



ITU-ITSO Annual Regional Workshop on "Satellite Communications" for the Arab Region

Algiers – Algeria, 13-17 Oct. 2019

Practical Information for participants

VENUE OF THE WORKSHOP

The Workshop will be held from 13 to 17 Oct. 2019 at the following address:

The National Agency For The Promotion and Development of Technology Parks

Address:

CYBERPARC, SIDI ABDELLAH, Algiers

COORDINATORS

ITU Coordinator

Eng. Mustafa Al Mahdi
Programme Administrator
ITU Arab Regional Office
Tel: +202 35 37 17 77
Fax: +202 35 37 18 88
E-mail: mustafa-ahmed.al-mahdi@itu.int

Forum Coordinator

Mrs. Hassina Laredj
Director of Cooperation and
International Relations, MPTTN
Mob. : +213 661 57 05 15
Fax : +213 37 72 3747
E-mail: h.laredj@mpttn.gov.dz

REGISTRATION AND WORKING HOURS

The registration of the participants to be done online via the Workshop homepage ([Click here](#)). The on-site registration will take place in the Training venue on 13 Oct. 2019 at 08:30 am. The opening session will start at 09:00 am. Working hours are from 09:00 to 17:00.

HOTEL RESERVATION

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, indicating their arrival schedules before **1 Oct. 2019**, with a copy to the Workshop Coordinator: Mrs. Hassina Laredj (E-mail: h.laredj@mpttn.gov.dz; Mobile: +213 661 570515). Please be aware of the fact that the transportation between the hotels and the airport will be provided only for delegates who are staying in the official recommended hotels located near the Conference International Center.

List of Recommended Hotels:

Name of the hotel	Star	Price (Dinar DZD)	Address	Phone	E-Mail
HOTEL SHERATON	5*	- Single 24000, DA (HT). - Double : 27500,00 DA (TTC)	Boite postale 62, Club des Pins, Staouali Alger	+213 21 37 77 77	www.sheratonclubdespins.com
HOTEL HOLIDAY INN (Cheraga)	4*	(*)chambre single 15500, DA	02 Route d'Ouled Fayet, Dely Ibrahim, Cheraga-Alger 16320	+213 23 28 58 58	algct.reservations@ihg.com imen.louelhi@ihg.com
HOTEL EMIR (Cheraga)	4*	/	Rue Tella Ahcen Route Dely Ibrahim Cheraga, Alger	+213 21 34 23 31 +213 21 36 15 10	contacthotelemir@gmail.com
AZ HOTEL ZERALDA	4*	Confort: 10550,46 DA Deluxe: 11376.15 DA Executive : 12201.83 DA • Le Petit déjeuner et de 1900 DA TTC par personnes. • La taxe de séjour est de 400 Da par personne et par nuit	09 Route de Mahalma Zéralda, Alger	+213 554 51 80 91. +213 23 325 589.	reservation@azhotels.dz
HOTEL DAR DIAF BOUCHAOUI	3*	single simple : 8000 da TTC. single amélioré : 11 000 da TTC double : 11000 DA TTC restauration buffet 3000 da TTC	Domaine Hamza Bouchaoui 3, Alger, Alger	+213 023 22 80 80 0560 01 19 80	info@dardiafbouchaoui.com

Please note that the Focal Point for Hotel Reservations is : Mrs. Hassina LAREDJ
(h.laredj@mpttn.gov.dz).

VISA PROCEDURE

A valid passport & visa are required to enter Algeria. Each participant is requested to consult the Embassy of Algeria in his/her country of origin to obtain the visa.

In case there is no Embassy or Consulate of Algeria in your country, it is recommended to send, at least three weeks before the Workshop, a copy of your passport to:

The Workshop Coordinator:

Mrs. Hassina Laredj
Director of Cooperation and International Relations, MPTTN
Mob. : +213 661 570 515
Phone : +213 21731746
Fax : +213 37 72 37 47
E-mail: h.laredj@mpttn.gov.dz

ARRIVAL AT AIRPORT

In order to secure reception at the airport and transportation to hotels, participants are requested to fill the Hotel Reservation Form and send it to the hotel they choose for accommodation.

TRANSPORTATION

Hotels officially recommended are located close to the event.

For those who wish to take a taxi, it is strongly recommended that you only use taxis with a light sign, available near the exit of the airport.



CURRENCY

The official currency is the Algerian Dinar (**DZD**).

Banks are opened from Sunday till Thursday, from 09:00 to 14:00.

Visa, American Express, Access/MasterCard, Diners Club cards and travelers checks **can be used**.

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

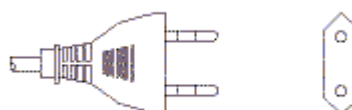
 Dollar	120,03 DZD
 Euro	133,34 DZD

CLIMATE

The event will take place in the autumn, with temperatures in Algeria between 15°C and 28°C (average).

ELECTRICITY

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



Services available for participants during the Workshop

Communication center:

Internet Access free of charge will be available at the event Workshop 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 Workshop 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

General Information about Algeria:

Government	People's Democratic Republic of Algeria
President	Abdelkader BENSALAH
Prime Minister	Noureddine BEDOUI
Area	2 381 741 km ²
Population	41,3 millions
Capital	Algiers
Official Language	Arabic, Tamazight
Country Code	213
Time Zone	GMT + 1