



**ITU Centers of Excellence Network for Arab Region
Tunis International Centre for Environmental Technologies
(CITET)**

**Face-to-Face Training Course on
Environmental Management System according to ISO 14001 Standard**

Tunis-Tunisia, 23 - 26 September 2019

INFORMATION NOTE

1. INTRODUCTION

This training course on "Environmental Management System according to ISO 14001 standard" aims to:

- Have an overview on the history and purpose of environmental management standards.
- Understand the requirements of ISO 14001 (2015) and how to implement them.
- Know the process and the practical mechanisms for setting up an environmental management system according to the ISO 14001 standard.
- Understand the links between the different elements of the standard.
- Understand the use of information and communication technologies (ICT) in the implementation of the environmental management system.

2. VENUE OF THE TRAINING

The training will held at the Tunis International Centre for Environmental Technologies (CITET).

Address: Street of Leader Yasser Arafat 1080, Tunis-Tunisia

Tel: +216 71 206 766 - Fax: +216 71 206 642

Website: www.citet.nat.tn

3. COORDINATORS

<u>TRAINING COORDINATOR</u>	<u>ITU COORDINATOR</u>
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4. REGISTRATION

The registration of the participants to be done online via the course homepage ([Click here](#)), offline registration will take place in the Training venue on 23 September 2019, at 08:00 hrs. The opening session will start at 08:30am. Working hours are from 09:00 to 17:00.

5. VISA FORMALITIES

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

In case there is no Embassy or Consulate of Tunisia in your country, it is recommended to send, at least two weeks before the training a clear scanned copy of your passport to the Training Coordinator in order to assist you in issuing your visa.

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.
- Confirmation of registration for the event.
- If applicable, invitation letter received from country of the venue.

6. ACCOMMODATION

Kindly be advised that it is recommended for participants to reserve their hotel accommodations via travel agency.

LIST OF PROPOSED HOTELS

List of recommended hotels including contact details, prices, proximity to event venue, as well as transportation availability from hotel to event venue.

Hotel	Star Rating	Facilities Included	Distance to Venue	Daily Rate (USD) LPD	Contact
Maison Blanche	5	Wifi/breakfast/dinner/parking	10 min	Single : 79 / dinner on the card Double : 82	maison.blanche@planet.tn
Belvedere Fourati	4	Wifi/breakfast/dinner	16 min	Single : 104 / dinner on the card Double : 104	reservation@hotelbelvederetunis.com
Hotel Le Consul	4	Wifi/breakfast/dinner	12 min	Single : 75 / dinner on the card Double : 75	contact@hotelleconsul.com
Hotel El Becha	3	Wifi/breakfast/dinner	7 min	Single : 44 / dinner on the card Double : 62	contact@lepacha.com.tn
Hotel du Parc	3	Wifi/breakfast/dinner	10 min	Single: 46 / dinner on the card Double : 57	contact@tunisiapalace.com

7. INFORMATION ON ARRIVAL AND TRANSPORT

The airport has all necessary amenities to welcome participants properly. It is located 10 minutes from the city and the official recommended hotels.

The transportation between the hotels and the airport and between the hotels and the venue will be provided by CITET for participants who are staying in the official recommended hotels.



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 about 10 TND.

8. CURRENCY

The official currency of Tunisia is the **Tunisian Dinar**. Visa, American Express, Access/MasterCard, can also be used.

Banks are opened from Monday till Friday, from 8.00 to 16.00.

The exchange current rates in Tunisia as of July 2019 are as follows:

 Dollar	2.85 TND
 Euro	3.2 TND

9. ELECTRICAL APPLIANCES

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



10. LANGUAGES

Arabic is the official language of Tunisia; however, French and English language are used widely in Tunis.

English is the official language used during the course.

11. SECURITY

The crime rate in Tunisia is low on UNDSS security advisory. However, visitors are advised to observe common safety practices while travelling (e.g. storing valuables in safe, keeping wallets in a secure pocket, etc.). For any security incident, visitors should contact the police on 197.

12. MEDICAL AND HEALTH

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

Tap water is safe and could be drunk.

13. WEATHER

Approximate temperatures in September will vary between 30°-35°C. Rainfall is expected sometimes.

14. INTERNET

Internet Access free of charge will be available at the event training room. Hotels normally offer free WiFi connectivity.