

# 2<sup>nd</sup> Arab Conference on Disaster Risk Reduction

14 -16 September 2014 | Sharm El Sheikh, Egypt

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## LOGISTICS NOTE

The 2nd Arab Conference on Disaster Risk Reduction is taking place in Sharm El Sheikh, Egypt from 14 to 16 September 2014. The conference is jointly organized by the Government of the Arab Republic of Egypt, the League of Arab States and the United Nations Office for Disaster Risk Reduction (UNISDR) - Regional Office for Arab States.

### VENUE OF THE CONFERENCE:

Maritim Jolie Ville Royal Peninsula hotel - Maritim International Congress Centre.

Telephone : +20 69 3604 109 / +20 69 3604 110

Fax : +20 69 3623011

Conference website: <http://www.preventionweb.net/english/hyogo/regional/platform/acdrr/2014/>

### VISAS AND ENTRY FORMALITIES:

All participants are responsible to obtain their visa if required. For visa requirements, kindly check with the Egyptian Embassy or Consulate in your respective country.

Visa supporting letters can be issued by UNISDR upon request. If you need one, please send an email attaching a valid passport copy to: Ms. Ghada Magdi ([nagig@un.org](mailto:nagig@un.org)) and Ms. Berta Acero ([acero@un.org](mailto:acero@un.org)).

Participants are kindly requested to follow the guidelines for international vaccinations certificates' requirements.

### TRAVEL AND ACCOMMODATION:

**Sponsored participants** will have their travel arranged by UNISDR and their tickets will be sent electronically (e-ticket). UNISDR has pre-reserved rooms for sponsored participants at the Maritime Jolie Ville Royal Peninsula. Please do not contact the hotel directly if your travel is arranged by UNISDR.

**A Daily Subsistence Allowance (DSA)** will be provided to sponsored participants at the applicable UN rate for meals and other miscellaneous costs related to travel. DSA will be

available for collection at the reception of the Maritim Jolie Ville Royal Peninsula “Early Registration Desk” on Saturday, 13/9/2014 from 19:00 to 21:00 and on Sunday afternoon at the Help Desk setup at the Maritim International Congress Center from 15:00 to 16:00. DSA contact person is Mrs. Ghada El Sawaf, UNISDR Admin and Finance Officer. All sponsored participants are kindly requested to present their passports and boarding passes to receive their DSA.

**Non-sponsored participants** are responsible to make direct bookings with the hotel and will be required to guarantee their payment by credit card upon check in at the hotel. It is recommended that non-sponsored participants would try to stay at the Maritim Jolie Ville Royal Peninsula or Jolie Ville Golf Hotels. As per an agreement between the organizers and both hotels, all participants will be given the same special rate of US\$ 65.00 (Bed and breakfast – taxes and service charges included). For reservations, kindly contact:

- Mr. Mohamed Gomaa “Reservation Manager”
- Mr. Mohamed Saleh “Assistant Reservation Manager”  
E-mail address: [Reservation@srp-maritim-jolieville.com](mailto:Reservation@srp-maritim-jolieville.com)  
Telephone number: 0693604200

***Important Note: When booking at the afore-mentioned hotels please state the “2nd Arab Conference on Disaster Risk Reduction” in the subject line of your email to be granted the special rate to be provided to the conference participants.***

#### **REGISTRATION AND IDENTIFICATION BADGES:**

All participants should register online at:  
<http://www.preventionweb.net/acdrr/2014/register/form/register>

Registration desk will be open from **Saturday 13/09/2014 from 18:00 – 21:00** at the **reception of the Maritim Jolie Ville Royal Peninsula hotel** and **Sunday 14/09/2014 from 08:00** at the **Conference Hall (Maritim International Congress Centre)**.

All participants are strongly recommended to approach the conference registration desk in the **Maritim Jolie Ville Royal Peninsula reception on Saturday 13/09/2014**, to receive their badges together with the welcome kit and the conference package.

#### **OTHER SERVICES:**

- For all participants (funded and non-funded), services such as room service, laundry, mini-bar, and telephone calls, use of fax machine and use of business centre at the Maritime Julie Ville Royal Peninsula and the Jolie Ville Golf Hotels should be covered by the participants themselves.
- Simultaneous interpretation will be provided in 3 languages (Arabic, English and French) in the main plenary events.
- Wireless Internet access will be available free of charge at the venue.

- Photocopying service will be available at the hotel reception at the rate of 0.75 L.E. per paper.

### **FOREIGN EXCHANGE AND CURRENCY:**

The Egyptian currency unit is the Pound (EGP.). The exchange rate is approximately 1USD= 7.15 L.E.

Foreign currencies are exchangeable at the banks, airport, hotels and exchange offices. Bank notes are available in denominations of 5, 10, 20, 50, 100 and 200. International credit cards are accepted in major establishments. There are ATMs available.

### **HEALTH AND EMERGENCY:**

Basic medical services are available at the Hotel.

In the event of a medical emergency during the conference, please contact the conference help desk who will facilitate transport to the nearest hospital. Participants are requested to be covered by medical insurance as any emergency medical care will have to be paid directly by participants.

### **TIME ZONE:**

Egyptian Standard Time in Sharm El Sheikh city is 3 hours ahead of Greenwich Mean Time (GMT +3)

### **INTERNATIONAL DIRECT DIALING:**

International calls can be made from any private business or hotel phone.

Country code-Egypt: + 2 (0) , City Code: Sharm El Sheikh: 069

### **WEATHER:**

During September, the daytime temperature in Sharm El Sheikh reaches an average maximum of 35°C, and the temperature falls to an average minimum between 26 and 27°C overnight. Humidity is generally low. Participants are advised to bring light cotton clothes, to drink plenty of water and use protection from the sun.

***Important Note: Should you be unable to attend the conference after having registered and received the confirmation email, please be so kind as to let us know by email to:***

***isdr-arabstates@un.org***