



**First Arab Regional Forum**  
Early Warning Systems & Disaster Preparedness

# **First Arab Regional Forum on Early Warning System and Disaster Preparedness**

## **Together for Better Coordination and Effective Response**

**Arab Republic of Egypt, Cairo, 17-18 December 2025**

**Headquarters of the General Secretariat of the League of Arab States**

***Practical Information Note for participants***

## VENUE OF THE FORUM

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The Forum will be held from 17-18 December 2025 at the following address:

**Venue:** Headquarters of the League of Arab States in  
**Address:** Tahrir Square, Cairo, Egypt  
**Location :** <https://share.google/8EF8Llpab1MrFTvjR>

### Forum Venue and Room Allocation

Please be informed of the room arrangements for the Forum:

#### **Day 1: Wednesday, 17 December 2025**

First day will take place in the **Main Conference Room (Large Hall)** located on the **1st floor** of the main building.

#### **Day 2: Thursday, 18 December 2025**

Second day will be held in the **Theatre Conference Room**, located on the **Ground floor**.

#### **Catering Services:**

Coffee breaks and lunch will be served on the **2nd floor**.

## COORDINATORS

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### **LAS Coordinator**

Mustafa Saadi  
Director of ACMDRR  
Economic Sector - League of Arab States  
[mustafa.saadi@las.int](mailto:mustafa.saadi@las.int)

### **ITU Coordinator**

Dr. Mustafa Al Mahdi  
Programme Officer  
ITU Arab Regional Office  
[mustafa.almahdi@itu.int](mailto:mustafa.almahdi@itu.int)

## REGISTRATION AND WORKING HOURS

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The on-site registration of participants will take place in the venue on 17 December 2025 at 08:30 am. The opening session will start at 09:00 am. Working hours are from 09:00 to 16:30.

## HOTEL RESERVATION

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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.

### List of Recommended Hotels:

Participants should contact directly the hotels and reserve their own accommodation.

#### **Grand Nile Tower Hotel (\*\*\*\*\*)**

Corniche El Nil, Roda Island, Garden City Area  
Attn. Mr. Hassan Abdallah, Assistant Sales Manager ([hassan.abdallah@grandniletower.com](mailto:hassan.abdallah@grandniletower.com))  
(+01129666685)

Tel: +202 2365 1234 / +202 2366 4777 / +202 2366 4888  
Fax: +202 2368 1555  
E-mail: [reservations@grandniletower.com](mailto:reservations@grandniletower.com)  
Website: [www.grandniletower.com](http://www.grandniletower.com)

**Semiramis Intercontinental Cairo Hotel (\*\*\*\*)**

Corniche El Nil, Tahrir Square  
Attn. Mr. Mohamed Tawfik, Director of Sales-Corporate (0100 2506081)  
Tel: +202 2798 8000  
Fax: +202 2798 8111  
E-mail: [mohamed.tawfik@ihg.com](mailto:mohamed.tawfik@ihg.com)  
[Reservations.semiramisic@ihg.com](mailto:Reservations.semiramisic@ihg.com)  
[www.intercontinental.com/cai-semiramis](http://www.intercontinental.com/cai-semiramis)

**Ramses Hilton Hotel (\*\*\*\*)**

Tahrir Square  
Attn. Ms. Rimonda R. Zariief, Sales Manager  
Ms. Mariz Nazmi (m: +20 120 111 3659) ([Mariz.Nazmi@Hilton.com](mailto:Mariz.Nazmi@Hilton.com))  
Tel: +202 2577 7444 or Short No. 19009  
Fax: +202 2575 7152  
E-mail: [rimonda.zariief@hilton.com](mailto:rimonda.zariief@hilton.com)  
[reservation.ramses@hilton.com](mailto:reservation.ramses@hilton.com)

**Nile Ritz Hotel (\*\*\*\*)**

Tahrir Square  
Attn. Aya Arafa, Sales Executive, Mob: +201116567538  
Tel: +202 25778899  
E-mail: Arafa, Aya <[Aya.Arafa@ritzcarlton.com](mailto:Aya.Arafa@ritzcarlton.com)>  
[RC.cairz.bc@ritzcarlton.com](mailto:RC.cairz.bc@ritzcarlton.com)

**Fairmont Nile City (\*\*\*\*)**

Nile City Towers - 2005 B, Corniche El Nil, Ramlet Beaulac, Cairo 2466, Egypt  
Attn. Mr. Sameh Elgazzar, Assistant Manager, Sales – Corporate  
([Sameh.ElGazzar@Fairmont.com](mailto:Sameh.ElGazzar@Fairmont.com))  
Tel: +202 24619494  
Fax: +202 24619595  
E-mail: [nilecity@fairmont.com](mailto:nilecity@fairmont.com)  
Website: <https://www.fairmont.com/nile-city-cairo/>

**Steigenberger Hotel El Tahrir Cairo (\*\*\*\*)**

2, Kasr El Nil St., P.O. Box 28 Bab El khalq, Cairo | Egypt  
T +202 2575 0777 Ext. 233 | M +2012 2341 0226  
E [ahmad.adel@steigenberger.com](mailto:ahmad.adel@steigenberger.com)  
[www.steigenberger.com](http://www.steigenberger.com) | [www.hrewards.com](http://www.hrewards.com)  
Ahmed Adel

**Cairo World Trade Center Hotel & Residences (\*\*\*\*)**

1191 Corniche El Nil  
Attn. Mr. Mohamed Fayez, Regional Sales Manager  
E-mail: [Mohamed.fayez@wtccairohotel.com](mailto:Mohamed.fayez@wtccairohotel.com)

E-mail : lhab.Eldeeb@wtccairohotel.com  
Telephone : +20 2 25802000  
Fax : +20 2 25790577  
Mobile : 01271845524 - 01004097578

**Conrad Cairo Hotel (\*\*\*\*)**

1191 Corniche El Nil  
Attn. Mr. Mohamed Saber, Director of Sales  
t. +2.02.25808312  
M. +2.01277998082  
f. +2.02.25808202  
E-mail: [muhammed.saber@conradhotels.com](mailto:muhammed.saber@conradhotels.com)

**Four Seasons (\*\*\*\*)**

1089 Corniche El-Nil, Garden City, Cairo, Egypt  
Tel: +202 27916800  
<https://www.fourseasons.com/caironp>  
Attn. , Sales Manager  
Tel: +202  
Fax: +202  
E-mail: [Reservations.cai@fourseasons.com](mailto:Reservations.cai@fourseasons.com)

## VISA PROCEDURE

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A valid passport is required to enter Egypt. In this case, all participants are strongly advised to seek information on requirements applicable in their case from the Egyptian Embassy / Consulate in their home countries in order to obtain a visa. Invitation from LAS and ITU are available on event main page: [First Arab Regional Forum on Early Warning Systems and Disaster Preparedness](#)

## TRANSPORTATION FOR PARTICIPANTS

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Participants will be responsible for their own transportation. Uber and Careem are often used in Egypt and are reliable transportation options.

For those who wish to take a taxi, can use the white national taxis, as well as Uber as transportation services.



## CURRENCY

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The official currency is the Egyptian Pound (EGP).

Visa and Access/MasterCard can also be used. Foreign currencies may be changed into Egyptian Pounds at banks or private exchange offices. All banks are open from Sunday until Thursday, from 09:00 am to 14.00 pm.

The exchange current rates in Egypt as of September 2025 are as follows:

 Dollar	47.66 EGP
 Euro	55.15 EGP

The exchange rates in Egypt can be found at the below link:

<http://www.cbe.org.eg/en/EconomicResearch/Statistics/Pages/ExchangeRatesListing.aspx>

## CLIMATE

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The weather in December is not cold. Approximate temperatures will vary between 20° to 25°C.

## ELECTRICITY

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



## Services available for participants during the Forum

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### 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 tour 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 forum room.

### Security:

For security reasons, all participants should be permanently using their badges during the workshop 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

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### **About Cairo**

Cairo, Egypt's sprawling capital is set on the Nile River. At its heart is Tahrir Square and the vast Egyptian Museum, a trove of antiquities including the royal mummies and artefacts. Nearby, Giza is the site of the iconic pyramids and Great Sphinx, dating to the 26th century B.C.E. In Gezira Island's leafy Zamalek district, the 187m Cairo Tower affords panoramic city views.

### **Important telephone numbers**

General Emergency	112
Fire Department	180
Ambulance	123
Police	122