ANNEX 3

|  |  |  |
| --- | --- | --- |
| ITU logo-07 | **2nd Meeting of the Working Group**  **on Legal Framework for Child Online Protection** **in the Arab Region***Giza-Egypt, 26-27 June 2013* | G:\Raymond\Logos\en-t copy.jpg |

***Information Note***

1. ***Venue of the MEETING***

The meeting will be held on 26-27 June 2013 in Giza Governorate at the following address:

**Ministry of Communications and Information Technology**

Address: Smart Village, Building B1 -Km. 28, Cairo *I* Alex Desert Rd, Giza-Egypt

1. ***Coordinators***

|  |  |
| --- | --- |
| **ARO Coordinator** | **Meeting Coordinator** |
| **Eng. Rouda Alamir ALI (Ms.)**ITU Arab Regional OfficeTel: +202 35 37 17 77Fax: +202 35 37 18 88E-mail: rouda.alamirali@itu.int | **Mr. Raymond Maher Kamel**Ministry of Communications and Information Technology (Egypt)Tel    : +(202) 35342365Fax   : +(202) 35341656Mob:   +2 0122 240 70 42E-mail : raymond@mcit.gov.eg |

1. ***REGISTRATION AND Working Hours***

The registration of the participants and distribution of documents will take place in the meeting’s venue on 26 June 2013, at **09h00 am**. The opening session will start at 09:30 am. Working hours on 27 June 2013 are from 09:30 to 17:30.

1. ***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 15/06/2013** with a copy to the Meeting Coordinator: **Mr. Raymond Maher Kamel by (**E-mail : raymond@mcit.gov.eg - Fax No: + 202 35341656) to ensure the reception at the Cairo International Airport.

**LIST OF PROPOSED HOTELS**

**1- Hilton Dream**

Dreamland, Wahat Road, 6th of October City, Egypt

Tel: +(202) 3855-3333
Fax : +(202) 3855-3338

Web site: [www3.hilton.com](http://www3.hilton.com/en/hotels/egypt/hilton-pyramids-golf-resort-CAIPGHI/index.html)

**Contact person will be Mr. Hussein El Shamaa +2 01000064462**

Email:Hussein.ELshamaa@hilton.com

### Room Rates

|  |  |
| --- | --- |
| **Per Night** | **U.S. $** |
| Standard Room Single 1 person based on BB | 85  |

**2- Moevenpick Media City**

6th Of October District, Elhay Elmotamayez, Giza, Egypt

Tel: +20 2 3855 5001

Fax: +20 2 38555003
Web site: [www.moevenpick-cairo-mediacity.com](http://www.moevenpick-cairo-mediacity.com)

**Contact person will be Mr. Mostafa Nasef +2 01003532969**

###  Email: [moustafa.nassef@moevenpick.com](https://mail.mcit.gov.eg/owa/redir.aspx?C=a676a63294424be4b1b4bc2e73ddabac&URL=mailto%3amoustafa.nassef%40moevenpick.com)

### Room Rates

|  |  |
| --- | --- |
| **Per Night** | **U.S. $** |
| Standard Room Single 1 person based on BB | 80 |

**3- Sheraton Dreamland**

Dreamland, Wahat Road, 6th of October City, Egypt

Phone:  +(202) 385 95000

Fax:  +(202) 385 95100

**Web site:** [www.sheratondreamlandhotel.com/](http://www.sheratondreamlandhotel.com/)

**Contact person will be Mr. Ahmed Helmy +2 01144777759**

E-mail: [ahmed.helmy@sheraton.com](https://mail.mcit.gov.eg/owa/redir.aspx?C=a676a63294424be4b1b4bc2e73ddabac&URL=mailto%3aahmed.helmy%40sheraton.com)

**Room Rates**

|  |  |
| --- | --- |
| **Per Night** | **U.S. $** |
| Standard Room Single 1 person based on BB | 75 |

**4- Swiss Inn 6th of October**

Dreamland, 6th of October City, Cairo, Egypt

Tel: +(202) 3855 33 08/9/10/11/12/4

Fax: +(202) 38 55 33 13

Web site: <http://swissinn.net/pyramids/>

**Contact person will be Mr. Nabil Khahil   +2 01001600362**

Email: [nabil.kahil@swissinn.net](https://mail.mcit.gov.eg/owa/redir.aspx?C=a676a63294424be4b1b4bc2e73ddabac&URL=mailto%3anabil.kahil%40swissinn.net)

**Room Rates**

|  |  |
| --- | --- |
| **Per Night** | **U.S. $** |
| Standard Room Single 1 person based on BB | 70 |

As June 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.

1. **Visa Formalities**

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

In case there is no Embassy or Consulate of Egypt in your country, it is recommended to send, at least three weeks before the meeting, a copy of your passport to **Mr. Raymond Maher Kamel**, Ministry of Communications and Information Technology (Fax: +202 35341656, Tel: +202 35342238**)** in order to assist in issuing your visa.

1. **Climate:**

The weather in June will be moderate hot and approximate temperatures will vary between 35-40 degrees Celsius.

1. **Time Difference:**

GMT + **2**

1. **Currency:**

The official currency is the Egyptian pound. **1 Euro = 9 EGP**  (approx.).

 **1 US$ = 7 EGP** (approx.).

Banks are opened from Sunday till Thursday, from 8.30 to 14.00**.**

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

**Ministry of Communications and Information Technology will provide transportation from Airport to the hotels above mentioned only and from the hotels to the meeting's venue and vice versa.**

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*