



**ITU Arab Regional Development Forum (RDF)
2015
Amman - Jordan, 23-24 March 2015**



Information for participants

VENUE OF THE FORUM

The Forum will be held from 23 to 24 March 2015 in Amman at the following address:

Address: Amman - Jordan.

Kempinski Hotel Amman, T: +962 6 5200 200 F: +00962 5200219

Abdul Hamid Shouman Street, Amman - Jordan Web: www.kempinski-amman.com

COORDINATORS

ITU Coordinator

Mr. Slaheddine MAAREF
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Host Country / Forum Coordinator

Mr. Omar AJARMEH
Head, Public Relations Section, TRC
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E-mail: omar.ajarmah@trc.gov.jo

REGISTRATION AND WORKING HOURS

The registration of the participants and distribution of documents will take place on 23 March 2015 at 09:00am. The opening session will start at 08:30am. Working hours are from 08:30 to 17:00.

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 **15 March 2015**, with a copy to Forum Coordinator (E-mail: omar.ajarmah@trc.gov.jo ; phone: 009626 5501120).

List of Recommended Hotels

Hotel	Star Rating	Facilities Included	Distance to Venue	Daily Room Rate (JD)	Contact
Kempinski Hotel Amman T: +962 6 5200 200 F: +962 6 5200 202 Abdul Hamid Shouman Street, Amman – Jordan Web: www.kempinski-amman.com	5	Wifi/breakfast/parking... etc	0	88.00 + Taxes 26% single	Reservations.amman@kempinski.com Mr. Baker Abbasi Tel: 00962 796105535 Fax: 00962 5200219
				98.00+ Taxes 26% Double	
Al Qasr Metropole Amman T: 962 6 5666140 Fax: 9626 5689673 Mob: 962 799926544 roomdivision@atico-jo.com	4	Wifi/breakfast/parking... etc	5 minutes walk	60.00+ Taxes 26% single Superior room	Mr. Fadi bazian Sales Manager Mob: 962 799926544
				Double 70.00+ Taxes 26% Superior room	

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 Ajarmeh (E-mail :omar.ajarmah@trc.gov.jo ; phone: 0096265501120 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 February 2015 are as follows:

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

CLIMATE

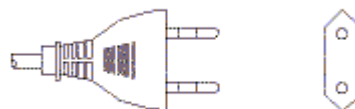
The weather in March is cold. Approximate temperatures will vary between 10º-15ºC.

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.



SERVICES AVAILABLE FOR PARTICIPANTS DURING THE FORUM

Information display:

It will be located outside the main Forum room and will provide information on many issues of interest of the participants and will forward to other services, such as city tours and transfers, mail, medical care, communications, etc. It will also be the place where you should deliver or collect lost items.

Communication Center:

Internet Access free of charge will be available at the event room.

Security:

For security reasons, all participants should always wear their badges during the Forum and in all social activities.

Medical Assistance:

Emergency and urgency medical assistance will be provided free of charge within the premises where the Forum will take place. Nevertheless it is advised to take out international travel insurance to cover any medical expenses in case of medical treatment.

GENERAL INFORMATION

General Information about the Country of the venue:

Government	
King	His Majesty King Abdullah II ibn Al Hussein
Prime Minister	Dr. Abdullah Al- Nsour
Area	Amman
Population	6,530.0 (2013)
Capital	Amman
Official Language	Arabic
Country Code	962 6
Time Zone	GMT + 2