

WORLD METEOROLOGICAL ORGANIZATION

**INTERGOVERNMENTAL OCEANOGRAPHIC
COMMISSION (OF UNESCO)**

**JOINT WMO/IOC TECHNICAL COMMISSION FOR
OCEANOGRAPHY AND MARINE METEOROLOGY
(JCOMM)**

SOT-8/OCG-6 / INF. 1
(08.12.2014)

**SHIP OBSERVATIONS TEAM (SOT)
EIGHTH SESSION**

Original: ENGLISH

CAPE TOWN, SOUTH AFRICA, 20-24 APRIL 2015

**OBSERVATIONS COORDINATION GROUP (OCG)
SIXTH SESSION**

CAPE TOWN, SOUTH AFRICA, 27-30 APRIL 2015

MATERIAL ARRANGEMENTS FOR THE SESSION

(Submitted by South Africa)

Summary and purpose of the document

This document provides information on local arrangements for (i) the eighth Session of the JCOMM Ship Observations Team (SOT), Cape Town, South Africa, 20 to 24 April 2015, and the sixth Session of the JCOMM Observations Coordination Group, Cape Town, 27-30 April 2015.

ACTION PROPOSED

The Team will review the information contained in this report, and comment and make decisions or recommendations as appropriate. See part A for the details of recommended actions.

Appendices: A. Local Material Arrangements

APPENDIX A

INFORMATION DOCUMENT SOT-8/OCG-6 CAPE TOWN APRIL 2015



Meeting information

Venue

The SOT-8 and OCG-6 meetings will take place at the Pepper Club Hotel & Spa, corner of Loop Street and Pepper Street, Cape Town, Western Cape, 8000.

<http://www.pepperclub.co.za/>

Please note that Loop Street is a one-way street running (roughly) south – north and Long Street in the opposite direction.

Google Maps link: <https://goo.gl/maps/pRNms>

Dates

SOT-8: 20 – 24 April 2015

OCG-6: 27 – 30 April 2015

The meetings will commence at 09:00 on 20 April 2015, and 27 April 2015 respectively.

Language

The meeting will be conducted in English

Focal Points (SAWS)

Johan Stander – johan.stander@weathersa.co.za

Santjie du Toit – Santjie.dutoit@weathersa.co.za

Both can be reached per telephone on +27 (0)21 935 5700 or +27 (0)21 934 0451

Registration

Registration will take place from 08:00 on the morning of 20 April 2014, outside the meeting room.

Refreshment and lunch breaks

Coffee, tea and pastries will be provided before the start of the morning session, as well as before and after lunch during the refreshment breaks.

A buffet lunch will be provided by the host.

Any person with special dietary needs should please contact Charalize Crail (charalize@pepperclub.co.za) a week prior to arrival.

Wi-fi

Free Wi-Fi will be available to all delegates. Passwords will be supplied by the banqueting team and there is no daily limit.

For those not wishing to make use of Wi-Fi, there are various pay-as-you-go 3G bundles available. Please contact Santjie du Toit (Santjie.dutoit@weathersa.co.za) for more information or assistance to obtain these. Packages start at about \$50.00 for 1 GB including the USB dongle and SIM card.

Events

An event dinner will be held. Details soon to follow.

HOTEL

Focal Points

Chantal Maxim – Chantal.M@pepperclub.co.za

Charalize Crail – Charalize@pepperclub.co.za

Telephone: +27 (0)21 812 8852

Fax: +27 (0)21 812 8800

Accommodation

The South African Weather Service has negotiated special rates for the rooms and block bookings have been made available at a rate of R1500 per person including breakfast. We further negotiated that if your spouse / life partner joins you, it will be an additional R200 per night (including breakfast).

Block bookings will be available until the end of February 2015. After that, rooms are subject to availability but at the same price for this event. **Any person staying at another hotel will be charged a R380 conference fee per day which must be paid to the hotel on a daily basis**, as our special room and conference rate was based on all delegates staying at this hotel.

Please do not book on the website, but use the contact details provided above to make the bookings.

The reference is **SOT-8**.

Parking

Free parking is available to all guests. Entrance on Loop Street. Parking tickets can be obtained at reception.

Breakfast

Breakfast is included in your accommodation.

Dinner

For your own account. There will be one hosted dinner – further details to be confirmed.

TRAVEL INFORMATION

Transport

From the airport

1. Shuttle services

The Pepper Club Hotel offers a shuttle service. Costs R460 per person, one way. Please contact the hotel concierge at concierge@pepperclub.co.za to make the necessary arrangements.

2. Taxi services

The table below shows the taxi services that are endorsed by the Airports Company South Africa. Other taxis are readily available at the airport without pre booking. Most of the taxi services will require cash if you do not book online.

Service Provider	Contact	Website
	+27 (0)21 447 4444 bookings@sporttaxis.co.za	http://sport24hrs.co.za/airport-shuttle/
	+27 (0)21 936 3460 / 1 bookings@cihopper.co.za	http://www.citihopper.co.za/services_scheduled-transfers.html
	+27 (0)86 111 5388 info@centuriontours.co.za	http://centuriontours.co.za/services-airport-transfers/
	+27 (0)82 438 1935 touchdownt@mail.com	Not available

3. Rental cars:
Remember to drive on the **LEFT** of the road!

Service Provider	Contact	Website
	Local: +27 (0)861 021 111 International: +27 (0)11 387 8431 info@avis.co.za	http://www.avis.co.za/
	+27 (0)21 935 8600 info@europcar.co.za	http://www.europcar.co.za/
	+27 (0)11 230 9999 reservations@cmh.co.za	http://www.firstcarrental.co.za/
	+27 (0)861 016 622 reservations@budget.co.za	http://www.budget.co.za/
	+27 (0)21 935 4800 res@hertz.co.za	http://www.hertz.co.za/
	Local: +27 (0)21 935 8650 International: +27 (0)861 836 737 Online contact form	http://www.tempestcarhire.co.za/
	+27 (0)21 93 47165 reservations@woodford.co.za	www.woodford.co.za
	Local: +27 (0)86 100 2111 International: +27 (0)11 230 5201 customer care@thrifty.co.za	www.thrifty.co.za www.dollar.co.za
	+27 (0)32 436 0099 info@capitalcar.co.za	http://www.capitalcar.co.za/

4. MyCiti bus services



The bus departs every 30 minutes starting from 05:20 until 21:20. The time table can be viewed here: <http://myciti.org.za/en/stations-stops/station-stop-information/station-name/airport/#tab2>

The bus will travel to the main station in Cape Town (Civic Centre). From there change to the 107 Camps Bay route and get off at Dorp Street. It is a short 300 m walk to the Pepper Club Hotel from there.

Single fare tickets can be purchased at the airport. The trip from the airport to Dorp Street Station will cost \$7.00.

Please see the following Google Maps link: <http://goo.gl/maps/21KhO>

Getting around Cape Town

1. Rental cars

All rental car companies offer a drop-off service and can bring the rental car to the hotel for you. Please use the table above to obtain their contact details.

2. Taxi services

The concierge on duty can call a taxi for you (concierge@pepperclub.co.za)

3. Shuttle services

The hotel offers free shuttles to all guests that stay at the hotel to the V&A Waterfront and Camps Bay. The shuttles run on a schedule (obtain information from the concierge on duty) between 10:00 and 22:30.

4. MyCiti bus services

The MyCiti bus service is a cost-effective way of travel not only within the Cape Town city centre, but also to the peninsula as far as Hout Bay and up the west coast to Bloubergstrand (iconic “Table Mountain photo” beach, see image below). Single fare tickets can be purchased at the bigger stations and various retailers. Please see the comprehensive website for more information on fares, routes and timetables: <http://myciti.org.za/en/home/> . It may be worth mentioning that taking the bus may be cost-effective, but it is not time-effective, unless travelling during morning and afternoon rush hour traffic.



Road tolls

Some roads, including the N1 (National Highway) are tolled roads. In and around Cape Town city, Chapman's Peak Drive is the only tolled road. Chapman's Peak tolls must be paid in cash. Most other tolls can be paid with a credit card. For up to date toll information, please see the website of the Automobile Association of South Africa: <http://www.aa.co.za/on-the-road/calculator-tools/toll-fees.html>.

VISAS

All visitors require valid passports but few will require a visa. Please see the list on the website of the South African Department of Home Affairs for countries exempt from visas: <http://www.home-affairs.gov.za/index.php/countries-exempt-from-sa-visas> .

Airport

The Cape Town International Airport is situated 22km from the Pepper Club Hotel. The airport offers various amenities including foreign exchange services, restaurants and a small supermarket (Woolworths).

Currency

The South African Rand (ZAR) is the currency in South Africa. The symbol used is R. The following website can be used to obtain currency information: <http://www.xe.com/currencyconverter/>

It is advised that delegates exchange their foreign currency for local or to make use of their credit or debit cards. Some establishments (such as supermarkets) may not accept Diner's Club or American Express cards. MasterCard and Visa are widely accepted. Most taxi services not booked online, will not accept credit cards. Having cash on hand is therefore beneficial.

Time Zone

South Africa falls under the GMT +2 time zone. The entire country has the same time zone and daylight saving time does not exist.

Climate and weather

Month	Average daily maximum temp (°C)	Average daily minimum temp (°C)	Average monthly rain (mm)	Average number of days with \geq 1mm of rain	Average daily sunshine (hours)	Average hourly wind speed (m.s ⁻¹)	Average daily humidity (%)
April	23.6	12.2	37.4	4.7	8.2	4.65	74.3
May	20.3	10.4	72.1	9.3	6.0	4.12	79.4





For up to date weather information, please visit <http://www.weathersa.co.za/city-pages/>









Electricity

220V. Plugs fit a three-pin 15A socket.



Day trip attractions – for those with extra time on their hands...

Table Mountain	http://www.tablemountain.net/	
V&A Waterfront	http://www.waterfront.co.za/	
Kirstenbosch National Botanical Garden	http://www.sanbi.org/gardens/kirstenbosch	
Robben Island	http://www.robben-island.org.za/	

<p>Two Oceans Aquarium</p>	<p>http://www.aquarium.co.za/</p>	
<p>Day hikes around Cape Town</p>	<p>http://www.sanparks.co.za/about/news/2009/january/tmnp_safety.php</p>	
<p>Beaches around Cape Town</p>	<p>http://www.aboutcapetown.com/beaches.htm</p>	
<p>Boulder's Beach (Penguins)</p>	<p>http://www.capetown.travel/attractions/entry/Boulders_penguin_colony</p>	
<p>Cape Point / Cape of Good Hope</p>	<p>http://capepoint.co.za/</p>	
<p>Township Tours</p>	<p>http://www.capetownmagazine.com/townships/80</p>	
<p>Constantia Wine Estates</p>	<p>http://www.constantiavalley.com/home/maps/</p>	
<p>Stellenbosch Wine Estates</p>	<p>http://www.wineroute.co.za/</p>	

<p>Aquila Private Game Reserve</p>	<p>http://www.aquilasafari.com/</p>	
<p>Image credits: citysightseeing-blog.co.za; www.dookphoto.com; africageographic.com; capetownmappingproject.org; pgtops.com; ishouldlogoff.com; www.cliftonbungalow.co.za; bigbackpackers.co.za; www.africa-turismo.com; www.marinerguesthouse.co.za; www.buitenverwachting.com; www.aroundaboutcars.com; africancourtesytours.co.za;</p>		

Public Holidays

Monday, 27 April – Freedom Day

Friday, 1 May – Worker’s Day

Most businesses will be open, but may have reduced trading hours.

Tax

VAT of 14% is added to most products automatically. Those wishing to claim back their tax should remember to keep all invoices / proof of payment.

Tipping

It is customary to tip 10% in restaurants for sit-down meals or home delivery. No tipping required for take-away / fast food establishments. Metered taxi and shuttle drivers are normally tipped up to 10%. In South Africa we have the phenomena of “car guards”. These are self-appointed guards (recognized by their brightly coloured vests, see image below) that look after your car while you do shopping or go to a restaurant etc. It is customary to give these car guards anything from R2 to R10. Often buying them a Coke goes down just as well! In an official parking area where you pay to park, such as a car garage, you do not need to tip the security personnel.



Security

Many visitors are warned about the state of crime in South Africa. Although often exaggerated, there is something to be said to encourage vigilance amongst our visitors. Always be alert when you walk on the street – pick pocketing is not common but does occur. At night, it is best to walk in groups of at least two and to avoid very quiet or dark streets. Be especially careful when drawing money from an ATM. Do not accept help from anybody (unless they work for the bank) and always make sure that you are not distracted. When driving in a car, rather put your cellphone, wallet, handbag, camera etc. out of sight and never leave anything inside the car when you park it. Rather put everything in the trunk.

You will find people begging on the street or at traffic lights. It is up to you whether you want to give them something or not. Capetonians are encouraged to rather support shelters, than individuals. Drug abuse is a major problem and most people with a sad story, heartbreaking as it may seem, are just looking for money to support their addiction. Please have a look at the following website for more information: <http://giveresponsibly.co.za/>

However, there are also merchants selling anything from magazines (Big Issue and Funny Money) to flowers to art work to sunglasses (you name it!). They are generally very jolly and will not insist on you buying anything. A friendly “no thank you” normally does the trick.

Emergency numbers:

From any landline (including payphones), dial 107. From any cellphone dial 021 480 770. These numbers will connect you to a central exchange and from there you will be assisted according to your emergency.



International driver's licenses

Most driver's licenses will be accepted. If possible, delegates are encouraged to obtain an international driver's license in their home countries. This will ensure that rental vehicles will not be refused.