



ITU Centers of Excellence Network for Arab Region

SUDATEL Telecommunication Academy (SUDACAD)

Face-to-Face Training Course on

“Project Management for ICT”

Khartoum-Sudan, 11 - 15 Sept. 2022

INFORMATION NOTE

1. INTRODUCTION

The main goal of this course is to provide the participants with Tools and Techniques to manage ICT projects.

By the end of this program the participant will be equipped with an advanced understanding of the project management applied to ICT projects, Participant will move forward towards achieving their Project Management Credentials.

2. VENUE OF THE TRAINING

The training will be held at the premises of **SUDATEL Telecommunication Academy (SUDACAD)** at the following address:

SUDACAD

Mohamed Khair Street, Khartoum South, Khartoum, Sudan

P. O. Box: 5009

Tel: +249 183 489099

E-mail: info.sudacad@sudatel.sd

Website: www.sudacad.sd

3. COORDINATORS

TRAINING COORDINATOR

Ms. Sara Elmakki

Planning & Development Dept.,
SUDACAD

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ITU COORDINATOR

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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 11 Sept. 2022 at 08:00. The opening session will start at 09:00. Working hours are from 09:00 to 14:00.

5. VISA FORMALITIES

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

In case there is no Embassy or Consulate of Sudan 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 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.
- The counter visa fee is **100\$ (one hundred US dollar) only in dollar**.
- Registration fees for ordinary passports **50\$**.
- Sudanese Authorities accept Vaccination Certificates as well as PCR test with 72 hours validity upon arrival to Khartoum Airport.

***If you need visa support, please contact **Ms. Sara Elmakki** - Workshop Coordinator.

6. ACCOMMODATION

Kindly be advised that it is recommended for participants to reserve their hotel accommodations directly with the hotel chosen via Telephone, Fax or E-mail.

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.

Alsalam Rotana Hotel	* * * * *
Single room	\$ 264 (with breakfast + reception at airport, VAT included)
Tel : + 249 187 007777	Fax : + 249 187 007788
www.rotana.com	E-mail: sales.alsalam@rotana.com
Approximate distance to training venue: 10 Km	
Holiday Villa Hotel	* * * * *
Single room	\$ 150 (with breakfast + reception at airport, VAT included)
Tel : + 249 183 774039	Fax : + 249 183 773961
www.holidayvillakhartoum.com	E-mail: reservation@holidayvillakhartoum.com
Approximate distance to training venue: 10 Km	

Kanon Hotel	* * * *
Single room	\$ 115 (with breakfast + reception at airport)
Tel : + 249 183 595959	Fax : + 249 183 595555
www.kanonhotel.com	E-mail: sales@kanonhotel.com
Approximate distance to training venue: 5 Km	
Corinthia Hotel Khartoum	* * * * *
Single room	\$ 270 (with breakfast + reception at airport, VAT included)
Tel : + 249187155555	
E-mail: reservations.khartoum@corinthia.com	
Approximate distance to training venue: 10 Km	
Regency Hotel	* * * *
Single room	\$ 90 (with breakfast)
Double room	\$ 110 (with breakfast)
Tel : + 249 183 775970	Fax : + 249 183 779087
www.khartoumregencyhotel.com	E-mail: info@khartoumregencyhotel.com
Approximate distance to training venue: 5 Km	
Assaha village Hotel	* * *
Single room	\$ 100 (with breakfast + reception at airport, VAT included)
Double room	\$ 120 (with breakfast)
Tel : + 249 183 481919	+249 923 000410
www.asshavillage.com	E-mail: assaha.sud@asshavillage.com
Approximate distance to training venue: 5 Km	
Paradise Hotel	* * * *
Single room	\$ 180 (with breakfast)
Tel : + 249 183 46 46 11	
Mob: +249 922142500 Fax: +249 183 498112	
www.paradisehotels-sd.com	E-mail: info@paradisehotels-sd.com
Approximate distance to training venue: 2 Km	
5M Hotel	* * *
Single room	\$ 50 (without breakfast)
Double room	\$ 60 (without breakfast)
Tel : + 249 183 46 2962	
Mob: +249 912301407 Fax: +249 183 462130	
www.5mhotel.com	E-mail: mickey5m1@gmail.com
Approximate distance to training venue: 2 Km	
Coral Hotel	* * * *
Single room	\$ 130 (with breakfast, VAT included)
Tel : + 249 183 774100	
www.hmhhotelgroup.com	
Approximate distance to training venue: 10 Km	

7. INFORMATION ON ARRIVAL AND TRANSPORT

Khartoum International Airport is the main point of entry into Sudan. Airport taxis and shuttles are available from the airport to hotels. Hotels can arrange the pickup for participants.



8. CURRENCY

The official currency is the **Sudanese Pound (SDG)**.

Visa, American Express, Access/MasterCard, and Diners Club cards are **NOT ACCEPTED** for payment.

Foreign currencies may be changed into Sudanese Pounds at banks or private exchange offices. Most banks are open from Sunday until Thursday, from 8.30 to 14.00.

The exchange current rates in Sudan as of April 2022 are as follows:

 Dollar	575 SDG
 Euro	620 SDG

9. ELECTRICAL APPLIANCES

AC power voltage in Sudan is 220 V, frequency 50Hz. Most electrical outlets are British standard both 2 and 3 outlets as shown below.



10. LANGUAGES

Arabic language is the main language. English is used as a communication tool with foreigners.

11. SECURITY

Khartoum is a venue for major conferences and presents a low risk to business travelers. However, as when travelling 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.

12. MEDICAL AND HEALTH

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

Healthy and safe drinking water will be available at training venue, and it is easy to get additional amounts from any shopping point.

13. WEATHER

The weather in Sept. is hot to moderate, dry. Approximate temperatures will vary between 29-40 degrees Celsius.

14. INTERNET

Free internet access is available at the training venue. Hotels normally offer free Wi-Fi connectivity.