

## **Logistics Note**

### **G20 Digital Public Infrastructure Learning Exchange**

**Dates:** December 1-7, 2024

**Location:** Delhi and Bangalore, India

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### **Introduction**

We are pleased to welcome the delegation from the Government of South Africa to India. This logistics note provides essential information to ensure a smooth and comfortable visit.

### **Weather Information**

- **Climate:**
    - **Delhi :** In the first week of December, temperatures in Delhi usually range from 9 to 24°C. The weather is pleasant, with foggy mornings and cold evenings.
    - **Bangalore :** December in Bangalore is marked by cool and dry weather, with temperatures ranging from 18 to 24°C. It is the beginning of the winter season, and the city experiences chilly mornings and evenings.
  - **Rainfall:** Rain is not anticipated in Delhi or Bangalore during this season.
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### **Suggested Clothing**

- **Daytime Attire:** You should layer your clothing to stay warm in Delhi's cold. Considering the possibility of slight temperature drop in Delhi, wearing an extra layer is recommended.
  - **Formal Meetings:** Business formal or smart casual attire is suitable for official meetings.
  - **Cultural Visits/Informal Events:** Comfortable clothing and footwear (avoid heels) are recommended for the field visits, cultural outings, and informal events planned during your stay. Please avoid high value items such as jewelry, watch etc. during the field visit day (Dec 3).
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### **Transport Arrangements**

- **Airport Transfers:** Transportation will be arranged based on your flight details for your arrival at Indira Gandhi International Airport , New Delhi and at Kempegowda International Airport, Bangalore. Pickup information, including driver details, will be sent to you via WhatsApp 4 hours prior to your arrival time. Please note that you may be grouped with other delegates for the transfer.

**Some Recommendations:**

- *After landing, proceed through immigration → collect your baggage → and go through customs (green channel if nothing to declare). Once you exit, locate the designated meeting point to connect with your driver.*
  - *Bengaluru's airport is large with multiple gates where drivers may be waiting. Typically, drivers will call or WhatsApp you the gate number where they are stationed. **Please note we provided your drivers with your contact information so please connect with them using WhatsApp.***
  - *Please look for a placard displaying your name along with "Bill & Melinda Gates Foundation Or BMGF."*
  - *Drivers typically hold a placard that only says "Bill & Melinda Gates Foundation Or BMGF," without any personal names (occasionally due to privacy reasons). Prior to your arrival, you will receive an email with the driver's name, car details, and their mobile number.*
  - *Ensure "International Roaming" and "Mobile Data" are enabled on your mobile devices. This will allow you to call the driver and make calls upon landing in India.*
  - *Some drivers may not be able to call international numbers and often prefer using WhatsApp for communication. If you don't already use WhatsApp, consider installing it for this trip to facilitate contact with drivers without incurring international call charges. You can uninstall it after your return. SMS as an Alternative: If you prefer not using WhatsApp, SMS will work, but be aware that messages may sometimes be delayed by several minutes.*
- **Local Transportation:** Urbania minibuses will be arranged for the delegation throughout the visit, covering all official engagements and site visits. Each vehicle will be stocked with bottled water and basic refreshments. The minibuses will be color-coded to correspond with different groups. Please ensure you board the vehicle that matches the color of your assigned name badge lanyard.

**Accommodation**

- **Hotel:** The delegation will be staying at the Taj Palace in New Delhi, situated in the centre of the city and at Taj West End in Bangalore located in the heart of the city. The hotel offers all modern amenities, including Wi-Fi, in-room personal safe, tea/coffee maker and fitness center. Should you require, the hotel offers other facilities listed below:

- Laundry services
- Spa services

Please note the above will be charged directly to the guests

- **Check-In/Check-Out:** Standard check-in time is 2:00 PM, with check-out at 12:00 PM. If you are scheduled for an early or late check-in, our team has already noted this on your hotel confirmation

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**Meals**

During this event, we will be providing lunch and dinner. Please note that breakfast is included as part of your hotel accommodation. Should you have any additional meal expenses outside of the provided meals, you may submit them for reimbursement following the event.

### Meeting and Event Schedule

- **Daily Schedule:** A detailed itinerary will be provided separately, including the timings and locations of all meetings, site visits, and cultural events.
- **Meeting Venues:** All meeting venues will be equipped with necessary facilities, including Wi-Fi, projectors, and refreshments.
  - **Day 1 / 1 December:** Arrival into Delhi and optional dinner
  - **Day 2 / 2 December:** Delhi Government to Government day and Introduction to India's DPI in Action
  - **Day 3 / 3 December:** Delhi field experiences and travel to Bangalore
  - **Day 4 / 4 December:** Bangalore Partner Ecosystem Day 1
  - **Day 5 / 5 December:** Bangalore Partner Ecosystem Day 2
  - **Day 6 / 6 December:** Working Day for Roadmap and G20 Vision
  - **Day 7 / 7 December:** Departures to South Africa

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### Health and Safety

- **Medical Facilities:** In case of any need, the hotel and meeting venues are located near well-equipped hospitals and clinics. A basic first-aid kit will be available at all times during the visit.
- **COVID-19 Precautions:** Although the situation has stabilized, it's advisable to carry a mask and hand sanitizer. Follow local guidelines on public health and safety.

### Currency

- **Currency:** The local currency is the Indian Rupee (INR). Currency exchange services are available at both the airport and the hotel. While most major stores and shopping areas accept international credit cards, it is advisable to carry some cash for sightseeing and shopping.

### Cultural Etiquette

- **Greetings:** A handshake is common in business settings. However, some people may prefer the traditional "Namaste" greeting, with palms pressed together.

### Important Contact Information

If you require any assistance during your visit, please reach out to the following contacts

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ASIAN Transport Company Hotline: +91 85120 68900; +91 11 43470000 (**For Airport Transfers only**)

### **Group Communications**

WhatsApp numbers will be collected on the first day to create a WhatsApp group. The group will primarily be used to quickly share updates, such as schedule changes or logistical information (e.g., "The bus will depart in 5 minutes" or "Dinner has been rescheduled to 6:30 PM"). Participants may also share photos or interesting moments if they wish. Participation in the group is optional. If you prefer to receive updates via email, or voice call, please indicate, and adjustments will be made. The group can also be used to access contact information for any team member, if needed.

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We look forward to welcoming you to India and hope your visit will be both productive and enjoyable. Should you have any specific requests or require further assistance, please do not hesitate to contact us.

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Safe travels!