TRAVEL PACK

Prepared for:

Ivy Nyakundi
ICSME Conference
Johannesburg, South Africa
Dec 5th - 8th Dec

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Itinerary (Trip Summary)

Date	Time	Event
5th Dec	6:15 AM	Depart Nairobi.
5th Dec	12:00 PM	Arrive Johannesburg
5th Dec	3:30 PM	Check in Radisson Blu Gautrain Hotel
6th Dec	9:00 AM	ICSME Conference at Sandton
6th Dec	19:00	Back at Hotel

ENTRY/EXIT
INFORMATION

Documentation requirements

ENTRY:

- Passport with expiration date more than 6 months from entry date (
) check
- Visa–free entry for short stays. <u>Visa</u>

EXIT:

No longer required to show proof of COVID vaccination certificate.

Info

Your COVID Vaccine Card

(May be required to enter some events)

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2nd Dose COVID-19 EW015	mm dd yy mm dd yy

HOTEL INFORMATION

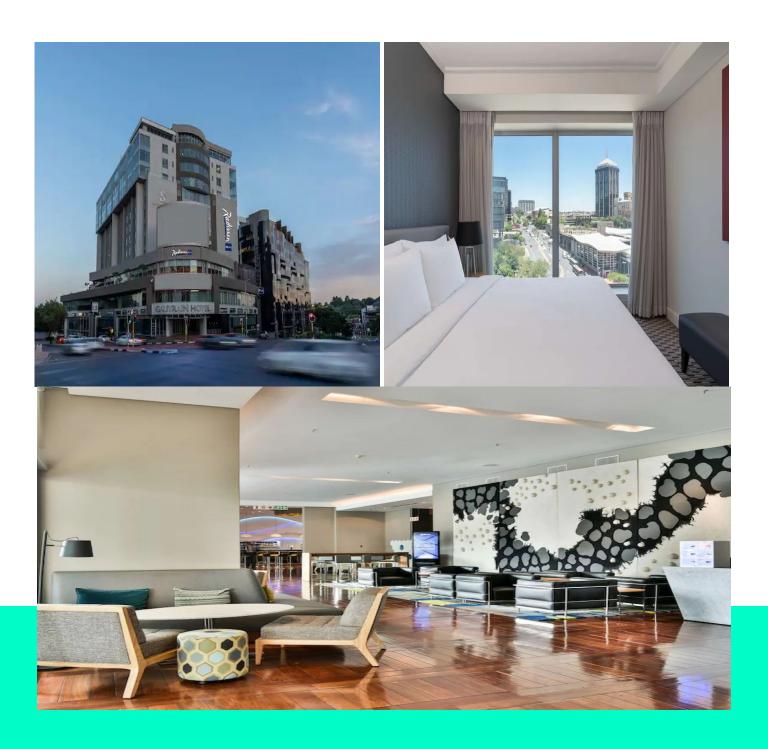
Hotel confirmation



Hello Ivy.

Welcome to The Radisson Blu Gautrain Hotel. Thank you for choosing us for your choice of stay during your visit. We love our customers and are ready to make your short stay comfortable. For any more enquiries and further informations please contact the hotel.

Hotel confirmation



EVENT INFORMATION

- Etiquette and Cultural expectations Conference information
- International Conference on Small and Medium Enterprises
- Ecommerce forum

Etiquette and Cultural expectations



South Africans usually like to take the time to exchange pleasantries and engage in social discussion after greetings. It is appreciated to ask about someone's health.

It is polite to show respect and interest in what people have to say whenever they are talking. A South African may quickly disregard you as a disrespectful

person if they feel you are not listening to them.

Conference information

COVID Vaccination updates

All ICSME attendees must be fully vaccinated against COVID-19 prior to checking in at the event. Record of COVID-19 vaccination must be provided at onsite check-in..

Acceptable records include your physical COVID-19 vaccination/immunization card, a photo of your vaccination/immunization card, or a digital verification from a smartphone application.

Hygiene measures

Masks are required for everyone at the conference except when eating or drinking. We require attendees to remain stationary while they eat. If attendees are outside a designated eating area, they must replace their masks between bites or sips.

Reception

Please be prepared to present a valid, government-issued photo ID and proof of vaccination at the check-in point. We wish to urge all attendees to comply with our regulations.

Conference information

Check our website for further details and more information about ICSME 2022. <u>Here</u>

Venue map & Directions

See map to get directions to venue Here

International Conference on Small and Medium Enterprises

Welcome to the 26th ICSME in Johannesburg under the theme "Recurrent Emergencies. Resilient Enterprise. Envisioning the Future." Similar to past ICSMEs, conference attendee will include policymakers, enterprise support organisations, financing institutions, international experts, academics and researchers, international development agencies, and entrepreneurs.

Highlights

- SME Support ecosystems
- Entrepreneurship

Ecommerce forum

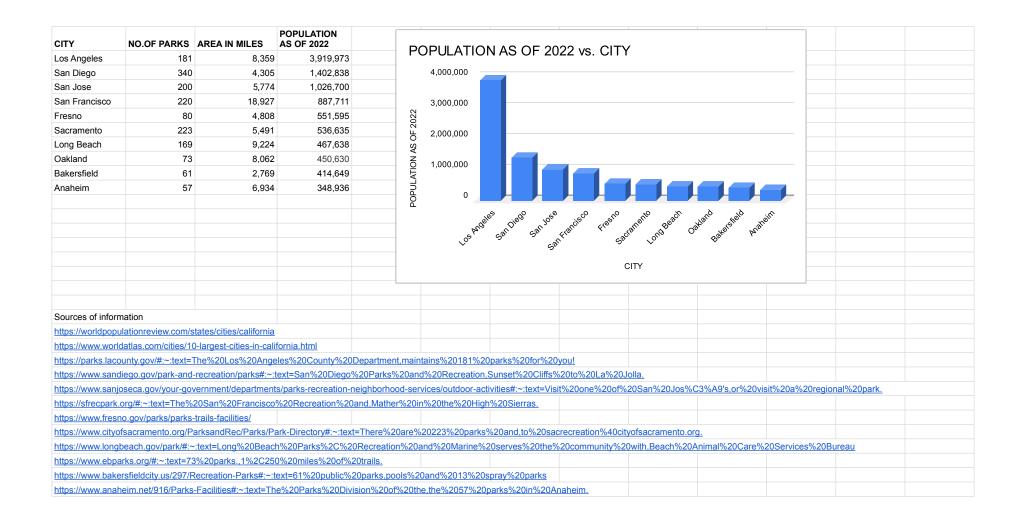
Trade Conferences International (TCI) is specifically designed to assist and encourage e-merchants and ecommerce service providers to expand their market reach, increase sales and revenue, improve brand visibility and create a competitive advantage.

Highlights

- Thought leaders from organistions such as the South African Revenue Services (SARS) & Pick n Pay.
- Ecommerce professionals from companies dealing with retail, online payments sales should attend.
- Opportunity to network with industry professionals and increase business relationships

TRAVEL BUDGET

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Visa Applcation process	Flights	Accomodation	Activities	Meals	Total Cost
\$0.00	\$3,133.00	\$114.00	\$180.00	\$400.00	\$3,827.00



		PROJEC	T PLAN			17-Oct	19-Oct	20-0ct	21-Oct	22-Oct	24-0ct	25-Oct	26-Oct	27-0ct	29-Oct	30-Oct	31-0ct	2-Nov	3-Nov	4-Nov	2-Nov
Bucket	Action item/Deliverables	Owner	Start Date	End Date	Status																
Enrollment	Finish my application to ALX VA course	lvy	18-May-22	30-Jun-22	Done																
Enrollment	Start ALX VA Course	lvy	27-Sep-22	27-Sep-22	Done																
ALX Course	Join and update my profile in THE ROOM portal	lvy	12-Oct-22	13-Oct-22	Behind																
ALX Course	Complete and submit milestone 8	lvy	15-Nov-22	21-Nov-22	Not started																
Job Search	Graduate from ALX program	lvy	22-Nov-22	30-Nov-22	Not started																
Job Search	Tailor several CVs	lvy	14-Oct-22	22-Nov-22	In Progress																
Job Search	Polish my LinkedIn profle	lvy	23-Nov-22	25-Nov-22	Not started																
Job Search	Send applications to Upwork & Freelancer.com	lvy	1-Nov-22	22-Nov-31	Not started																
Job search	Find three VA job applications	lvy	1-Dec-22	31-Dec-22	In Progress																
VA Work	Secure employment/contract as a VA	lvy	25-Dec-22	31-Jan-23	Not started																

	7-Nov	8-Nov	9-Nov	AON-10-1	12-Nov		14-Nov	15-Nov	16-Nov	17-Nov	18-Nov	19-Nov	20-Nov	21-Nov	22-Nov	23-Nov	24 Mov	79-Nov	26-Nov	27-Nov	28-Nov	29.Nov	AON-67	AON-NO	-Pec	2-Dec	3-Dec	4-Dec	5-Dec	8-Dec	307	9-Dec	10-Dec	11-Dec	12-Dec	13-Dec	14-Dec	15-Dec	16-Dec	17-Dec	18-Dec	19-Dec	20-Dec	21-Dec	22-Dec	23-Dec	24.000	٠I،	26-Dec	27-Dec
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Job search VA Work

	28-Dec	29-Dec	30-Dec	31-Dec	1-Jan	2-Jan	3-Jan	4-Jan	5-Jan	6-Jan	7-Jan	8-Jan	9-Jan	10-Jan	11.Jan	12-Jan	13-Jan	14-Jan	15-Jan	16-Jan	17-Jan	18-Jan	19-Jan	20-Jan	21-Jan	22-Jan	23-Jan	24-Jan	25-Jan	26-Jan	27-Jan	28-Jan	29-Jan	30-Jan	31-Jan	1-Feb	2-Feb	3-Feb	4-Feb	Feb	0-1-60	6-Feb	7-Feb	8-Feb	9-Feb
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VA Work