



MIDDLE EAST REGIONAL CONFERENCE ON LOCALISATION OF AID

29 - 30 JULY 2019 - AMMAN, JORDAN

Logistics Note for Participants

ORGANISED BY



Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

HOSTED BY



WITH SUPPORT FROM



European Union
Civil Protection and
Humanitarian Aid

PARTICIPANT INFORMATION

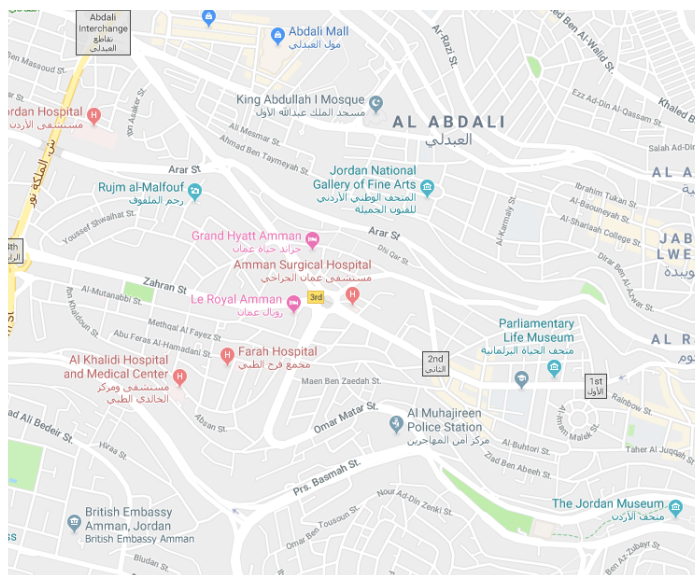
1. Venue
2. Accommodation
3. Visa Arrangements
4. Transportation
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This note contains important information about the Middle East Regional Conference on Localisation and is designed to help you plan and make the most of your time. Please read carefully and don't hesitate to get in touch with us if you have any questions about your attendance.

VENUE

The Middle East Regional Conference on Localisation will take place at Le Royal Hotel in Amman, Jordan.

The meeting will be held in the Jarasia meeting room, located on floor B3.



Le Royal Hotel Amman

www.leroyalhotel-amman.com

T: +962 6 46403000

Check-in starts from 14:00hrs,

Check-out by 12:00hrs

Daily bottled water is provided in the room.



You can scan this QR code with your phone and save the location directly in your map application of preference (supports Google Maps and Apple Maps).

CONFERENCE FACILITIES

All conference facilities and meeting rooms are equipped with WIFI. Participants are encouraged to bring their own laptops and an adaptor if required.

CATERING

Lunch and Coffee / Tea will be provided on both days for registered participants at the conference venue, free of charge.

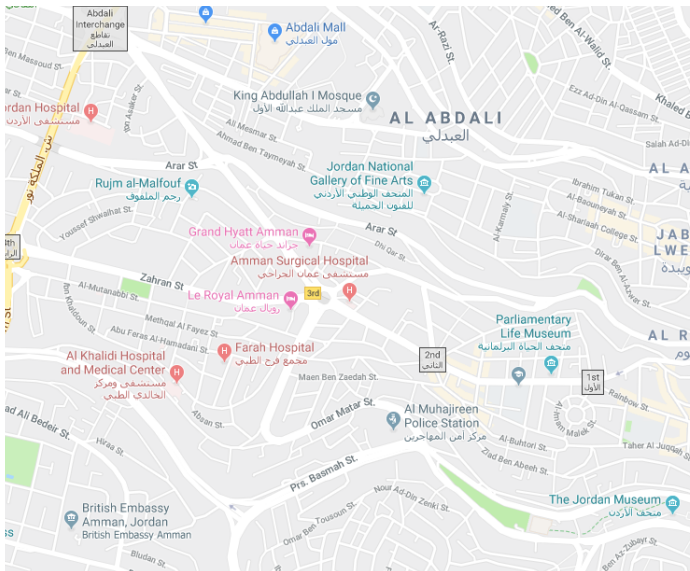
A shared conference dinner will be hosted by the Jordan Red Crescent president on 29th July 2019, at his farm in Sahab-Jordan at around 7.30pm. Transportation will be provided by the conference organisers.

ACCOMMODATION

The conference organisers have made a block reservation at Le Royal Hotels and Resort in Amman for interested participants. Accommodation at Le Royal Hotel will include breakfast, which will be served in the hotel's main restaurant.

The hotel is conveniently located on Zahran Street, 3rd Circle in Jabal Amman and offers a special rate (65JD/night) and free airport transportation for conference participants.

If you are interested in staying at the Le Royal Hotel during the conference or would like information regarding other options, please contact us as soon as possible.



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FOR WORKSTREAM SUPPORTED PARTICIPANTS:

Supported participants are booked in standard single rooms at Le Royal Hotel in Amman. The accommodation includes breakfast. Other costs related to your participation in the conference will be reimbursed as per agreement.

You will receive a hotel booking confirmation by e-mail.

VISA ARRANGEMENTS

Visitors can obtain a visa at the airport for 40JD (equivalent to 56 US\$) upon arrival or from one of the Jordanian diplomatic missions. Please consult the official website of the Ministry of Foreign Affairs for visa guidance related to specific nationalities.

If you need support in obtaining a visa for the time of the conference, please contact us. In case of urgent requests or an emergency, please contact the IFRC Admin & Procurement officer, Mrs Ikram Daoud, directly: +962 79 1024932.

TRANSPORTATION

Airport transportation to the hotel will be provided by the IFRC fleet:

Upon arrival at Queen Alia International Airport:

Our driver holding the IFRC Logo / wearing an IFRC vest will await you in the main hall after baggage claim.

In case of an emergency / for assistance, please call Ms Hanin Hajaji (+962 790980191) or Mr Soud Al Ajarmeh (+962 797148923).

Should no vehicle be available, we will inform you accordingly. The average cost of the taxi from the airport to the city is around 18-25 JD.

The average travel time from the hotel to the international airport is 30mins, please plan accordingly.

Other transportation during your stay in Amman:

The Le Royal Hotel provides a 24hr/day taxi service to its guests.

The recommended taxi services in Amman are the yellow taxis, which can be hailed from the street. During the day, drivers will generally use the metre, after 10pm or if picked up outside a popular expatriate location, however, they may insist on a set price.

UBER and Kareem are also widely used.

Visitors need to be aware that street names are relatively new in Jordan and not widely known by many. Landmarks close to the destination are more commonly used to describe where people want to go.

REGISTRATION

Conference participants are kindly asked to register at the registration desk from 8:00am - 9:00am on both days of the conference.

The registration desk will be located in front of the Jarasia Meeting Room at Le Royal Hotel.

ABOUT AMMAN

CLIMATE

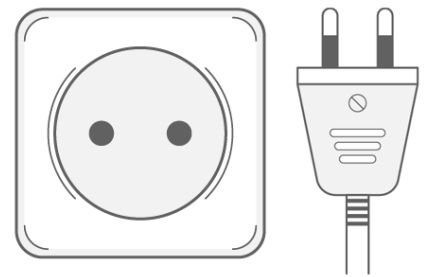
Western Jordan has essentially a Mediterranean climate with a hot, dry summer, a cool, wet winter and two short transitional seasons. Average temperatures in July range between 20 and 32°C.

TIME

The time in Amman is GMT +3.

ELECTRICITY

The electric supply is 230 volts, with a standard frequency of 50Hz, accessible via 13-amp, two-pin (European) sockets as in the picture. Electrical outlets / plugs are most commonly of the two round-pronged types, so please ensure to bring an appropriate adaptor if required.



MONEY

The national currency of Jordan is the Dinar and is denoted by JD. The dinar has smaller denominations or subunits. In particular, one dinar is equal to 10 dirhams, 100 qirsh and 1,000 fils.

The dinar is pegged to the US Dollar at 0.709 JD = 1US\$.

You can exchange money at the hotel's front desk or in other exchange bureaus or banks, which are widely available.

ATMs can be found throughout Amman and credit cards are widely used, however, commission of up to 5% may be added. All banks have large signs (in English) indicating which credit cards they accept.

There are no restrictions on bringing dinars into Jordan. It's possible to change dinars back into some foreign currencies in Jordan.

SAFETY & SECURITY

Amman has a low record of common crimes and is considered to be very safe for visitors. However, for your safety, please maintain a high state of vigilance at all times. Petty theft, pickpockets and purse snatching are common crimes when opportune. They can occur at any time of the day and night. Do not display high value jewellery, especially on the street. Avoid walking alone at night, even for short distances, and keep to the main roads and avoid short cuts down back alleys.

EMERGENCY NUMBERS

IFRC Security & Protocol Officer: Mr Soud Al Ajarmeh: +962 797148923
Fire Department & Ambulance: 911

RECOMMENDED HOSPITALS & CLINICS

In Amman, the leading medical facilities are:

Arab Medical Centre - T: 5921199
Jordan Hospital - T: 5608080
Al Khalidi Hospital - T: 4644281
The Specialty Hospital - T. 5609609

CONTACT US

If you have any queries prior to the conference, please do not hesitate to contact us:

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E: esther.waldmeier@ifrc.org

W: https://media.ifrc.org/grand_bargain_localisation/grand-bargain-localisation-workstream/conferences/