



**ITU Regional Workshop on
Terrestrial and Space Radiocommunication Services
for the Arab States**

Amman - Jordan, 29 November – 1 December 2016



Information for participants

VENUE OF THE WORKSHOP

The Workshop will be held from 29 November to 1 December 2016 in Amman at the following address:

INTERCONTINENTAL JORDAN

Islamic College Street Islamic College Street

Tel: +962 (6) 464 1361 ext. 2106 Tel

Mobile: +962 77 843 3797

Fax: +962 (6) 461 9695

COORDINATORS

ITU Coordinator

Ms. Rouda Alamir Ali
Programme Officer, ITU Arab Reg. Office
Tel: +202 35 37 17 77
Fax: +202 35 37 18 88
E-mail: rouda.alamirali@itu.int

Host Country / Workshop Coordinator

Mr. Omar Al-Ajarmeh
Head of public Relations Section, TRC
Tel : 00962 6 5501120 ext. 2210
Mobile: 00962 796000738
Fax : 009626 5690830
E-mail: omar.ajarmah@trc.gov.jo

REGISTRATION AND WORKING HOURS

The registration of the participants and distribution of documents will take place on 29 November 2016 at 08:30am. The working hours are from 09:00 to 17:00.

Note: Given the amount of expected practical training during the workshops, each participant is required to bring a laptop.

HOTEL RESERVATION

Kindly be advised that it is recommended for participants to reserve their hotel accommodations via telephone, fax or E-mail, directly with the hotels of preference (ranging from 4 to 5 stars) indicating their arrival schedules before **25 November 2016**, with a copy to Workshop Coordinator (E-mail: omar.ajarmah@trc.gov.jo; phone: 00962796000738).

List of Recommended Hotels

Hotel	Star Rating	Facilities Included	Distance to Venue	Daily Room Rate (JD)	Contact
IINTERCONTINENTAL JORDAN Islamic College Street Islamic College Street Tel: +962 (6) 464 1361 ext. 2106 Tel: +962 (6) 464 1361 ext 2108 Mobile: +962 77 843 3797 Mobile: +962 77 544 0707 Fax: +962 (6) 461 9695 www.intercontinental.com	5	Wi-Fi Buffet Breakfast	The Venue	Single room JD 88.000 ++ per night	Mr. Issa Mousher السيد عيسى المعشر Sales manager Mobile: +962 77 843 3797 Issa.mousher@hg.com
				Double room JD 99.000 ++ per night	

Note: Taxes are (16% sales tax & 10% service charge).

VISA PROCEDURE

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

In case there is no Embassy or Consulate of Jordan in your country, it is recommended to send, at least three weeks before the forum, a copy of your passport to Mr. omar Al- Ajarmeh , TRC (E-mail: omar.ajarmah@trc.gov.jo ; phone: 009626 5501120 ext. 2210 ,Fax: 009626 5690830) in order to assist in issuing your visa.

TRANSPORTATION FOR PARTICIPANTS

Transfers to and from Queen Alia International Airport and official hotels **will not be provided**, airport Taxis are available 24 hours, the cost per trip is around (30 JD).

The airport has all necessary amenities, it is located (40) minutes from Amman city and the venue.

PUBLIC TRANSPORTATION



The officially recommended hotels are located close to the event venue. For those who wish to take a taxi, it is strongly recommended that delegates only use [yellow national taxis].

The cost of a journey of 10 kilometers is approximately [cost about 5 JD].

CURRENCY

The official currency of Jordan is the **Jordanian Dinar**. Visa, American Express, Access/MasterCard, and Diners Club cards can also be used. Banks are opened from Sunday till Thursday, from 8.30 to 15.00.

The exchange current rates in Jordan as of October 2016 are as follows:

 Dollar	0.71 JD (approx.)
 Euro	0.81 JD (approx.)

CLIMATE

The weather in November is cold. Approximate temperatures will vary between 10°-15°C.

SECURITY

The crime rate in Jordan is medium on UNDSS security advisory. However, visitors are advised to observe common safety practices while travelling (e.g. storing valuables in a safe, keeping wallets in a secure pocket, etc.). For any security incident, visitors should contact the police on 911.

ELECTRICITY

AC power voltage in Jordan is 220V, frequency ~50Hz. Most electrical outlets are as shown below.

