



**South African  
Weather Service**

## AvRDP Seminar

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### INFORMATION DOCUMENT FOR PARTICIPANTS

# WMO AvRDP Seminar cum Joint AvRDP/SSC and CAeM/EN-MHS Meeting

Date: 19<sup>th</sup> – 23<sup>rd</sup> August 2019

## VENUE

**Venue: DOD Internal Audit Division**

**Address: Eco-Glades 1 Eco-Park Estate, Centurion**

**Pretoria, South Africa**

**Tel: +27 12 8456136**

**+27 81 206 5999**

**Certified for  
Excellence**

**Board Members:** Ms Nana Magomola (Chairperson), Adv Derick Block, Dr Phillip Dexter (Deputy Chairperson), Mr David Lefutso, Mr Jerry Lengoasa (CEO), Dr Mphekgo Maila, Ms Kelebogile Moroka-Mosia, Ms Sally Mudly-Padayachie, Dr Tsakani Ngomane (DEA Rep), Mr Itani Phaduli, Ms Feziwe Renqe.  
**Company Secretary:** Ms Thandi Zide.

Dear Colleagues,

I trust that you will find the information below useful.

## 1. Registration

- The registration at the venue for the WMO AvRDP Seminar cum Joint AvRDP/SSC and CAeM/EN-MHS Meeting (hereafter AvRDP Seminar) will take place on the 19<sup>th</sup> August 2019 from 10h00-10h30 am at the front desk in the Conference Room.

## 2. Travel Arrangements

- Participants to arrange

## 3. Airport Transfers

- Gautrain: R183 from OR Tambo to Centurion Station, Shuttle is free from Gautrain Station Centurion to Protea Hotel by Marriot Centurion.
- Condor House shuttle: per trip per 7 guests R350 from Centurion Gautrain Station – Condor House
- Condor House Shuttle: per trip per 7 guests R1350 from OR Tambo to Condor House

- **Taxify Contacts:**

Contact 1

- 073 876 4109

Contact 2

- 065 921 7345

Cost from Gautrain to the hotel R 50 per person

Cost: from airport to the hotel R450 PER TRIP Return R900 per person

Transfers will be grouped; however, arrangements have been made to limit the waiting time to 30 minutes maximum.

Kindly forward your name so I can confirm with the shuttle company should you require shuttle arrangements

## 4. Accommodation and Meals

- Accommodation has been block booked for the participants to arrange with the hotels and **Reference is Lusanda South African Weather Service.**

- The following hotels are close to the meeting venue:

### 1. The Condor House Centurion 18 Flufftail Street Rooihuiskraal North

**Contact: Kenhardt Mallandain**

**Cell: +27 83 302 5198**

**Email: [booking@condorhousecenturion.co.za](mailto:booking@condorhousecenturion.co.za)**

**Website: condorguestcenturion.co.za**

#### **Booking Reference: AvRDP South African Weather Service**

- R650 per person including breakfast
- R475 per person sharing including breakfast
- R185.00 Dinner per person (3 course)

We can accommodate guests at two other guesthouses (5km from Condor House)

Condor House accommodation is located approximately 10 minutes by car from the main conference venue.

### 2. Protea Hotel Pretoria Centurion

Cnr Gordon Hood and Hendrik Verwoerd, Centurion Pretoria 0046 South Africa  
+27 12 663 8700

<https://www.marriott.com/hotels/travel/ptywa-protea-hotel-pretoria-centurion>

#### **Booking Reference: AvRDP South African Weather Service**

Room per person @ R1195.00 including Breakfast

Room per person@R1400 Dinner, bed and Breakfast

Dinner is R 240 Buffet and A la Carte depends on what you are eating

Shuttle is free

- Protea Hotel Centurion accommodation is located approximately 10 minutes by car from the main conference venue.

#### **Hotel Amenities**

**[Air conditioning](#) [Conference facilities](#) [Internet Access](#) [Laundry/Daily Housekeeping Services](#) [Pool](#) [In-room Telephone](#) [Restaurant](#) [Television and WI-FI](#)**

- Ms Lusanda Ntwanambi will forward the list of the participants **for ease of reference when participants are booking and paying, should you require her to.**

Dinner will be at the participants cost.

## 5. Conference Venue

The workshop will take place at **DOD Internal Audit Division; Address: Eco-Glades 1 Eco-Park Estate, Centurion; Pretoria, South Africa; Tel: +27 12 8456136; +27 81 206 5999**

- **Pretoria, South Africa Tel: +27 12 367 6154, +27 81 206 5999.**
- Participants with special dietary restrictions or requests should inform me before arrival to the workshop when confirming attendance.
- Tea, Coffee, Snacks and Lunch will be provided at conference as per the programme.

## 6. Transport from Hotel to Conference Venue

- Shuttles per trip per person from The Condor House to Conference venue trip per person > R40 single trip and R80 return
- Shuttle per trip for 7 people from The Condor House hotel to Conference venue R 450

### Taxify

#### Contact 1

+27 73 876 4109

#### Contact 2

+27 65 921 7345

- The Condor House Shuttle is R 500 per 7 Guests return  
+27 83 302 5198

## 7. OTHER

- **Stadiums and Golf Clubs**
  - Centurion Cricket Ground
  - Centurion Golf Club
  - Pretoria Loftus Stadium
- **Shopping Centre**
  - Centurion Mall
  - Woollands Centurion
  - Centurion Lifestyle

- Mall of Africa
- Menlyn Mall

- **Hospitals**

- **Netcare Unitas Hospital:** The hospital is located in Clifton Avenue, Lyttelton in Centurion in the Gauteng Province. The N14 Highway is to the West of the hospital and the M19 corners with Clifton Avenue to the South. The N1 Highway is further South of the hospital.

### **Attractions near Centurion**

**Zwartkop Air Force Base +27 12 351 2911:** Air Force Base Swartkop is South Africa's oldest air force base and houses the South African Air Force Museum. It is managed as part of AFB Waterkloof and houses one of the three branches of the South African Air Force Museum. The name of the air force base, Swartkop means Black hill in Afrikaans.

**Rietvlei Nature:** A network of trails covers the whole Rietvlei Nature Reserve area, the trails vary in distance which can be used according to the level of fitness of the hiker. Along the route, hikers will be greeted with various natural as well as cultural features such as British embankments used during the occupation of Pretoria. In short this is a guided, self-catering circular hiking trail with shorter loops. +27 12 358 1812.

**Freedom Park Heritage Site & Museum: +27 12 336 4000:** Freedom Park is situated on Salvokop in Pretoria. It includes a memorial with a list of the names of those killed in the South African Wars, World War I, World War II as well as during the apartheid era. Construction of the monument was by Stefanutti Stocks overseen by Mongane Wally Serote.

**Voortrekker Monument +27 12 326 6770:** The Voortrekker Monument is located just south of Pretoria in South Africa. This massive granite structure is prominently located on a hilltop, and was raised to commemorate the Voortrekkers who left the Cape Colony between 1835 and 1854, Closes 5 pm.

**Wonder Caves:** The Wonder Cave, in Kromdraai, Gauteng, South Africa, is the third-largest cave chamber in the country, and is believed to be about 2.2 billion years old. The single chamber has an area of 46,000 square metres, and is 125 by 154 metres [011 957 0106](tel:0119570106).

**Cradle of Humankind:** The Cradle of Humankind is a paleoanthropological site about 50 km northwest of Johannesburg, South Africa, in the Gauteng province. Declared a World Heritage site by UNESCO in 1999, the site currently occupies 47,000 hectares and contains a complex of limestone caves: [014 577 9000](tel:0145779000)

## **8. Programme**

- On the 19<sup>th</sup> – 22 August 2019 the programme will commence at 09:00 – 17h30 Side meetings till 18h30
- On the 23<sup>rd</sup> August 2019 the programme will commence at 09:00 – 15h30,

## 9. Miscellaneous

- You are reminded to kindly confirm the pick-up time for your arrival and departure to the airport to Miss Lusanda Ntwanambi on [Lusanda.Ntwanambi@weathersa.co.za](mailto:Lusanda.Ntwanambi@weathersa.co.za) before the 10 August 2019 should you require me to assist with shuttle pick up from the airport, shuttle cost, please refer to number 3 for shuttle cost.
- You are advised to bring Rands with you to South Africa should you wish to make purchases in Pretoria, South Africa. Credit/Debit card machines are readily available to make purchases and or cash withdrawals during your stay.
- Kindly remember carry mosquito repellent and/or prophylaxes, as well as yellow fever vaccination cards.

## 10. Costs for your own account

- Please note that the SAWS will only cover the costs, for meals at the conference venue, 1 soft drink per person, all other expenses including alcoholic beverages, phone calls, laundry, etc. are for your own account.

All these accounts must be settled with the hotel when you check out.

## 11. Contact persons

- For any confirmation or details on the conference or logistics please free to contact:

**Ms. Lusanda Ntwanambi**

**Tel:** +27 367 6154, +27 81 206 5999

**Email:** [Lusanda.Ntwanambi@weathersa.co.za](mailto:Lusanda.Ntwanambi@weathersa.co.za)

*We look forward to hosting you in South Africa. Bon voyage*

*AVRDP SEMINAR*

*19<sup>TH</sup> - 23<sup>RD</sup> AUGUST 2019*