexe A**) |
| 19 février 2019 | – [Soumission des contributions des Membres de l'UIT‑T (au moyen du système direct de publication des documents en ligne)](http://itu.int/net/ITU-T/ddp/) |

Des informations concernant le fonctionnement de la réunion sont données dans l'**Annexe A**. Un projet d'**ordre du jour** de la réunion, établi par le Président de la CE 13, M. Leo Lehmann (Suisse), et un **projet de calendrier**, élaboré par l'équipe de direction de la CE 13, figurent dans les **Annexes B et C**. Les modifications apportées ultérieurement à ce calendrier seront publiées sur le [site web](https://www.itu.int/fr/ITU-T/studygroups/2017-2020/13/Pages/default.aspx) de la Commission d'études 13 en tant que révision du Document [TD142/PLEN](https://www.itu.int/md/T17-SG13-190304-TD-PLEN-0142/en). Des renseignements supplémentaires à l'intention des participants à la réunion figurent dans l'**Annexe D**.

Je vous souhaite une réunion constructive et agréable.

Veuillez agréer, Madame, Monsieur, l'assurance de ma considération distinguée.

|  |  |
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| *(signé)*  Chaesub Lee Directeur du Bureau de la normalisation  des télécommunications | This QR code redirects to the latest meeeting information at: http://handle.itu.int/11.1002/groups/sg13  CE 13 de l'UIT-T |
| Informations les plus récentes concernant la réunion |

**Annexes**: 4

**Annexe A**

Informations concernant le fonctionnement de la réunion

**MÉTHODES DE TRAVAIL ET INSTALLATIONS**

**SOUMISSION DES DOCUMENTS ET ACCÈS**:La réunion se déroulera sans document papier. Les contributions des Membres doivent être soumises au moyen du [système direct de publication des documents en ligne](http://itu.int/net/ITU-T/ddp/); les projets de document temporaire (TD) doivent être soumis par courrier électronique au secrétariat de la commission d'études en utilisant le [gabarit approprié](https://www.itu.int/en/ITU-T/studygroups/Pages/templates.aspx). Les documents de réunion sont accessibles depuis la page d'accueil de la commission d'études, et l'accès est réservé aux Membres de l'UIT‑T/[titulaires d'un compte TIES](http://www.itu.int/TIES/).

**LANGUE DE TRAVAIL**: La réunion se déroulera uniquement en anglais.

Des équipements de **RÉSEAU LOCAL SANS FIL** et un accès à l'Internet seront mis à disposition sur le lieu de réunion.

**INSCRIPTION** **PRÉALABLE, BOURSES ET DEMANDE DE VISA**

**INSCRIPTION PRÉALABLE**:L'inscription préalable est obligatoire et doit se faire en ligne depuis la page d'accueil de la commission d'études **au moins un mois avant le début de la réunion**. Comme indiqué dans la [Circulaire TSB 68](https://www.itu.int/md/T17-TSB-CIR-0068/fr), dans le cadre du nouveau système d'inscription, le coordonnateur responsable doit approuver toutes les demandes d'inscription. Les membres sont invités à inclure des femmes dans leurs délégations chaque fois que cela est possible.

Les **NOUVEAUX DÉLÉGUÉS** sont invités à assister à une séance d'information qui leur est destinée, portant sur les activités de l'UIT-T et de la Commission d'études 13 (le calendrier indiquant les dates et heures précises figure dans l'**Annexe C**). Un guide rapide pour les nouveaux délégués est disponible [ici](https://www.itu.int/en/ITU-T/info/Documents/ITU-T-Newcomer-Guide.pdf).

**BOURSES**: Deux bourses partielles par administration pourront être accordées, en fonction des ressources financières disponibles, afin de faciliter la participation des pays en développement. Dans le cadre du nouveau système d'inscription, les formulaires de demande de bourse seront envoyés aux délégués ayant coché la case correspondante du formulaire d'inscription. **Les demandes de bourse doivent parvenir au plus tard le 21 janvier 2019; il est par ailleurs vivement recommandé de s'inscrire à la manifestation et d'engager le processus de demande au moins sept semaines avant la réunion**. Veuillez noter que les critères sur la base desquels il est décidé d'attribuer une bourse sont les suivants: budget disponible à l'UIT; participation active, et notamment soumission de contributions écrites; répartition équitable entre les pays et les régions; inclusion de délégués handicapés et parité hommes‑femmes.

**DEMANDE DE VISA**: Cette réunion étant organisée hors de Suisse, les demandes d'assistance pour l'obtention d'un visa doivent être adressées directement à l'organisme hôte. Des instructions figurent dans l'**Annexe D.**

ANNEX B

Draft agenda for the plenary meetings of Study Group 13  
(Victoria Falls, Zimbabwe, 4-14 March 2019)

NOTE ‒ Updates to the agenda can be found in [[TD141/PLEN](https://www.itu.int/md/T17-SG13-190304-TD-PLEN-0141/en)].

1 Opening of the meeting

2 Welcome remarks by the Postal and Telecommunications Regulatory Authority of Zimbabwe ([POTRAZ](http://www.potraz.gov.zw/)), SG13 Chairman and TSB

3 Chairman’s comments and key objectives for this meeting

4 Approval of the agenda

5 Brief reports on activities since the July 2018 Study Group 13 meeting

5.1 TSAG (10-14 December 2018)

5.2 FG ML5G (8-10 August and 27-29 November 2018)

5.3 FG NET2030 (3-4 October, 19-20 December 2018 and 19-20 February 2019)

5.4 JCA-IMT2020 (18 September and 9 October 2018)

5.5 WP1/13, WP2/13 and WP3/13 meetings (2 November 2018)

5.6 Rapporteur activities

5.7 Workshops

5.8 Recommendation approvals

5.9 Others as identified

6 Organization of the work

6.1 Objectives and guidelines for the meetings of working parties and ad-hoc groups

6.2 Bridging the Standardization Gap - Questionnaires

6.3 Review of *the Ad-hoc group on Guidelines for development of technical Recommendations* operation

6.4 Review the SG13 action plan for IMT-2020

6.5 Approval of the work plan for the meeting

6.6 Document allocation

6.7 Left-overs from the previous meeting - Y.2774, Y.qos-ml-arc, Y.MLN-Fr

6.8 Conduct and facilities available for the meeting

7 Documents addressed to the plenary

8 Approval of outgoing Liaison Statements

9 Approval of working party reports

10 Rapporteur appointments, other nominations, if required

11 Consideration of approval of Recommendations in accordance with Recommendation ITU-T A.8, if any

12 Applying the approval procedure for draft Recommendation ITU-T Y.2774 under provisions of WTSA-16 Resolution 1

13 Initiation of approval procedures for draft Recommendations under provisions of Recommendation ITU‑T A.8

14 Approval of other texts (Appendices, Supplements, ...), if any

15 Updating of the Study Group 13 work programme and agreement on the new work

16 Approval of correspondence and interim activities

17 Liaison and interaction with other groups

18 Planning for the participation of Study Group 13 at workshops and seminars

19 Future activities

20 Miscellaneous

21 Closing of the meeting

ANNEX C

Study Group 13 meeting draft time plan,  
Victoria Falls, Zimbabwe, 4-14 March 2019 (first week)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | **Monday 4 March** | | | | | | | **Tuesday 5 March** | | | | | | | **Wednesday 6 March** | | | | | | | **Thursday 7 March** | | | | | | | **Friday 8 March** | | | | | | | |
| 0 | 1 | 2 | Image result for knife and fork symbol | 3 | 4 | 5 | 0 | 1 | 2 | Image result for knife and fork symbol | 3 | 4 | 5 | 0 | 1 | 2 | Image result for knife and fork symbol | 3 | 4 | 5 | 0 | 1 | 2 | Image result for knife and fork symbol | 3 | 4 | 5 | 0 | 1 | 2 | Image result for knife and fork symbol | 3 | 4 | 5 | |
| **PLEN/13** |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **WP3/13** |  |  |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **Q1/13** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x |  |  |  |  |  |  |  |  | x | x |  | |
| **Q2/13** |  |  |  |  |  | x |  |  |  |  |  | x | x |  |  |  |  |  | x | x |  |  |  |  |  | x | x |  |  |  |  |  |  |  |  | |
| **Q5/13** |  |  |  |  |  |  |  |  | R | R |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | R | R |  |  |  |  | |
| **Q16/13** |  |  |  |  |  | x |  |  | x | x |  | x | x |  |  |  |  |  | x | x |  |  | x | x |  | x | x |  |  | x | x |  |  |  |  | |
| **WP2/13** |  |  |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **Q7/13** |  |  |  |  |  | x |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  | x | x |  |  |  |  |  | x | x |  |  |  |  | |
| **Q17/13** |  |  |  |  |  | x |  |  |  |  |  |  |  |  |  | x | x |  |  |  |  |  |  |  |  | x | x |  |  | **J** |  |  | x | x |  | |
| **Q18/13** |  |  |  |  |  |  |  |  | x | x |  |  |  |  |  |  |  |  | x | x |  |  |  |  |  |  |  |  |  | **J** | x |  |  |  |  | |
| **Q19/13** |  |  |  |  |  |  |  |  |  |  |  | x | x |  |  |  |  |  |  |  |  |  | x | x |  |  |  |  |  | **J** |  |  |  |  |  | |
| **WP1/13** |  |  |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **Q6/13** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x |  |  |  |  |  |  |  |  | x |  |  |  |  |  |  | x | x |  | |
| **Q20/13** |  |  |  |  |  | x |  |  | x | x |  | x | x |  |  | x | x |  | x | x |  |  |  |  |  |  |  |  |  | x | x |  | x |  |  | |
| **Q21/13** |  |  |  |  |  | x |  |  | x | x |  | x |  |  |  |  | x |  | x | x |  |  |  | x |  | x |  |  |  |  |  |  |  | x |  | |
| **Q22/13** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x |  |  |  | x | x |  | x | x |  | |
| **Q23/13** |  |  |  |  |  |  |  |  | x | x |  |  |  |  |  |  |  |  | x | x |  |  | x | x |  |  |  |  |  | x | x |  |  |  |  | |
| **Other activities** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **Newcomers sessions** |  |  |  |  |  |  |  |  |  |  | x**1** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **Ad-hoc on guidelines for tech. Recs** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x**1** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **JCA-IMT2020** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x |  |  |  |  |  |  |  |  | |
| **Sessions times:** 0 - 0830-0930; 1 - 0930-1045; 2 - 1115-1230; Lunch (Lu) - 1230-1430; 3 - 1430-1545; 4 - 1615-1730; 5 - 1800-1930 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Key**: 📹 – Webcast; R – Remote participation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Study Group 13 meeting draft time plan,  
Victoria Falls, Zimbabwe, 4-14 March 2019 (second week)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Monday 11 March** | | | | | | | **Tuesday 12 March** | | | | | | | **Wednesday 13 March** | | | | | | | **Thursday 14 March** | | | | | | |
| 0 | 1 | 2 | Image result for knife and fork symbol | 3 | 4 | 5 | 0 | 1 | 2 | Image result for knife and fork symbol | 3 | 4 | 5 | 0 | 1 | 2 | Image result for knife and fork symbol | 3 | 4 | 5 | 0 | 1 | 2 | Image result for knife and fork symbol | 3 | 4 | 5 |
| **PLEN/13** |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x |  | x | x |  |
| **WP3/13** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q1/13** |  |  | x |  | x | x |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q2/13** |  |  |  |  | x | x |  |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q5/13** |  |  |  |  | R |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q16/13** |  |  | x |  |  |  |  |  | x | x |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **WP2/13** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x |  | x |  |  |  |  |  |  |  |  |  |
| **Q7/13** |  |  | x |  |  |  |  |  |  |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q17/13** |  |  |  |  |  |  |  |  | x | x |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q18/13** |  |  |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q19/13** |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **WP1/13** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x |  |  |  |  |  |  |  |  |
| **Q6/13** |  |  |  |  |  |  |  |  | x | x |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q20/13** |  |  | x |  | x |  |  |  | x |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q21/13** |  |  | x |  | x | x |  |  | x | x |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q22/13** |  |  | x |  | x | x |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q23/13** |  |  |  |  |  | x |  |  |  |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Other activities** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Ad-hoc on guidelines for tech. Recs** |  |  |  | x**1** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Sessions times:** 0 - 0830-0930; 1 - 0930-1045; 2 - 1115-1230; Lunch (Lu) - 1230-1430; 3 - 1430-1545; 4 - 1615-1730; 5 - 1800-1930 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Key**: R – Remote participation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**Notes**

|  |  |
| --- | --- |
| **1** | Session timing 13:30 – 14:30 |
| **J** | Joint session of Questions |

**ANNEX D**

**Practical meeting information**

**1. Meeting Venue**

The Study Group 13 meeting will be held in Victoria Falls, Zimbabwe. Details for the venue of the meeting (hotel) will be provided in an Addendum to this Collective letter as soon as practicable.

**2. Accommodation Options**

Delegates are kindly requested to make their own hotel bookings. The host will provide airport shuttles and transport in between hotels:

|  |  |  |  |
| --- | --- | --- | --- |
| **HOTEL** | **ACCOMODATION RATE** | **COST OF MEALS** | **CONTACT** |
| **Kingdom Victoria Falls** | Single US$172 Bed and Breakfast  Double US$202 Bed and Breakfast | US$33 | Tel: +263-213-44275 Fax: +263-13-44782 / 44792 Email: [edube@legacyafricahotels.com](mailto:edube@legacyafricahotels.com)  [lmvhiringi@legacyafricahotels.com](mailto:lmvhiringi@legacyafricahotels.com) Website: [www.legacyhotels.com](http://www.legacyhotels.com) |
| **A’Zambezi River Lodge** | Single US$321.00 Bed and Breakfast  Double US$378.00 Bed and Breakfast | US$45 | Tel: +263-213-2844561-4 Cell: +263 772 153 537 Fax: +263-13-44511 Email: [Reservations.azambezi@rtg.co.zw](mailto:Reservations.azambezi@rtg.co.zw) Website: [www.rtgafrica.com](http://www.rtgafrica.com) |
| **Elephant Hills Continental Hotel** | Single US$254.00 Bed and Breakfast  Double US$294.00 Bed and Breakfast | US$27 | Tel: +263-213-2844793-9 Cell: +263 772 132 160-2 Fax: +263-213-2844656 Email: [nnnyandoro@legacyafricahotels.com](mailto:nnnyandoro@legacyafricahotels.com)  [ezemba@legacyafricahotels.com](mailto:ezemba@legacyafricahotels.com)  [nmpofu@legacyafricahotels.com](mailto:nmpofu@legacyafricahotels.com)  [ssibanda@legacyafricahotels.com](mailto:ssibanda@legacyafricahotels.com) Website: [www.legacyhotels.com](http://www.legacyhotels.com) |
| **Victoria Falls Hotel** | Single US$425.00 Bed and Breakfast  Double US$458.00 Bed and Breakfast | US$40 | Tel: +263-213-28 44751/61 or 44593 Cell: +263 772 132 174 Fax: +263-213-2844762 Email: [Reservations2@victoriafallshotel.com](mailto:Reservations2@victoriafallshotel.com) Website: [www.victoriafallshotel.com](http://www.victoriafallshotel.com) |
| **Rainbow Hotel Victoria Falls** | Single US$249.00 Bed and Breakfast  Double US$289.00 Bed and Breakfast | US$42 | Tel: +263-213-2844583/5 Fax: +263-213-2843563/45832/44652 Email: [reservations@rainbowvfa.co.zw](mailto:reservations@rainbowvfa.co.zw) |
| **Cresta Sprayview Hotel** | Single US$130.00 Bed and Breakfast  Double US$238.00 Bed and Breakfast | US$30 | Tel: +263-213-2844344 Fax: +263-213-2844713 Email: [reservations@sprayview.cresta.co.zw](mailto:reservations@sprayview.cresta.co.zw) Website: [www.crestahotels.com](http://www.crestahotels.com) |
| **Ilala Lodge** | Single US$304.00 Bed and Breakfast  Double US$213.00 Bed and Breakfast | US$38 | Tel: +263-213-2844737 Fax: +263-213-2844740 Email: [reservations@ilalalodge.co.zw](mailto:reservations@ilalalodge.co.zw)  Website: [www.ilalalodge.com](http://www.ilalalodge.com) |
| **N1 Hotel** | Standard Single Bed US$90 and Breakfast |  | Tel: +263-213-2845040 Email: [vicfalls@n1hotel.co.zw](mailto:vicfalls@n1hotel.co.zw) Website: [www.n1hotel.co.zw](http://www.n1hotel.co.zw) |

**3. Visa**

All visitors require valid passports to travel to Zimbabwe. Visa regulations vary according to nationality and country of origin and these should be checked at your nearest tourist office or embassy before leaving your country.

Visa applications can be done online through the Zimbabwe Immigration website: [www.evisa.gov.zw](http://www.evisa.gov.zw). Note that printed copies of visas are required upon arrival.

If you need any assistance with your visa application please contact:

Ms Norah Zaranyika

Mobile: +263772727934

Email: [norah.zaranyika@potraz.gov.zw](mailto:norah.zaranyika@potraz.gov.zw)

**4. Climate**

The weather in Victoria Falls is generally sunny with chances of occasional rainfall. Average temperatures range from 25°C to 30°C.

**5. Time zone**

Zimbabwe is in the [UTC+2](https://www.timeanddate.com/time/zone/zimbabwe) Time Zone.

**6. Currency**

Zimbabwe operates a multi-currency system. The US dollar is the preferred currency for transactions.

**7. Banking Business Hours**

Banks in Zimbabwe open from 8am to 3pm from Monday to Friday and up to 11am on Saturdays. Money transfer agencies are also available in Victoria Falls.

**8. Airport Departure Tax**

A departure tax of US$30.00 is levied on all foreign visitors (non-residents) at all Zimbabwe airports for international flights. The revenue stamp can be bought at the Airport or pre-purchased at any commercial bank. A total of US$5.00 is payable for each domestic ticket. However, this tax is often incorporated in the ticket fare. Always verify with the issuing agent.

**9. Electrical Appliances**

In main centres and main tourist resorts, all appliances run on 220 volts. Outlets are of the 3-pin, 13amp type.

**10. Security**

Zimbabweans are known for their hospitality and friendliness towards each other and visitors alike. Although all Zimbabweans are very helpful it is always advisable to be cautious when dealing with strangers. Police officers are very helpful and are easily identified by their uniforms although some may be plainclothes police. Like everywhere in the world valuables should always be safeguarded or left in the hotel safe box. If you do not know where to obtain a certain service or you are not sure always contact the Zimbabwe Tourism Authority, Publicity Association, Police Post or the Hotel Information Desk.

**11. Health protection**

For World Health Organization recommendations concerning your health please consult

<https://www.who.int/ith/ith-country-list.pdf?ua=1>, especially the very last page.

Yellow fever vaccination certificates are required for people coming to Zimbabwe from areas at risk of this disease.

**12. Customs Concession**

Your personal possessions which are not intended for disposal or consumption in Zimbabwe are allowed entry duty-free. For dutiable goods, a maximum value of USD250.00 is permissible duty free.

**13. Communication**

The access code for Zimbabwe is 263 and it operates under the Central African Time zone. The country has one fixed landline operator and 3 mobile cellular network service providers. Internet access is also available from Internet cafes in and around the major cities and hotspots at major hotels and international airports.

**14. Zimbabwe**

Zimbabwe is a landlocked country in southern Africa with an estimated population of 12.5 million people. It is bordered by Botswana to the west, Zambia to the north, Mozambique to the east, and South Africa to the south. The capital city is Harare and other major cities include Bulawayo, Mutare, Gweru and Masvingo.

**15. Tourism**

Zimbabwe is a welcoming, unique and fascinating tourist destination and is home to the mighty Victoria Falls, which is one of the seven natural wonders of the world. Other fascinating places include Lake Kariba, the second largest man-made lake on earth, the refreshing Eastern Highlands, the exotic Matobo Hills and the Great Zimbabwe National Monument. The nation is richly endowed with pristine wildlife, a unique culture and a naturally warm and friendly people. These attributes contribute immensely to the high degree of attractiveness that position Zimbabwe as one of the most attractive tourist destinations in the world.

**16. Culture, Religion and Language**

Zimbabwe is a multi-racial society where people of different nationalities live in harmony. People living in urban areas have a westernized lifestyle and are predominately Christian, while in the rural areas many African traditions have been preserved. English is the official language and other widely spoken languages are Chishona and Sindebele which have various dialects and other minority languages, such as Sotho, Venda, Chewa, Shangani and Tonga.

**17. Traditional Foods**

Hotels, restaurants and homes in Zimbabwe offer a wide variety of meals ranging from oriental recipes, Chinese cuisine, seafood to takeaways, but the best of all are the local traditional recipes, which are a healthy, nutritious option. Sadza is the staple food in Zimbabwe and is made from maize meal (or millet and rapoko) which is eaten as a thick porridge. A wide range of side dishes are available such as dried meat in peanut butter, or a range of vegetables such as kale, rape, mustard leaves, broccoli, cabbage, okra and other exotic local specialities such as pumpkin leaves, black jack, derere and dried vegetables such as munyemba, nyevhe, mowa with peanut butter. Pumpkins and their seeds are also a delicious option.

**18. Motor Vehicles**

Private motor vehicles, caravans and trailers may be brought temporarily into Zimbabwe provided they are licensed in their home countries and bear the appropriate registration plates and a nationality plaque. The International Certificate of Motor Vehicles is recognized in Zimbabwe.

Cars with or without chauffeurs can be hired in most tourist areas from international recognized firms. Taxis are available at every airport and hotel in Zimbabwe.

**19. Driving in Zimbabwe**

International driving and driving licences issued in all SADC countries are valid in Zimbabwe. Visitors from other countries not covered by this agreement are able to drive for a period of 90 days using driving licences issued in their home countries. If not printed in English, it should have a certificate of authority and validity, or a translation of the text with the bearer’s photograph attached. Renewal after expiry of this period is obtained from the Ministry of Transport and Communications. Driving is on the left hand side. At all intersections a fire engine ambulance or police vehicle sounding a siren takes precedence over all other traffic, and drivers must move out of its course and remain stationary until it has passed. The general speed limit in Zimbabwe is 120km/h on open roads and 60km/h in urban areas. Toll gates are operational on all major highways and the charges vary from USD$2.00 to USD$10.00.

**20. Contact persons**

For any further information concerning the meeting and the country please contact:

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