



**Second ITU-T SG11 Regional Group
for the African Region (SG11RG-AFR)
and
Second ITU-T SG11 Regional Workshop for
Africa**

Tunis, Tunisia 23-25 April 2018

Practical Information



1. MEETING VENUE

The second SG11RG-AFR meeting will take place at the Hotel Ramada Plaza-Tunis on 23-25 April 2018 and will be back-to-back with the second SG11 Regional Workshop for Africa on “Counterfeit ICT Devices, Conformance and Interoperability Testing Challenges in Africa” on 23 April 2018 at the following address:

HOTEL RAMADA PLAZA

Les côtes de Carthage, Gammarth, Tunisia

Telephone: (+216) 71 911 100

Fax: (+216) 71 910 041

Website: <http://www.ramadaplaza-tunis.com/fr/>

This 5-star hotel is beautifully located on a sandy beach on the Côtes de Carthage, in the Gammarth Village, a few minutes from downtown Tunis and from Tunis-Carthage International Airport.





2. FOCAL POINTS

ITU

TSB Events
(issues related to the Workshop)
tsbevents@itu.int

Secretariat of ITU-T SG11
(issues related to the SG11RG-AFR)
tsbsg11@itu.int

HOST

Mr Ahmed GHARBI
Head of International Cooperation, CERT
Tel: +216 98 215 808
Fax: +216 70 835 835
E-mail: ahmed.gharbi@cert.mincom.tn

Mr Karim LOUKIL
Director of CERT'Labs
Tel: +216 98 907 270
Fax: +216 70 835 835
E-mail: karim.wakil@cert.mincom.tn

3. HOTEL RESERVATION

Special rates have been negotiated for participants in the recommended hotels below.

Participants are kindly requested to fill out the Hotel Reservation Form (Annex 1) and email it directly to the contact person of the selected hotel (see table below) **by 9 April 2018 at the latest**, copy to events Coordinator Mr Ahmed GHARBI (e-mail: ahmed.gharbi@cert.mincom.tn, phone: +216 98 215808) and Mr Ali BEN MBAREK (e-mail: ali.benmbarek@cert.mincom.tn, phone: +216 97 656280), in order to guarantee preferential rates.

The final payment for the stay should be made by each participant at the hotel at the end of his/her stay.

#	Name of the hotel	Stars	Facilities included	Distance to the Venue	Single (Eur)	Contact
1	Ramada Plaza	5	Bed/Breakfast/WIFI	Venue of the event	60 (Taxes included)	hichem.gharbi@ramadaplazatunis.com
2	Africa	5	Bed/Breakfast/WIFI	15 Km	55 (Taxes included)	Res.africa@elmouradi.com
3	La Pacha		Bed/Breakfast/WIFI	18 Km	44 (Taxes included)	contact@lepacha.com.tn

4. TRANSPORTATION

Transport from the venue of the events to the hotel and vice versa will **BE NOT** provided by CERT to participants of the events. It is recommended that participants use only yellow national taxis. Note: a journey of 10 kilometres costs around 10 TND.



A pick-up from/to the airport CAN BE PROVIDED for participants who booked the above-mentioned hotels. Participants are encouraged to tick a box “pick-up” in the Reservation Form accordingly (Annex 1). Otherwise, a taxi service is available at the Arrivals zone in the Airport.

Note: the Airport is located 20 min by car from Gammarth and the events venue.

5. VISA REQUIREMENTS AND ENTRY PERMITS

A valid passport and visa are required to enter Tunisia, except for nationalities from the following list of countries that **DO NOT REQUIRE A VISA**: <http://www.tunisia.org.ua/fr/travelling/visa/>

Holders of an ordinary passport of countries not included in the above mentioned list will need a visa to enter into Tunisia. Participants are strongly advised to seek information on requirements applicable in their case from Tunisian diplomatic or consular missions in their home countries at least 15 days prior to the trip.

All requests for letters of invitation for visa purposes must be addressed to Mr Ahmed GHARBI (E-mail : ahmed.gharbi@cert.mincom.tn; phone: +216 98 215808) with copy to ITU: tsbsg11@itu.int, bearing the words “**Letter of support for visa**” as the subject and should be sent by **9 April 2018** at the latest.

In case there is no Embassy or Consulate of Tunisia in your country, it is recommended to send, at least three weeks before the event, the present form (see Annex 2) duly completed specifying the name as written in the passport, date of birth, passport number, dates of issue and expiry of the passport of the individual(s) for whom the visa(s) is/are requested and a scanned copy of the passport to Mr Ahmed GHARBI (E-mail : ahmed.gharbi@cert.mincom.tn; phone: +216 98 215808) in order to assist in the issuing of your visa.

6. VACCINATIONS

For information about vaccinations, requirements and health information for travellers please consult the World Health Organization’s (WHO) website at <http://www.who.int/countries/tun/en/>.

7. GENERAL INFORMATION AND TOURIST INFORMATION

Tunis is both the capital and the largest city of Tunisia. The greater metropolitan area of Tunis, often referred to as *Grand Tunis*, holds some 2,700,000 inhabitants.

Situated on a large Mediterranean Sea gulf (the Gulf of Tunis), behind the Lake of Tunis and the port of La Goulette, the city extends along the coastal plain and the hills that surround it. At its core lies its antic medina, a world heritage site. Beyond this district lie the suburbs of Carthage, La Marsa, and SidiBou Said.



8. LUNCH AND DINNER

During the second SG11RG-AFR meeting and the second ITU-T SG11 Regional Workshop, the host will offer to the participants the lunch and the coffee breaks.

9. TIME ZONE

Tunisia is GMT/UTC + 1 hour.

10. WEATHER

In April, average temperatures in Tunis range between 12°C and 22°C.

11. VOLTAGE AND POWER PLUG

The standard voltage in Tunis is 220V/50Hz. Plug Type C and E are used (see examples below).



12. MEDICAL SERVICES

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

13. EMERGENCY SERVICES

For any emergencies that can occur, participants are requested to call from any landline or mobile phone in Tunisia the following services:



Police: 197

Fire: 198

Ambulance: 190

14. CURRENCY AND CREDIT CARDS

The official currency of Tunisia is the **Tunisian Dinar (TND)**.

Visa, American Express, and Access/MasterCard can also be used. Banks are opened from Monday until Friday, from 8.00 to 16.00.

The exchange current rates in Tunisia as of January 2018 are as follows:

Dollar	2.4 TND (approx)
Euro	2.98 TND (approx)

15. TELEPHONE CALLS

The country code for Tunisia is +216.

Foreign visitors to Tunisia can utilize mobile telephony services in two ways:

- International Roaming, which is provided with nationwide coverage;
- Prepaid Sim Cards, which can be purchased from any mobile operator.

Visitors need a valid passport in order to purchase Sim Cards. Credit recharge can be done through several channels such as supermarkets, operators point-of-sale and newspaper kiosks.

16. SMOKING POLICY

Smoking is prohibited in public places in Tunis. Some bars, restaurants, theatres, museums and other public places have designated areas for smoking (please follow the signs).



ANNEX 1

Hotel reservation request

For ITU-T SG11RG-AFR and second SG11 Regional Workshop for Africa

(Deadline for sending is 9 April 2018)

(PLEASE USE CAPITAL LETTERS)

1. Mr. / Mrs. _____	
(Family name)	(First name)
2. Country : _____	
3.Address : _____ _____	
4. Tel.: _____	Fax: _____
E-mail : _____	
5. Name of the hotel: _____	
Check-in(dd/mm/yy): _____	Check-out(dd/mm/yy): _____
Total of nights _____	
Pick-up from Airport :	
Yes	<input type="checkbox"/>
No	<input type="checkbox"/>
6. Arrival Date : ____/____/2018	
Flight No. : _____	Time : _____
Flight coming from (city): _____	
7. Departure date : ____/____/2018	
Flight No. : _____	Time : _____

Date : _____	Signature : _____
---------------------	--------------------------



ANNEX 2

LETTER OF INVITATION FOR VISA REQUEST

For ITU-T SG11RG-AFR and second SG11 Regional Workshop for Africa

(Deadline for sending is 9 April 2018)

[Note: Visa approval might take time. Please send your request as soon as possible]

Please use **CAPITAL** letters.

Surname & first name(s):	
Gender:	
Position:	
Organization:	
Address:	
Telephone:	
Fax:	
Nationality:	
Passport number:	
Date of issue:	
Place of issue:	
Date of expiry:	
Country & city where you will obtain the visa:	
Date of birth:	
Place of birth:	
Date of arrival:	
Date of departure:	

All requests for letter of invitation for visa purposes must be addressed to Mr Ahmed GHARBI (e-mail: ahmed.gharbi@cert.mincom.tn; phone: +216 98 215808) with copy to ITU: tsbgs11@itu.int, bearing the words **“Letter of support for visa”** as subject and should be sent by **9 April 2018** at the latest.



Note: the email should also include as attachments the present form duly completed specifying the name as written in the passport, date of birth, passport number, dates of issue and expiry of the passport of the individual(s) for whom the visa(s) is/are requested, scanned copy of the passport and a copy of the notification of confirmation of registration for the ITU-T SG11RG-AFR meeting and/or related ITU Workshop.
