



## Arab ICT Incubators Workshop and Arab Technoparks Meeting

Hammamet-Tunisia, 11-12 November 2013



### *Information Note*

#### **A. VENUE OF THE MEETING**

The meeting will be held on 11-12 November 2013 in Yasmine Hammamet (60 km south Tunis) - Tunisia at the following address:

**Diar El Medina Hotel – Yasmine Hammamet – Tunisia**  
**Meeting Room: CESAR 1**

#### **B. COORDINATORS**

##### **ARO Coordinator**

**Mr. Slaheddine MAAREF**  
 ITU Arab Regional Office  
 Tel: +202 35 37 17 77  
 Fax: +202 35 37 18 88  
 E-mail: [slaheddine.maaref@itu.int](mailto:slaheddine.maaref@itu.int)

##### **Meeting Coordinator**

**Ms. Monia JENDOUBI**  
 Elgazala Technopark Tunisia  
 Tel: +216 71 85 77 57  
 Fax: +216 71 85 76 00  
 E-mail: [j.monia@elgazala.tn](mailto:j.monia@elgazala.tn)

#### **C. REGISTRATION AND WORKING HOURS**

The registration of the participants and distribution of documents will take place in the meeting's venue on 11 November 2013, at 14h00 pm. The opening session will start at 14h30 pm. Working hours on 12 November will be from 09:00 to 17:30.

#### **D. PROPOSED ACCOMODATION**

Kindly be advised that it is recommended for participants to reserve their hotel accommodations via telephone or fax, by sending the Hotel Reservation Form directly to the hotels, indicating their arrival schedules **before 8/11/2013** with a copy to the Meeting Coordinator, **Mr. Abdessalem Yahyaoui**, Elgazala Technopark (Fax: +21671857600, Tel: +21671856600) to ensure the reception at the airport of Tunis.

## **LIST OF PROPOSED HOTELS**

### **Diar El Medina – Yasmine Hammamet – Tunisia (Meeting venue)**

Tel: +216 72 241 000 – Fax: +216 72 240 553

E-mail: slim.bouzguenda@medina.com.tn

www.medina.com.tn

Rate: 62 TND BB (Single Room)

### **Hotel Solaria Iberostar (5★) – Yasmine Hammamet – Tunisia (In front of Medina Mediterranea)**

E-mail: slim.bouzguenda@medina.com.tn

Rate: 72 TND BB (Single Room)

As November will be a busy period, most hotels are booked and it might be difficult to secure a hotel accommodation. Hence, please ensure that your hotel accommodation is booked and confirmed at the earliest.

### ***E. VISA FORMALITIES***

A valid passport & visa are required to enter Tunisia. Each participant is requested to consult the Tunisian Embassy in his/her country of origin to obtain the visa.

In case there is no Embassy or Consulate of Tunisia in your country, it is recommended to send, at least three weeks before the workshop, a copy of your passport to **Mr. Abdessalem Yahyaoui**, Elgazala Technopark (Fax: +21671857600, Tel: +21671856600) in order to assist in issuing your visa.

### ***F. CLIMATE***

The weather in November will be moderate cold and approximate temperatures will vary between 13°C (minimum) and 20°C (maximum).

### ***G. TIME DIFFERENCE***

GMT + 1.

### ***H. CURRENCY***

The official currency is the **Tunisian Dinar (TND)**. **1 US\$ = 1.62 Dinar**

**1 Euro = 2.18 Dinar**

Exchange can be done through Post Offices, Banks, Airport and Hotels at official rates fixed by the Tunisia Central Bank [www.bct.gov.tn](http://www.bct.gov.tn) Most International Credit Cards are accepted in Hotels and major shops. The most accepted cards in Tunisia are: Visa, MasterCard, Euro Card, American Express and Diners Club.

***I. DETAILS OF ARRIVAL AND TRANSPORT***

In order to secure reception at the airport and transportation to hotels and later on to and from the workshop venue, delegates are requested to provide their flight details and their choice of hotel accommodation, **at least two weeks before the meeting to the Meeting Coordinator**, with copy to ITU Arab Regional Office, E-mail : [ITU-RO-ArabStates@itu.int](mailto:ITU-RO-ArabStates@itu.int).

Transportation will be provided from Airport to the hotels above mentioned only and vice versa. Please provide your flight details to Mrs. Fatma Benhammouda ([fatma.benhammouda@tunisitelecom.tn](mailto:fatma.benhammouda@tunisitelecom.tn)).

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