

NM01016/2018/21

Malibongwe

C O N F E R E N C E

ON WOMEN'S STRUGGLE IN SOUTH AFRICA

amsterdam, 6 - 18 januari 1990

IMPORTANT INFORMATION FOR PARTICIPANTS

Welcome to Amsterdam!

For over a year many people in South Africa, Lusaka and Amsterdam have been working to make the Malibongwe conference possible. Many organizations and individuals in the Netherlands and in other countries have given financial support, time and skills. Enthusiasm for the conference has been growing here. We are all very happy to have you here and we are convinced the results of the conference will be more than worth all the effort. The ANC Women's Section and the Malibongwe Foundation are looking forward to your active participation in the conference, the meeting programme and the cultural events.

This pamphlet explains the practical side of the organization. Please read it carefully to ensure that everything goes as smoothly as possible.

TRANSPORT (airport)

Transport for delegates to and from Schiphol will be provided. On all incoming and outgoing flights there will be someone from the organization to help with possible problems with immigration. If there are any changes in your flight schedule, please inform us well in advance.

PUBLIC TRANSPORT

With your allowance you will receive a pass that entitles you to free public transport in Amsterdam during the conference (on trams, metro and busses, except the yellow busses). Please ask your hosts (or someone from the organization) to explain the best way to reach the conference venues. See also the map of Amsterdam showing you the (main) tram, bus and metro lines. Regular busses and trams run till around midnight. After midnight you can use the nightbusses (see map). Taxi's are very expensive in Amsterdam, but the public transport system is good.

HEALTH FACILITIES

All delegates are insured against accidents and serious illnesses occurring during your stay here and needing hospital treatment. If you need medical treatment, please contact the secretariat and ask them to make an appointment with a doctor. There is at present a flu virus around. Delegates are advised to dress warmly. If you contract the flu it is advisable to stay in bed for at least two days - rather than force yourself to attend

the conference and be down with the flu for much longer.

WARM CLOTHES

As you have noticed already, it can be rather cold in Amsterdam at this time of the year. If you don't have enough warm clothes please contact the secretariat.

Don't hesitate to ask your hosts for extra blankets if you need them.

ORGANIZATION

Many people are involved in the organization. Each has a specific task. The organizers are recognisable by their green badges.

In general, please contact the secretariat on the 5th floor of Studio Amsterdam, with all your inquiries and problems. (During lunch and dinner somebody from the secretariat team will be in the dining room!)

The secretariat team may not be able to solve the problem straight away, but they will do their utmost. We ask for your patience when things are hectic!

In order to have as quiet a working place as possible at the secretariat, please only go there for 'business' purposes.

CONFERENCE VENUES

From the 1st till the 21st of January Studio Amsterdam, Korte Leidsedwardsstraat 12 will house the conference secretariat, restaurant, cinema for the video programme and some workshop rooms. Opening hours : 9.00 till 23.00 hrs. daily.

From the first till the 11th there will be a big meeting room available on the ground floor for delegates and invited guests. (Visitors need a visitor's badge!)

On the 1st floor is the restaurant (open from 17.00 till 20.00 hrs.).

On the 3rd floor are two workshop rooms for meetings etc. ('Ruth First Room' and 'Lilian Ngoyi Room'). Please check with the conference co-ordinators if you plan to have a meeting in one of these rooms.

On the 5th floor are the secretariat (from 1 - 21 January open from 10.00 till 20.00 hrs.), the press room and the videoroom (open during video shows).

The only people who have access to Studio Amsterdam are delegates (yellow badges), official invitees (white badges) and the organization team (green badges). If you want to use the place for meetings with press people please consult the publicity team.

Other people - not involved in the Malibongwe conference - are also using Studio Amsterdam, so only use the spaces that have been especially rented for Malibongwe!

The conference itself (12 - 18 January) will take place in the Shaffy Theatre, Keizersgracht 324. 'Shaffy' is a theatre, it is only available to us during the day. In the evening there are performances. Only some of the rooms are rented for the conference, others are used for rehearsals during the day, so

please be quiet on staircases etc. and only use the rooms that are rented for Malibongwe.

This venue opens at 9.00 in the morning. Coffee and tea will be served in the restaurant on the groundfloor. Plenary sessions and workshops start at 9.30. At 17.00 we have to leave the workshops rooms. There is the possibility of continuing informally in the Shaffy cafe on the groundfloor. (You will have to pay regular prices for drinks!)

All plenary sessions are held in the Koepelzaal (topfloor), workshops will be in various places, which will be signposted. For some of the workshops, delegates will have to go to Studio Amsterdam to have their workshops there, as there is not enough workshoproom available in 'Shaffy'.

Please only use the elevator if necessary and never use it with more than 5 people, otherwise it may get stuck!

One of the Malibongwe organizers will be present by the entrance (righthand side, opposite cafe, up the stairs). No phonecalls can be made from this temporary secretariat, but there is a public phone in the Shaffy theatre, just near the toilet room.

Only official delegates will be allowed into the Shaffy Theatre. Everyone will be checked so please wear your badge always for security reasons.

NOTICE BOARD

There will be a notice board in the restaurant in Studio Amsterdam for important messages, programme of the day etc. Please check it regularly, in case of changes.

ALLOWANCES

All delegates receive a daily allowance of 20 Dutch guilders during the conference period. This is meant for personal spending (drinks, souvenirs, sigaretttes, taxi's). Breakfast will be provided by your hosts, lunch and dinner by the organization (from 1 till 21 of january). You will receive your allowance for the first few days up to the following sunday on arrival. The cashier is available at the secretariat from 17.30 till 18.30. There is no 'change facility' at the secretariat, but there are 'change shops' (open day and night) all over the city.

FOOD

In this conference folder you will find mealtickets for lunch and dinner. You will get new tickets with each allowance. Please don't lose them.

Coffee and tea are free for delegates. Drinks in Studio Amsterdam are at a special price (in the meeting room on the ground floor and in the restaurant during opening hours). Elsewhere you will have to pay normal Amsterdam prices.

PHONE CALLS

There are a few public 'Telephone Houses' in the centre of Amsterdam. You can get the addresses at the secretariat. No phone calls at all should be made from the conference secretariat or from your host home. In case of emergencies, please consult with the secretariat.

ACCOMODATION

Delegates are accomodated in private homes of Dutch people and South Africans based in the Netherlands. We hope you will feel at home in your hosts house. If there are problems with your housing situation, please contact the secretariat.

EXCURSIONS

For those delegates arriving early we have arranged a programme of visits to museums etc. See the enclosed programme for more information.

MEETING PROGRAMME

We have arranged an extensive programme with many working visits to different Dutch (Women's) organizations and institutions during the 8th, 9th and 10th of January. We will try to make sure that you will visit the groups or institutions that interest you most. It may not be possible however to fulfill everyone's wishes. During these days a daily Malibongwe paper will be published with articles on some of the visit's so you can get information on places you haven't been able to go to personally. Many of the groups and institutions you will be visiting have contributed financially to the conference. They are eager to meet you and interested in your situation. We hope that these visits will be rewarding and stimulating both for you and for the groups you will be visiting. It will also give you a chance to see something of the country.

You will travel to different places in Amsterdam and in the rest of the Netherlands, always accompanied by a Dutch woman from the organization. Transport will be by train or car, but you don't have to worry about it. Everything is arranged. These visits are mostly during the day, sometimes the organizing groups have prepared a meal for you in the evening. You will hear in advance where you will be going and at what time you will be leaving. The woman that will accompany you will pick you up at Studio Amsterdam and bring you back there after the visit, and will take care of everything.

PAPERS

At the conference secretariat and at the office of the Anti Apartheid Movement there will be (some) computers and typewriters available for typing of conference papers. If you need help with typing, please contact the secretariat. Duplication and distribution of papers is done centrally. So please leave your papers with the conference co-ordinators.

PHOTOGRAPHY

There will be photographers at the public events. For meetings that are only open to delegates, special permission is needed for photography. If you don't want your photo taken, for whatever reason, please tell the photographer. Photo's that will be sent to South Africa will be checked with the conference co-ordinators for security reasons.