



REPUBLIC OF BOTSWANA
MINISTRY OF HEALTH



8th INTERNATIONAL
PALLIATIVE CARE & ALLIED SERVICES

Information **BULLETIN**

WELCOME TO BOTSWANA





DEAR PARTICIPANT

The Government of the Republic of Botswana warmly welcomes you to Gaborone for the 5th Ministers of Health Session on Palliative Care, on 23rd September 2025, and the 8th International African Palliative Care and Allied Services Conference, scheduled from 24th to 26th September 2025 at the Gaborone International Conference Centre (GICC).

Please find below, some useful general information on travel to the city of Gaborone in Botswana and the logistical arrangements to ensure the seamless execution of the International African Palliative Care and Allied Services Conference.

VISAS

All citizens of Commonwealth member countries do not require a visa to enter Botswana, except those from Bangladesh, Cameroon, Ghana, India, Nigeria, Pakistan and Sri Lanka. Foreign nationals whose countries have signed a Visa Abolition Agreement with Botswana are also not required to apply for a visa. The list of countries that require a visa to enter Botswana is available at <https://evisa.gov.bw>.

Passports must be valid for at least six months from the date of entry into Botswana. The passport booklet must also contain at least three (3) blank pages before entry into Botswana.

Participants from countries where Botswana does not have consular representation may obtain a visa online (<https://evisa.gov.bw>).

Visa fees

- a) **Business Visa**
 - P500 Single Entry – for a period up to 3 months,
 - P1000 multiple Entry- for a period up to 3 months,
 - P1500 multiple Entry – for a period of 6 months to 1 year,
 - Gratis - for Diplomatic/service /official passport holders.

It is recommended that participants apply for visas prior to departure, as certain airlines may require them.

The participants bearing United Nations Laissez-Passer (UNLP) are exempt from visa requirements to enter Botswana.

For more details, visit the website: <https://evisa.gov.bw>.



AIRPORT RECEPTION AND TRANSPORT

On the arrival, the necessary assistance will be provided by members of the Organizing Committee.

Delegates are expected to make their own transportation arrangements from Sir Seretse Khama International Airport or their respective points of entry to their chosen accommodation in Gaborone. Similarly, delegates are responsible for organizing daily transfers between their accommodation and the meeting venue. Hotel and lodge staff may be consulted for assistance with transportation, if required.

At the airport, you are requested to keep your luggage tags to present them at the exit to the customs officials.

ACCOMMODATION

Participants are advised to make their reservation as early as possible, as rooms could quickly become unavailable due to the anticipated increased demand during the period of this conference. To make a reservation refer to Annex 1, which provides the rates according to the room type, and the contact details of each hotel.

REGISTRATION AND BADGES

All information about confirmation of participation, including flight details, requirements for obtaining the Botswana entry visa, and hotel reservations, should be communicated through the online registration platform (<https://conference.africanpalliativecare.org/user-registration/type/conference>).

Participants will be required to register online and obtain identification badges prior to the opening of the conference. For identification and security purposes, the official badge should be worn by all participants at all times during the Conference and at official social functions. Distribution of badges will be between 08:00 and 20:00, starting on Sunday 21 September 2025 at the conference venue.

CATERING

Coffee breaks and lunch will be free to delegates duly registered, during the 8th International African Palliative Care and Allied Services Conference. Gaborone is home to a diverse variety of restaurants and eateries, which can be found in major shopping malls such as Airport Junction, Game City, Main Mall, and The Fields Mall.



CLIMATE

Botswana has a semi-arid climate characterized by hot and dry conditions for most of the year. The summer extends from November to March and is marked by very high temperatures. Winter occurs between May and August. As the upcoming 5th Ministers of Health Session on Palliative Care and the 8th International African Palliative Care and Allied Services Conference will take place at the end of the winter season, attendees should anticipate cooler mornings and warmer afternoons.

CURRENCY

The official currency of Botswana is the Pula (BWP), which is the sole legal tender. Predominant credit cards such as VISA, MasterCard, and American Express are extensively accepted. The approximate exchange rate is BWP 13,77 to USD 1.

COMMUNICATION

Botswana has three mobile telecommunication providers: Orange, Mascom, and BTC Mobile. A SIM card is available for BW P10.00, with refill options ranging from BWP10 to BWP100. Under legal requirements, all SIM card purchasers in Botswana must register their cards for activation. Registration can be completed at the outlets of the aforementioned service providers and requires a valid identification document.

MEDICAL AND HEALTH SERVICES

Yellow Fever Vaccination

Botswana requires a valid yellow fever international certificate of vaccination from travellers including:

- Those who transit through/via endemic or affected countries or areas
- Travellers from endemic countries
- Travellers arriving from affected countries.

The list of yellow fever endemic countries includes the following:

1. Angola
2. Benin
3. Burkina Faso
4. Burundi
5. Cameroon
6. Central African Republic
7. Chad
8. Congo
9. Cote D'Ivoire
10. Democratic Republic of Congo
11. Equatorial Guinea
12. Ethiopia
13. Gabon

- 
14. Gambia
 15. Ghana
 16. Guinea
 17. Guinea Bissau
 18. Kenya
 19. Liberia
 20. Mali
 21. Mauritania
 22. Niger
 23. Nigeria
 24. Senegal
 25. Sierra Leone
 26. South Sudan
 27. Sudan
 28. Togo
 29. Uganda

Health and travel insurance

All delegates are required to obtain comprehensive medical travel insurance before their departure. Proof of insurance must be presented upon travel. The policy must cover medical treatment, emergency evacuation, and repatriation.

Medical facilities

Onsite medical coverage will be available for emergencies during conference session hours each day. The medical team will include doctors, nurses, and emergency care personnel, with an ambulance stationed onsite. If additional medical assistance is required, patients will be referred to the most appropriate government health facility in Gaborone unless specified otherwise.

For private healthcare services (at the individual's own cost), the following facilities are available:

Bokamoso Private Hospital – Tel: +267 3694000


Gaborone Private Hospital – Tel: +267 3901999

Sidilega Private Hospital – Tel: +267 3115792

Sir Ketumile Teaching Hospital – Tel: +267 3735000

SECURITY

In order to facilitate the entry into Botswana of armed security agents accompanying delegates, the concerned delegations are requested to contact the department of Protocol and Consular Services at the Ministry of Foreign Affairs who will in turn facilitate clearances of firearms. The full particulars, including the full names of bearers, nationalities, date of birth, passport numbers, calibre of weapons, serial numbers and rounds of ammunition should be submitted through diplomatic channels and faxed to +267 395 9685 and emailed to miacprotocol@gov.bw two weeks before entry.



Security detail will also be provided to participants who need them. The security arrangements will be extended to the selected hotels and the conference venue.

Access to the conference hall will be subject to the presentation of a badge specifically prepared for the session.

Official vehicles will be identified by a sticker.

Gaborone is a travel destination with a fairly stable level of security and minimal risks. However, it is important to take the following precautions:

- Avoid going out at night alone on foot
- Always opt to move about in areas with many people
- Do not leave any valuables at the meeting venue or in your hotel room, and in the car
- Provide information on where you are going, if your destination is outside the area of the meeting

ELECTRICITY

Botswana operates on a 230-240V supply voltage at 50Hz and uses two plug types: D and G. Participants are strongly advised to bring a universal adaptor that will be compatible with both types of plug sockets.

SPOKEN LANGUAGES

The official language of Botswana is English, while Setswana is the most widely spoken national language in Gaborone and across the country. Below are some useful Setswana expressions:

Hello = Dumelang

How are you? = A le tsogile? / Le kae?

Goodbye = Go siame / (Sala sentle / Tsamaya sentle)

Welcome = Re a go amogela

Thank you (very much) = Ke a leboga / Tanki

Excuse me / Please = Intshwarele / (Sori)

Yes, Sir = Ee Rra

Yes, Madam = Ee Mma



USEFUL CONTACTS

Ministry of Health

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Alternative email: ramotsababa@gmail.com

Organizing Committee contacts

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Mobile: +256772314260

In case of emergency, please contact:

- Medical emergency at 997
- Police at 999
- Fire brigade at 998

For additional information, visit <http://www.botswanatourism.co.bw>

ANNEXURE 1: LIST OF RECOMMENDED HOTELS

#	Hotel Name	Telephones No./Person	Website/Email	Address	Negotiated Rates in BWP (Applies to July)	Total No. of Rooms
1	Hilton Garden Hote	00267 3704200	https://www.hilton.com/en/attend-my-event/gbegigi-whobb3-e7a52bef-0d65-433e-b3b4-30c8273603f3/ Osi.Osi@Hilton.com Ratanang.Seru@Hilton.com	Central Business District	3 stars King Standard - P1,550 Twin Room P1,550 King 1 Bed Suite P2,300 Accessible Room P1,550	147
2	Room 52	00267 3975557	www.room50two.com resroom50two.com	Central Business District	4 Stars Standard P2,209 Premium P2,500 Premium Plus P 2,500 Family P 3,209	50
3	Hotel 430	reservations@hotel430.co.bw	00267 73029990	Central Business District	4 Stars Presidential Suite P9,110 Junior Suite P7,510 Executive P2,510 Standard P1,810	2 1 47 56
4	Arianna Guest House	00267 311 1710	ariannaguest-house09@gmail.com	Block 5	3 Stars Standard room P700 Executive Room P850 Twin Beds P800	7

#	Hotel Name	Telephones No./Person	Website/ Email	Address	Negotiated Rates in BWP (Applies to July)	Total No. of Rooms
5	Cresta Lodge	00267 3975375	www.cres-tamarakane-lo.com reslodge@cresta.co.bw res2lodge@cresta.co.bw	Near Fairgrounds Mall	3 Stars Standard Single P1, 092 Executive P1,890	147
6	Cresta President Hotel	00267 3953631	respresident@cresta.co.bw www.cresta-hotels.com	Main Mall	3 Stars Standard single P1,150 Executive P1, 900 Paraplegic P1, 150 Presidential P3, 279	92
7	Grand Palm Hotel	00267 3637777	www.grand-palm.bw nthophego@grandpalm.bw	Block 5 on the venue of RC73	4 Stars Deluxe - 1,330 Negotiated for APCA P1200.00 Executive Room - 1,789 Twin - 1,584 Exec Suite – P6,645 Junior Suite – P 5,545 Presidential Suite- P 8, 650	183
8	Avani Hotel	00267 361 6000	gaborone@avanihotels.com lmonkge@avanihotels.com www.avani-hotels.com	Maruapula / Extension 39	4 Stars Club - 2,053 Suite - 3,103 Garden view room – P 1,650 Superior – P 1,400 Standard – P 1,200	199

#	Hotel Name	Telephones No./Person	Website/ Email	Address	Negotiated Rates in BWP (Applies to July)	Total No. of Rooms
9	Mondior	00267 77 626123	reservations@mondior.co.bw	Village	4 Stars Standard P1310 Executive P1410	67
10	Protea by Marriott Hotel	00267 3159954	info@masasquarehotel.com reservation2@masasquarehotel.co.bw	Masa Square Central Business Distric	4 Stars Standard/ Queen P1800 Executive Club P1600	100
11	Regent Hotel	00267 3182572	info@regentgroup-hotels.com	Extension 10	3 Stars Standard P930	36
12	Town Lodge	+267 3160490	Central Business District	tlgbs. gm@clhg. com	2 Stars Standard Double P982 Twin Room P1,120	70
13	Travel Lodge	00267 3105000	www.travelodge.com reservations@travelodge.co.bw	Block 3	Twin Standard P1,149	115
14	Woodlane Hotel	Ms Tshepiso 3616000	reception@woodlane.co.bw	Riverwalk Mall	2 Stars Standard Room P850 Executive Suite P1, 650 Twin Room P1,160 Family Suite P2, 000	58

#	Hotel Name	Telephones No./Person	Website/ Email	Address	Negotiated Rates in BWP (Applies to July)	Total No. of Rooms
15	Magville Guesthouse	3119162	magville-house@gmail.com	Gaborone, Block 7	3 Star P530.00 Standard Room P580.00 Executive	
16	The Melva Guesthouse	3119162	themelva-boutique@gmail.com	Gaborone, Block 8	2 Star P670.00 Standard Room P870.00	10
17	Sunflower Court Bed and Breakfast	Goitse 00267 3923190/00267 71244403	sunflower-courtbnb@gmail.com	Gaborone, Block 7	2 Star P500.00 Standard N/A Executive	10
18	Elegant and exclusive Boutique Guesthouse	Keitumetse 00267 3917621/3	Reservations@ene-boutique@gmail.com	Gaborone, Boro-adhurst	5 Star P860.00 Standard room N/A	10
19	Orchid Luxury Boutique Guesthouse	3190840	https://sites.google.com/view/orchid-luxury-boutique/lebo.g@orchidluxuryboutique.co.bw	Gaborone, Block 8	Grade pending-graded, waiting for award P2,280.00	10
20	Royal Inn Boutique Bed and Breakfast	75584922/ 71222066	royalinn61@gmail.com https://royalinnboutique-lodge.com	Gaborone, Block 9	P400.00, Standard Room P600.00 Executive Room	10
21	Peters Place Guest House	Lizibo 3937162/ 74706071	petersplace-bw@gmail.com	Gaborone, Phase 4	P710.00 Standard Room P810.00 Executive	20
22	Planet Lodge	Gaone 3910116/7	planetlodgesbotswana@gmail.com	Gaborone, Block 3	3 Star P800.00 Standard Room P800.00 Executive Room	42

#	Hotel Name	Telephones No./Person	Website/Email	Address	Negotiated Rates in BWP (Applies to July)	Total No. of Rooms
23	Eagles Spring Guesthouse	Philip 00267 73766042	https://ea-glespring-slodge.com/info@ea-glespring-slodge.com	Gaborone, Block 9	2 Star P600.00 Standard Room P650.00 Executive Room	20
24	Opelo's Guesthouse	Jacob Koti cob Koti 00267 75526588	opeloguesthouse882@gmail.com	Gaborone, Block 6	1 Star P300.00 Standard Room P350.00 Executive Room	8
25	Palms bed and breakfast	3161998/ 73419296	00267 3161998/00267 73419296	wwn-phathe@gmail.com	2 Star	10
26	Strand Meadows Be & Breakfast	Mr George/ Dolly 00267 75593960	smeadows@yahoo.com	Gaborone, Block 6	1 Star P400.00 Standard P450.00 Executive Room	6
27	Indaba Lodge	Ms Katlego 00267 3999500	reservations@indabagaborone.co.bw	Riverwalk Mall, Village	3 Star P1,065.00 Standard	168
28	Tlotlo Hotel & Conference	Ms Poloko 00267 3935020	reservations@tlotlohotel.co.bw	Block 5, Gaborone	3 Star P945.00 Standard Room	168
29	Metcourt Inn	00267 3637005	metres@grandpalm.bw	Housed within Grand Palm	3 Stars Standard Room – P 1, 190 Negotiated for APCA P1,050 Executive King –P 1, 565	99
30	Town Lodge	Mr Phenyio 3185230	tlgabs@resv.clhg.com	Aiport Junction, Gaborone	2 Star P1,405.00 Standard Room	208

#	Hotel Name	Telephones No./Person	Website/ Email	Address	Negotiated Rates in BWP (Applies to July)	Total No. of Rooms
31	Elmota Inn	00267 71770553/ 00267 71858473	virginiam- musi@gmail. com	Gaboro- ne, Block 7	Standard P400.00 Executive room P 500.00	8
32	City Mews on Independ- ence	Ethel 00267 3971500	reserva- tions@ citymews. co.bw	Gaboro- ne, Phase 5	4 Star	18
33	African Home	Ms Violet 00267 3160490	africanho- mereserva- tions@gmail. com	Middle- star, Gab- orone	2 Star P650.00 Standard Room	40



INFORMATION BULLETIN

*8th International African Palliative Care
and Allied Services Conference
Gaborone/Botswana
23-26 September, 2025*

