



***ITU Forum on Smart and Sustainable Cities, Last Meeting of Focus Group on Smart and Sustainable Cities, and First meeting of the new Question 20/5 on Smart Sustainable Cities and Communities of ITU-T Study Group 5***

***Abu Dhabi-UAE, 3-7 May 2015***

***Information for participants***

## **VENUE**

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The events will be held from **3-7 May 2015** at the following address:

**Yas Viceroy Abu Dhabi Hotel**

**Yas Marina - Yas Island - Abu Dhabi, United Arab Emirates**

**Tel: +971 2 656 0700**

## **COORDINATORS**

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## REGISTRATION AND WORKING HOURS

The registration of the participants will be carried out online through:  
[http://itu.int/online/regsys/ITU-T/misc/edrs.registration.form?\\_eventid=3000772](http://itu.int/online/regsys/ITU-T/misc/edrs.registration.form?_eventid=3000772).

Onsite registration for the Focus Group on Smart Sustainable Cities (FG-SSC) and Q20/5 meetings will be carried out by TSB on 5-6-7 May only.

Please note that distribution of badges will take place at the event venue on:

- 3 May 2015, at 08:00 hours for the ITU Forum on Smart Sustainable Cities
- 5-6 May 2015, at 8.30 hours for the Focus Group on Smart Sustainable Cities (FG-SSC)
- 6-7 May 2015 for Q20/5 “Smart Sustainable Cities and Communities” Meeting.

The opening session for each event will start at 09:30 am. Working hours are from 09:30 to 17:00 hours.

## 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. Transportation between the hotels and the airport and between the hotels and the venue will be provided only for delegates who are staying in the official recommended hotels. Please note that **only** Yas Viceroy AD Hotel prices were negotiated, the rates are on average basis and it's not committed except for Yas Viceroy Hotel.

<p><b>Yas Viceroy AD Hotel</b> * * * * * (Meeting Venue)</p> <p>Single Room            AED 525</p> <p>Double Room           AED 600</p> <p>Email: <a href="mailto:yas.groups@viceroyhotelsandresorts.com">yas.groups@viceroyhotelsandresorts.com</a></p> <p>Phone Number: +971 2 656 0700, Fax +971 2656 0001</p> <p>Contact Persons: Viktor or Khalid</p>	<p>-Rate is subject to 10 % service charge and 6 % tourism fee.</p> <p>-Breakfast included</p> <p>- Rate is a Corporate rate for the ITU events, rate will be valid until 14 days prior to the events. Any booking done after will be subject to availability and can be booked at the best available rate.</p>
<p><b>Crown Plaza</b> * * * * (15 Mints walk)</p> <p>Single Room            AED 500</p> <p>Tel: +971 2 6563000</p> <p>E-mail: <a href="mailto:reservations.cpyas@ihg.com">reservations.cpyas@ihg.com</a></p>	<p>- Rate is subject to 10 % service charge and 6 % tourism fee.</p> <p>- Breakfast Not included</p>

<b>Radisson Blu</b> * * * * (12 Mints walk) Single Room AED 450 Tel: +971 2 6562000 E-mail: <a href="mailto:reservations.abudhabi@radissonblu.com">reservations.abudhabi@radissonblu.com</a>	- Rate is subject to 10 % service charge and 6 % tourism fee. - Breakfast Not included
<b>Yas Island Rotana</b> * * * * (12 Mints walk) Single Room AED 550 Tel: +971 2 6564000 E-mail: <a href="mailto:res.yasisland@rotana.com">res.yasisland@rotana.com</a>	- Rate is subject to 10 % service charge and 6 % tourism fee. - Breakfast Not included
<b>Park Inn</b> * * * (10 Mints walk) Single Room AED 300 Tel: +971 2 6562222 E-mail: <a href="mailto:reservations.abudhabi@rezidorparkinn.com">reservations.abudhabi@rezidorparkinn.com</a>	- Rate is subject to 10 % service charge and 6 % tourism fee. - Breakfast Not included

## VISA PROCEDURE

A valid passport is required to enter United Arab Emirates. In this case, participants are strongly advised to seek information on requirements applicable in their case from the United Arab Emirates Embassy / Consulate in their home countries **at least 15 days prior to the trip**.

In case there is no Embassy or Consulate of United Arab Emirates in your country, it is recommended to send, **at least two weeks before the events** a clear scanned copy of your passport to the host country Coordinator in order to assist in issuing your visa. Please note that the host country will not guarantee any request that comes after this period.

The following documents are required:

- Valid passport.
- A round-trip airline.
- Hotel booking in your name or in the name of the person with whom you will be staying, including the address/phone number of your place of stay.

## COMMUNICATIONS



The telephone network operated by the national telecommunication organizations ETISALAT and DU is superb: local calls are free and direct dialing is available to 150 countries. The international dial code for UAE is +971. Discounts rates for international direct calls apply from 9 p.m. to 7 a.m. and all day on Fridays and public holidays. There is a complete list of rates at the back of each telephone directory.

Here are some useful contacts to have at your fingertips while you are in UAE.

Police: 999

Ambulance: 998

Fire: 997

Telephone Directory Enquiries: 181

## MOBILE PHONES IN UAE

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If you wish to use your own telephone in UAE with a local SIM card, it will work provided that your telephone is NOT SIM locked.

Please keep in mind that typically in Europe, Middle East and Asia most telecom providers use the 900 MHz and 1800 MHz bands. If you wish to use your own mobile phone in UAE, you should verify in advance that your phone supports the 900 MHz and 1800 MHz bands.

## TRANSPORTATION FOR PARTICIPANTS

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Transfers between Abu Dhabi International Airport and official hotels will be provided to participants who have provided their flight details through the identified channels. They will be greeted on arrival by an authorized representative in the arrival hall of the airport.

In addition, the host country will provide transportation between the recommended hotels and official hotels.

## CURRENCY

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The official currency of the UAE is the Arab Emirates Dirham (AED or Dhs). Each Dirham is divided into 100 fils and is held constant against the US Dollar at an average of 3.67. All banks operate from 8.00am to 1.00pm, Saturday through Wednesday and 8.00am to 12.00pm on Thursdays. Currency exchange houses are open until late in the evening. All international credit and debit cards are widely accepted.

Currency Converter [www.Currency-Exchange.com](http://www.Currency-Exchange.com)



## CLIMATE

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The UAE enjoys extremely pleasant weather during its winter months, from October to April. The rest of the year, temperatures are in the low to mid-40° range. Lightweight summer clothing can be worn for most of the year. For weather forecasts, please visit:

<http://www.wunderground.com/global/stations/41194.html>

## SECURITY

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Abu Dhabi is a venue for major conferences and presents a low risk to business travelers. However, as with travel to any major city, it is important to take responsibility for your personal safety and exercise common sense security precautions at all times.

Delegates should observe common sense security precautions and not venture outside the main business and tourist areas unless accompanied by a trusted local guide. For any security incident, visitors should contact the police on 999.

## ELECTRICITY

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Domestic supply is 220 volts. Sockets suitable for three-pin 13 amp plugs of British standard design are the norm, however it is a good idea to bring an adaptor with you just in case. Adaptors can be purchased in local supermarkets. Appliances purchased in the UAE will generally have two-pin plugs attached. For more information please visit:

<http://kropla.com/electric2.htm>

## SERVICES AVAILABLE FOR PARTICIPANTS DURING THE WORKSHOP

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### **Communication Center:**

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



## ABOUT UAE

The United Arab Emirates is a constitutional federation of seven emirates; Abu Dhabi, Dubai, Sharjah, Ajman, Umm al- Qaiwain, Ras al-Khaimah and Fujairah. The federation was formally established on 2 December 1971.

The United Arab Emirates (UAE) occupies an area of 83,600 sq. km along the south-eastern tip of the Arabian Peninsula. Qatar lies to the west, Saudi Arabia to the south and west, and Oman to the north and east. The capital and the largest city of the federation, Abu Dhabi, is located in the emirate of the same name. Four-fifths of the UAE is desert, yet it is a country of contrasting landscapes, from awe-inspiring dunes to rich oases, precipitous Rocky Mountains to fertile plains. The United Arab Emirates, one of the world's fastest growing tourist destinations, has all the right ingredients for an unforgettable holiday, sun, sand, sea, sports, unbeatable shopping, top-class hotels and restaurants, an intriguing traditional culture, and a safe and welcoming environment.

## GENERAL INFORMATION

### General Information about UAE:

<b>Government</b>	<b>Federal Government</b>
<b>President</b>	<b>H.H Sheik Khalifa bin Zayed bin Sultan Al Nahyan</b>
<b>Prime Minister</b>	<b>H.H Sheik Mohammed Bin Rashid Al Maktoum</b>
<b>Area</b>	<b>83,600 km<sup>2</sup></b>
<b>Population</b>	<b>8,264,000</b>
<b>Capital</b>	<b>Abu Dhabi</b>
<b>Official Language</b>	<b>Arabic / English</b>
<b>Country Code</b>	<b>+971 / .ae</b>
<b>Time Zone</b>	<b>GMT+4</b>