



“Arab ICT Incubators and Technoparks Association (ARTECNET) Meeting”

Algiers-Algeria, 23-24 June 2014



INFORMATION NOTE

A. VENUE OF THE MEETING

The Meeting will be held during the period **23-24 June 2014**, in Algiers at the following address:

Address of the Venue: Cyberpark of Sidi Abdellah, Rahmania

B. COORDINATORS

Meeting Coordinators

Mr. AZEMDROUB Azeddine

ANPT - Algeria

Mobile: +213 660 36 45 68

Fax No.: +213 21 10 00 60

E-mail: drh@anpt.dz

Mr. LAKROUM Mohamed

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Mobile: +213 660 36 45 49

Fax No.: +213 21 10 00 08

E-mail: direct.marketing@anpt.dz

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

C. REGISTRATION AND WORKING HOURS

The Registration will be carried out online. Participants are encouraged to register at the latest **10 June 2014** through the following link:

www.itu.int/online/regsys/ITU-D/workshop/edrs.registration.form?_eventid=4000193

The distribution of documents to participants will take place in the meeting venue on 23 June 2014, at 09h00 am. The opening session will start at 09h30 am. Working hours on 24 June 2014 are from 09:00 to 17:00.

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 05/06/2014** with a copy to the Meeting Coordinator, **Mr. AZEMDROUB Azeddine, ANPT (E-mail: drh@anpt.dz, Mobile No.: +213 66 60364568 and Fax No.: +213 21 10 00 60)** to ensure the reception at the airport of Algiers.

LIST OF PROPOSED HOTELS :

1. **El Aurassi Hotel** (www.el-aurassi.com)
2. **Sheraton Club des Pins** (Tel: +213 21 37 77 77)
3. **Safir Hotel Mazafran** (Tel: +213 21 32 00 00)
4. **El Raouf Hotel** (Tel: +213 39 38 20, Fax: +213 21 39 59 83)
5. **El Emir Hotel** (www.hotelemir.com.dz)
6. **Hôtel d'Hydra** (Tél: +213 21 54 89 42 à 44, Mob: 06 62 18 18 96, Fax: +213 21 54 87 01/02
E-mail: contact@hotelhydra.dz)
7. **Dar Diaf Bouchaoui** (Tél: +213 21 38 20 20, Fax: +213 21 38 21 21, E-mail: info@dardiafbouchaoui.com)

Please ensure that your hotel accommodation is booked and confirmed at the earliest.

E. VISA FORMALITIES

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

In case there is no Embassy or Consulate of Algeria in your country, it is recommended to send, at least three weeks before the workshop, a copy of your passport to:

Mr. AZEMDROUB Azeddine

ANPT - Algeria

Mobile: +213 660 36 45 68

Fax No.: +213 21 10 00 60

E-mail: drh@anpt.dz

in order to assist in issuing your visa.

F. CLIMATE:

The weather in June will be moderate and approximate temperatures will vary between 25-30 degrees Celsius.

G. TIME DIFFERENCE:

GMT: +1.

H. CURRENCY:

The official currency is the Algerian Dinar.

1 Euro = 109.14 dinars

1 US\$ = 78,35 dinars.

Banks are opened from Sunday till Thursday, from 900 to 14.00.

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 meeting 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:**

Mr. AZEMDROUB Azeddine

ANPT - Algeria

Mobile: +213 660 36 45 68

Fax No.: +213 21 10 00 60

E mail: drh@anpt.dz

With copy to ITU Arab Regional Office, E-mail: ITU-RO-ArabStates@itu.int.

The ANPT will provide transportation from Airport to the hotels above mentioned only and from the hotels to the Meeting's venue and vice versa.
