



The Secretariat

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South East Atlantic Fisheries Organisation (SEAFO)

## Informação relacionada com as REUNIÕES ANUAIS da SEAFO 18-28 de Novembro de 2024

### 1. Datas

20º Comité Científico (CS):	18 - 22 Novembro de 2024
17º Comité de Cumprimento (CC):	25 Novembro de 2024
16º Comité Permanente de Administração e Finanças (SCAF):	26 Novembro de 2024
21ª Comissão (COM):	27 & 28 Novembro de 2024

### 2. Calendário das reuniões diárias

HORA (Hora da Namíbia) (UTC+2)	ACTIVIDADES
8h30 – 9h00	Inscrição
09h00 - 10h45	Reunião
10h45 – 11h15	Intervalo para o café
11h15 – 13h00	Reunião
13h00 – 14h00	Intervalo para o almoço
14h00 – 15:30	Reunião
15h30 – 16h00	Intervalo para o café
16h00 – 17h00	Reunião

### 3. Formato

As reuniões serão realizadas em formato presencial, sem opção de participação virtual.

### 4. Local do evento

As reuniões realizar-se-ão no [Centro de Conferências Alte Brücke](#) em Swakopmund, Namíbia.  
Endereço físico: Strand Steet, Swakopmund, NAMÍBIA.

Informações de contacto:

Strand Steet, Swakopmund, Namíbia

+264 [0]64 404918

Correio eletrónico: [info@altebrucke.com](mailto:info@altebrucke.com)

A disponibilidade de alojamento no local do evento é limitada e deve ser reservada com antecedência. Ver os preços no **Anexo I**. Estão igualmente disponíveis outras opções de alojamento em Swakopmund. Queira por favor contactar o Secretariado se necessitar de assistência a este respeito.

## 5. Funções Noturnas:

- Comitê Científico: 20 de novembro às 19h00
- Comissão: 26 de novembro às 18h00

## 6. Documentos da reunião

**Os documentos das reuniões** estarão disponíveis no sítio Web, na área [segura para os membros](#). Os dados de acesso serão fornecidos aos delegados inscritos cerca de **um mês** antes do início das reuniões. Esta medida está em conformidade com a política de escritório mais ecológica do Secretariado. A informação relacionada com as reuniões, tais como os **calendários e as agendas**, estará disponível na página da [Área de Reuniões](#) do sítio da SEAFO em tempo útil.

## 7. Rede sem fios

A Internet estará disponível através de ligação WiFi no local da reunião. Serão fornecidas informações sobre o acesso.

## 8. Organização de viagens

A organização das deslocações de e para as reuniões é da responsabilidade dos participantes.

O Secretariado terá todo o prazer em fornecer cartas-convite para efeitos de viagem aos delegados que tencionem participar presencialmente nas reuniões. Para garantir uma experiência sem sobressaltos, solicitamos que notifique o Secretariado com bastante antecedência caso necessite de assistência com alojamento e transporte do aeroporto para uma estadia conveniente durante as reuniões.

## 9. Medidas de saúde pública

As diretrizes de saúde pública para entrar na Namíbia estão disponíveis na seguinte ligação: [Namíbia Traveler View](#). Tenha em atenção que os regulamentos em vigor estão sujeitos a alterações de acordo com a evolução dos requisitos de saúde pública.

Desejamos que a reunião seja coroada de êxito e que nos encontremos lá.

Atenciosamente,



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Lizette VOGES,

**ANEXO I:** Opções de alojamento e preços no Hotel Alte Brücke.



Erf 447, Strand Street South, Swakopmund, P.O. Box 3360, Vineta, Namibia  
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**RACK Rates Season 2024**

Valid from 7 January 2024 until 14 December 2024

Chalet Accommodation (Bed and Breakfast)		Rate per person per night (incl VAT and bed levies)	Rate per chalet per night (incl VAT and bed levies)
Luxury one bedroom chalet (Double / Queen size bed)	Single	N\$ 1 300.00	N\$ 1 300.00
	Double	N\$ 875.00	N\$ 1 750.00
Exclusive one bedroom chalet (Queen size bed only)	Single	N\$ 1 390.00	N\$ 1 390.00
	Double	N\$ 925.00	N\$ 1 850.00
Luxury two –bedroom chalet (2 single beds per room and sleeper couch in living room)	Single	N\$ 1 680.00	N\$ 1 680.00
	Two persons sharing	N\$ 950.00	N\$ 1 900.00
	Three persons sharing	N\$ 750.00	N\$ 2 250.00
	Four persons sharing	N\$ 625.00	N\$ 2 500.00
Children (Sleeping on the sleeper couch in the living room))	0-4yrs	N\$ 0.00	N/A
	5-12yrs	N\$ 385.00	N/A

\*\*\*Rates are inclusive of VAT, breakfast and bed levy

**RACK and STO Rates Peak Season 2024/25**

Valid from 15 December 2024 until 4 January 2025

Chalet Accommodation (Self- catering only)	Total per chalet per night (incl VAT and Levy)
Luxury one bedroom chalet sleeping a max of 2 persons	N\$ 1 300.00
Exclusive one bedroom chalet sleeping a max of 2 persons	N\$ 1 400.00
Luxury one bedroom chalet sleeping a max of 4 persons (2 Adults and 2 children )	N\$ 1 575.00
Luxury two bedroom chalet sleeping a max of 6 persons (4 Adults and 2 children )	N\$ 1 980.00
Luxury two bedroom chalet sleeping a max of 6 persons (4 Adults and 2 children )	N\$ 2 080.00

\*\*\*Please note that during the peak season our breakfast room is closed, and we offer self catering only\*\*\*

**RACK RATES FOR CAMPING AND CARAVANNING**

Valid from 7 January 2024 until 14 December 2024

Camping and Caravanning

Number of persons	Rate per camp site per night (incl VAT)	Number of persons	Rate per camp site per night (incl VAT)
1 Adult	N\$ 400.00	5 adults	N\$ 800.00
2 Adults	N\$ 500.00	6 adults	N\$ 900.00
3 Adults	N\$ 600.00	Children 5-12yrs	N\$ 90.00
4 Adults	N\$ 700.00		

\*\*\*Breakfast is available at N\$ 160.00 per person

**CAMPING RATES FOR THE PEAK SEASON 2024/25**

Valid from 15 December 2024 until 4 January 2025

N\$ 900.00 -N\$ 975.00 per camp site (max of six persons) per night

## **Terms and conditions:**

### **Rates and procedures:**

Tariffs / rates quoted include accommodation, full breakfast and VAT. Tourism levies as per the NTB legislation at 2% on Bed and breakfast excluded. Alte Brucke Resort reserves the right to amend the tariffs / rates accordingly should the percentage VAT be increased or Government Levies be increased during the duration of this agreement, or if the Namibian Dollar should be officially devalued, or any other unforeseen circumstances that may occur in the duration of this agreement.

All tariffs / rates quoted on this rate sheet are in Namibian Dollars.

In the event of refurbishment programs, upgrades or any unforeseen exceptional circumstances, Alte Brucke reserves the right to seek alternative accommodation in an establishment of similar standard or establishment conveniently situated.

For any guests wishing to extend their stay beyond the period booked by the Operator, the published RACK rate will apply unless the accommodation extension request is channeled to Alte Brucke Resort through the Operator.

### **Cancellation Terms:**

- All reservations, cancellations and or amendments must be made in writing to Alte Brucke Holiday Resort
- Provisional bookings can only be guaranteed for a limited period, which will be stipulated on the provisional booking confirmation. If the booking is not confirmed during this time, it will automatically be cancelled.
- Should Alte Brucke Holiday Resort be in a position to accept a confirmed booking from another source, the hotel has the right to request the agent to reschedule or immediately confirm the reservation. In which event the agent shall within 48 hours either: confirm or cancel the reservation.
- Should no response have been received within 24 hours, the booking will be automatically cancelled and a notification sent accordingly.
- Block or group bookings are not transferable to any other group, i.e. no group name change will be accepted. The initial group must be cancelled and a separate booking should be made for the new group, which will be confirmed by Alte Brucke Resort subject to availability
- A deposit paid in respect of any reservation made in terms of this agreement is specific to that reservation, and may not be transferred to any other reservation.

### **BLOCK BOOKINGS FOR GROUPS**

Sixty (60) days prior to arrival, the Tour operator must provide a preliminary rooming list to secure the rooms.

Thirty (30) days prior to arrival, the final rooming list of the group and full payment must be received by Alte Brucke Holiday Resort.

### **CHECK-IN AND CHECK-OUT TIMES:**

Check in time: 14:00

Check out time 10:00

Alte Brucke Resort will endeavor to accommodate groups for an earlier check-in time, subject to prior arrangements with senior management of Alte Brucke Resort and depending on availability of rooms.

### **PAYMENTS**

The guests should upon check-in, hand in a voucher for services paid for by the Operator.

In the event of no voucher having been received, their invoice will be made out as per last confirmation received from the Operator and confirmed by Alte Brucke Resort.

Pro Forma invoices will be e-mailed with the confirmation of the reservation; however the STO rates supplied to the Tour Operator are the binding rate to be paid.

All Reservations must be paid 30 (thirty) days prior to arrival, unless otherwise agreed.

Credit facilities can be applied for through the accounts department only as special agreements.

Any queries on an invoice must be addressed to the debtors department at Alte Brucke Resort in writing within 30 (thirty) days of date of invoice.

### **GENERAL**

The Tour Operator agrees and undertakes to keep the rates confidential.

This agreement is governed by and is subject to interpretation in accordance with the laws of the Republic of Namibia.

Alte Brucke Resort shall be excused and shall not be deemed in default for any failure of performance hereunder, for any reason beyond its control, such cause shall be deemed to include, without limitation, war, warlike operations, armed aggression, insurrection riots, fire, explosion, accidents, failure to obtain government approvals, Government acts or omissions, regulations or orders, acts of God, acts of public enemy, epidemics, quarantine, restrictions or labor unrest.

The agent shall ensure that the client insures him/ herself for emergency medical evacuation cover