

# CONFERENCE VENUE CSIR INTERNATIONAL CONVENTION CENTRE



*where  
smart minds  
meet*

## **The Venue**

We firmly believe that the CSIR International Convention Centre (ICC) is the most suitable venue for the successful hosting of your event.

The CSIR ICC is a large, purpose-built convention venue situated in tranquil, park-like grounds in the eastern suburbs of Pretoria on the grounds of the Council for Scientific and Industrial Research (CSIR).

The grounds around the Centre abound with indigenous flora and fauna including small mammals such as the African duiker and mongoose.

This state-of-the-art centre has an experienced, dedicated team of professional staff who are totally dedicated to providing a seamless holistic service of the highest standard. All staff are experienced with catering for the needs of international delegates.

The CSIR ICC prides itself on having hosted many high profile events and is the location chosen for over 600 diverse workshops, meetings, conferences, congresses, conventions and exhibitions with accompanying functions each year.

Some of the events hosted by the CSIR ICC include the Africa Conference on Elections, Democracy and Governance; the TRC Hearings; the Simmentaler World Congress; WSSD: Science at the Summit; Visit by Yassar Arafat; the Bionet International Global Congress, the Seventh International Fiqh Conference (which included halaal catering for 500 delegates.) and Green Buildings for Africa.



### Location & transportation

You can commute to the CSIR International Convention Centre (CSIR ICC) using the Gautrain (high speed railway). The Gautrain Lynnwood bus, which departs from the Gautrain Hatfield Station, stops at the CSIR ICC.

### Accessibility

With a 30-minute direct connection via the Gautrain, Tshwane is served by OR Tambo International Airport- the largest airport in Africa.

Direct flights to OR Tambo International Airport include:

- Europe: Amsterdam, Frankfurt, Hahn, Instabul, London, Luxembourg, Madrid, Muich, Paris, Zurich
- Middle East: Abu Dhabi, Cairo, Dubai, Jeddah
- North America: Atlanta, New York
- South America: Buenos Aires, Sao Paulo
- Asia: Bangkok, Beijing, Hong Kong, Mumbai, Singapore
- Australia: Perth, Sidney
- Africa: all major cities

Tshwane is also serviced by Wonderboom Airport, which caters for charter flights.

### Conference Facilities

The Centre's auditoriums, conference, breakaway and function rooms can accommodate groups of between 10 and 450 people.

700 Delegates can be accommodated in parallel sessions and up to 1000 guests can be accommodated for cocktail-type events.

The two larger auditoriums have schoolroom style seating with raked floors, podiums, soundproof interpreting and press booths as well as digital congress network units between each two seats.



Seating and set-up in the other 10 x conference and function rooms are flexible and provided according to organisers' requirements. These rooms can seat from 10 to 100 guests and includes three banquet rooms and the 1000sqm exhibition hall compliments the facilities. Our spectacular deck set in natural bush is the ideal venue for an outdoor cocktail function for up to 500 guests.

Reception, registration and refreshment facilities with adjacent exhibition space are provided in the Centre's foyers outside each venue entrance or in the Exhibition Hall, if required.

To the right please see an image of the meeting room that is booked for your workshop – Crystal/ Garnet Room.

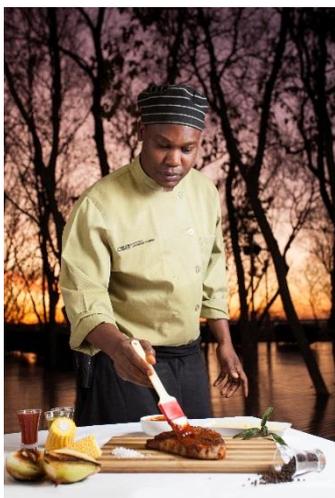
Further images of the CSIR ICC facilities can be found here: <http://www.csiricc.co.za/gallery/index.php>

This venue is situate on the first floor and out onto a balcony with views of the City of Pretoria in the distant.



## Catering

The experienced team of chefs at the Centre offers sumptuous menus with a distinctive flair. Gastronomical delights abound from pastries to buffets and plated meals, cocktail fare, barbeque functions and gala banquets.



Religious and medical dietary requirements are catered for with ease and the Centre's Executive Chef takes great pleasure in creating bespoke menus to suit each individual client's requirements.

The Centre prides itself on its competitive pricing and its ability to adapt to individual needs.

Please discuss your catering requirements with us as we look forward to the opportunity to create special menus to suit your delegates' needs.



### VIP Facilities

A VIP drop-off zone and entrance with concierge leading directly to a VIP holding lounge with private bathroom, boardroom and office facilities, incorporating a private elevator leading onto the main auditorium stage, all well positioned in a secure section of the building and fitted with bullet proof glass.



### Conference Organiser's Facilities

Fully equipped offices, boardrooms, storerooms, lounges, bathroom facilities and registration areas located at the hub of the Centre provide an organiser with all the facilities they need to produce top-class event without having to move from site.

### Facilities for Disabled Persons

Modern elevators allowing disabled persons access to auditorium stages and other previously inaccessible areas of the building complement the already existing facilities to make the entire building access friendly.



### Audio Visual & Technical

State-of-the-art audio visual equipment together with an infrastructure that supports video conferencing, all other communication systems such as satellite links and specialised power requirements gives the Centre an added edge that enhances and supports any event. All the Centre's equipment and facilities are constantly upgraded to ensure that it continues to be competitive on international standards. All equipment is supplied on a pre-arranged basis therefore equipment requirements for each venue must be confirmed with our Reservations Office.