**UNHAS Booking Office Working Hours:**
Mondays to Fridays from 08:30-17:00
Saturdays from 09:00-13:00 (up to *18:00)*

**UNHAS Bookings contact details:**
unhas.southsudan@wfp.org

**Effective - 7th November 2016**

### DISAMENDS

**STANDBY**

**REVISIONS**

1. KURWAI now served on Wednesdays, with Old Fangak
2. YEI now served on Tuesdays and Thursdays
3. **NHAILDIU & JAZEERA** remains to be served on Saturdays based on coordinated demand for BBR/RRM support

### PROTOCOLS TO REMEMBER

1. Valid UNLP or Photographic Agency I.D. Card as per the Agency indicated on e-ticket;
2. Valid Photographic employment ID card and Letter of Introduction endorsed by the Agency Head;
3. Baggage Weight Limit is Twenty (20) kgs per Passenger and five (5) kgs hand luggage (inclusive of purchases from duty free);
4. Excess Luggage and Cargo must be pre-booked. Excess Luggage will only be accepted at check-in with e-ticket;
5. Check-in time is 2.00hrs. (two hours) before departure & from deep field locations, 1.00 hr (one hour) before departure;

### BOOKINGS AND CANCELLATION DEADLINES

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**UNHAS destinations are charged USS275, per passenger; Cargo is 3 USD per kg**

**UNHAS Finance Fiscal Point:** Peter.Keen@wfp.org

**UNHAS Bookings contact details:** unhas.southsudan@wfp.org

**During Office hours:** +211 922 465 575

**Outside Office hours:** +211 922 465 240

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**DISCLAIMER**

UNHAS provides humanitarian air services to all locations within South Sudan where the population is in need of aid in strict adherence to the humanitarian principles of neutrality, impartiality and humanity. The passenger has overall responsibility of ensuring that s/he is comfortable with assigned UNHAS flight routing before boarding the flight. Kindly notify UNHAS when you are not comfortable with the route for further advice.

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**PROCEDURES TO REMEMBER**

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