



**AU/PANCOGEd**  
PAN-AFRICAN CONFERENCE  
ON GIRLS & WOMEN'S EDUCATION

## INFORMATION NOTE

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# African Union 2<sup>nd</sup> Pan-African Conference on Girls and Women's Education AU PANCOGEd 2

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Dates:  
**2 to 4 July 2026**

Location:  
**Bujumbura, Burundi**



**AUCIEFFA**  
African Union International Center  
for Girls & Women's Education in Africa



**WORLD BANK GROUP**



**EAGER**  
Her Education Her Power Our Future

## 1. QUICK LINKS

- **Conference Website:** <https://aupancoged.org/>
- **Email address for inquiries :** [au-cieffa@africanunion.org](mailto:au-cieffa@africanunion.org)
- **Online Participation :** Please check the Conference website to access links to all sessions.

## 2. PARTICIPANTS

The AU PANCOGE<sup>d</sup> 2 is expected to convene more than 300 participants, including representatives from Ministries of Education, Skills Development, Gender, and Social Development; policymakers; development partners; United Nations agencies; experts; donors; youth networks; traditional and religious leaders; civil society actors working at the intersections of gender, education, and social protection.

## 3. CONFERENCE VENUE

The Conference will be held at the **Royal Palace Hotel**, Bujumbura, Burundi. Plenary sessions will take place in the main conference hall throughout the three (3) days of the Conference.

- Side events will be held in dedicated breakout rooms in the afternoon; plenary sessions will be held in the morning.
- Badge collection and registration will start on 2nd July 2026 at 07:30 am at the registration desk at the venue.

## 4. INTERPRETATION

Simultaneous interpretation services will be available in the four (4) official languages of the African Union: **English, French, Arabic, and Portuguese.**

## 5. SPONSORED and SELF-SPONSORED PARTICIPANTS

In-person participants travelling to Bujumbura are strongly advised to arrive by 1<sup>st</sup> July 2026, the day preceding the Conference in order to ensure their timely participation in the opening sessions.

### Participants Sponsored by AU CIEFFA

If your participation is sponsored by AU CIEFFA, the team will liaise directly with you to arrange all travel requirements. Round-trip airfare, hotel accommodation, and Daily Subsistence Allowance (DSA). Participants are kindly requested to keep all boarding passes, as these will be collected by the AU/CIEFFA team on the first day of the conference.

### Participants Sponsored by Partners Organizations

Participants sponsored by other partner organizations will receive support in accordance with their sponsoring organization's internal rules and procedures. The respective organizations will communicate directly with their nominees regarding the sponsorship process and required documentation.

### Self-Sponsored Participants

Self-sponsored participants are expected to bear the full cost of their participation, including visa fees, airfare, accommodation, and any other associated expenses (e.g., required vaccinations such as yellow fever). There is no participation fee for the Conference. Lunch, refreshments, and drinking water will be provided at the venue throughout the duration of the Conference.

## 6. ACCOMMODATION

### Participants Sponsored by AU CIEFFA

Sponsored participants are not required to make their own hotel reservations. The sponsoring organization will arrange accommodation on their behalf. Each sponsoring organization is responsible for communicating the list of their participants, including arrival and departure details to the designated hotel.

### Self-Sponsored and Regular Participants

Participants making their own accommodation arrangements are invited to consider the hotels listed below. Most rates include room and breakfast; full-board options may be available upon request. Some hotels offer airport shuttle services, please confirm directly with hotel of your choice.

## RECOMMENDED HOTELS IN BUJUMBURA

Hotel	Stars	Email Address	Contact	Rates (USD / Night)	Distance from the conference venue
<b>Royal Palace Hotel</b> (Conference Venue ★)	★★★★★ (4)	royalpalacehotel.info@gmail.com	+257 22 27 57 27 +257 22 27 57 21	Standard: USD 85 Double Room: USD 130	0 km
<b>Kiriri Garden Hotel</b>	★★★★★ (4)	bookings@kiririgardenhotel.com	+257 71 76 18 70	Standard : USD 135 Apartment : USD 140	6,1 km
<b>Hôtel Club du Lac Tanganyika</b>	★★★★★ (4)	info@hotelclubdulac.com	+257 79 19 50 00 +257 22 25 02 20	Standard: USD 100 Junior Suite: USD 120 Senior Suite: USD 220	8,7 km
<b>Safari Gate Hotel</b>	★★★★ (3)	booking@safarigatehotel.com	+257 22 21 47 79 +257 62 20 51 46	Standard Room - Garden View: USD 135 Standard Room - Pool View: USD 120 Junior Suite / Apartment Suite: USD 150 Executive Room: USD 120 Twin Room: USD 100	2,9 km
<b>Roca Golf Hotel</b>	★★★★★ (4)	info@rocagolfhotel.bi	+257 22 27 71 00	Standard: USD 130 Junior Suite: USD 220 Superior Suite: USD 500	4,2 km
<b>King's Conference Center (KCC)</b>	★★★★ (3)	info@kccburundi.org	+257 22 27 36 36	Standard (Double/Twin) : USD 50 Deluxe (Double/Twin) : USD 90 Suite : USD 150	1,1 km

 **Kindly note** that the participants who are not staying in the hotels listed will not be eligible for the transport service.

## 7. TRANSPORT

Participants travelling by air will arrive at Melchior Ndadaye International Airport (IATA: BJM), Bujumbura, located about 10 km from downtown Bujumbura, or about a 15-minute drive. Information on available flights and destinations is accessible at <https://www.avionio.com/en/airport/bjm/departures>.

**The Government of Burundi will provide vehicles to transport participants between the airport and their designated hotels upon their arrival. All participants are strongly encouraged to use only the vehicles provided for this purpose.**

Conference bus services will operate between the designated partner hotels and the Royal Palace Hotel (Conference venue) at scheduled times during each Conference day. Detailed schedules will be communicated to participants in advance of the event.

## 8. VISA REQUIREMENTS

Participants requiring a visa to enter Burundi are advised to apply for an Visa in advance through Burundi's official visa portal: <https://migration.gov.bi/Apply/step1/8>.

A Airport Entry Visa is recommended. **The Visa is processed within three to five (5) business days and costs 90 USD.** Participants are advised to carry 90 USD cash with them when travelling to pay for the visa upon arrival. All participant sponsored by AU CIEFFA are requested to keep their visa receipt for a refund.

**All participants are required to comply with the following entry requirements:**

- **Passport Validity** : Passports must be valid for a minimum of six (6) months beyond the intended return date.
- **Yellow Fever Vaccination Certificate** is mandatory for entry into Burundi.
- **Recommended additional documents:** return ticket, proof of lodging, 2 passport photos, proof of sufficient financial means.

### **Yellow Fever Vaccination Certificate:**

In accordance with the official health entry requirements of Burundi, as confirmed by the Government, all participants travelling from yellow fever risk countries are required to present a valid International Certificate of Vaccination or Prophylaxis (ICVP) upon arrival at the airport. **The Certificate is mandatory for entry into Burundi**

Participants who have not yet received the yellow fever vaccine are strongly advised to do so at the earliest opportunity, as **it is recommended to receive the vaccine at least ten (10) days prior to travel.**

## 9. TRAVEL AND HEALTH INSURANCE

All participants are strongly advised to obtain comprehensive travel and health insurance for the full duration of their participation. Insurance costs are to be borne by the participants.



As part of the precautionary measures related to the Ebola virus reported in certain neighboring countries, it is now **mandatory to complete a health declaration form**, accessible via a QR code, upon arrival at Melchior Ndadaye International Airport.

All participants are asked to complete the form in advance or upon arrival using the following link: [HEALTH DECLARATION FORM](#).

## 10. CHILD SAFEGUARDING

Participants who are minors (under the age of 18 years) are requested to consult with their sponsoring organization regarding applicable child safeguarding guidelines and protocols governing their safe travel and participation in the Conference.

The AU PANCOGE2 is a child-friendly event. All participating organizations have made commitments, through their respective child safeguarding policies and protocols, to uphold and guarantee the rights and welfare of every child participant throughout the Conference.

## 11. IN BUJUMBURA

### Language

Kirundi is the national language of Burundi and is spoken widely throughout the country. French is the official language of government, education, and business and is the primary language of formal and professional communication in Bujumbura. English is spoken in some business and hospitality settings.

### Currency and Financial Services

The official currency of Burundi is the Burundian Franc (BIF). Currency exchange and banking transactions may be conducted at the Bank of the Republic of Burundi (BRB) and at licensed foreign exchange offices.

- It is strongly advised against using the black market (street money changers).
- Regulations: Declare any amount exceeding 10,000 USD upon entry (non-residents).

The following indicative exchange rates are provided for reference purposes only:

Country	Currency	Burundian Franc (BIF)
United States	USD 1	2,941 BIF
United Kingdom	GBP 1	3,985 BIF
Euro Zone	EUR 1	3,450 BIF

For the most current exchange rates, please consult [www.xe.com](http://www.xe.com).

### Regulations on Foreign Currency and Valuables:

You may bring in or take out up to \$10,000 in foreign currency without restriction. Above this threshold, a written declaration is required upon arrival.

Jewelry, expensive electronic devices (computers, cameras), or professional equipment must be declared upon entry to avoid paying customs duties upon departure.

### Meals

Burundian cuisine is based on staple foods including beans, maize, bananas, cassava, and sweet potatoes. Common dishes include Ugali (a firm porridge made from maize or cassava flour), isombe (cassava leaves), and various meat, fish, and vegetable preparations. Lunch, refreshments, and drinking water will be provided at the Conference venue throughout all

### Weather, Climate, and Clothing

Bujumbura is situated at an altitude of approximately 775 metres and benefits from a tropical climate moderated by Lake Tanganyika. During July, daytime temperatures typically range from 16°C to 29°C, with cooler evenings. Participants are advised to bring light clothing suitable for a warm climate, as well as a jacket or wrap for cooler evenings and air-conditioned conference rooms.

### Local Time

Bujumbura operates on Central Africa Time (CAT), equivalent to UTC+2 (GMT+2). An online time zone converter is available at: <https://www.timeservers.net/cities/bi/bujumbura>

## Telephone Services

The two principal mobile network operators in Burundi are Econet Wireless Burundi and Viettel Burundi (Lumitel). Both networks maintain service centres in Bujumbura. Participants requiring a local SIM card are advised to purchase one upon arrival in the city.

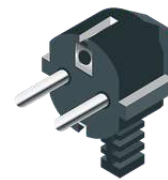
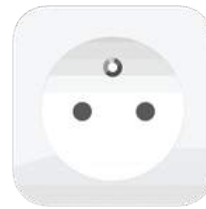
## Electricity

The standard voltage in Burundi is 220 V at 50 Hz. Power sockets are of Type C and Type E. Participants are advised to bring appropriate plug adaptors. Power interruptions may occur; participants should plan accordingly.



Type C

<https://www.power-plugs-sockets.com/burundi/>



Type E

## Safety and Practical Tips

- Avoid traveling at night outside major urban areas.
- Never take a motorcycle taxi (frequent risk of accidents).
- Always lock the doors in a taxi; keep the windows closed in traffic jams.
- Keep your valuables, phones, and bags out of sight in public places.
- Avoid crowds and unsecured, heavily frequented areas.

## 12. CONFERENCE ORGANIZERS' CONTACT INFORMATION

The AU PANCOGE<sup>d</sup> 2 is organized by the African Union Commission / AU CIEFFA jointly with the Republic of Burundi. For further information, please visit <https://cieffa.org/> or contact us at [au-cieffa@africanunion.org](mailto:au-cieffa@africanunion.org) and [djek@africanunion.org](mailto:djek@africanunion.org)

- Conference Website: <https://aupancoged.org/>
- Telephone.: +226 25 37 61 55 | Fax: +226 25 37 64 98



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