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E/ESCWA/CL2.GPID/2024/AFE/Logistic note.1

Logistics note

prepared for ESCWA partners and participants

ESCWA has prepared this logistics note to facilitate your participation in the Third Arab Forum for Equality, 4–5 June 2024 at Semiramis InterContinental Hotel in Cairo, Corniche El Nil, P.O Box: 60, 11511 Cairo – Egypt.



Venue, date and meeting language

The Third Arab Forum for Equality will be held at Semiramis Intercontinental Hotel in Cairo on 4–5 June 2024. Logistical and substantive details are available on the Forum website at <https://afe-2024.unescwa.org>.

The working languages of the Forum are Arabic and English. The Forum will be held in Arabic and simultaneous interpretation will be available from Arabic into English and French. Sign language interpretation will also be provided.



Registration

All participants of the Third Arab Forum for Equality are kindly required to register via the link: <https://indico.un.org/event/1009565/>. Registration is essential to ensure access to the venue, facilitate recognition by the organizers, and address security requirements.



Travel, ticketing, visa and allowances

Air travel reservations and ticketing for ESCWA-sponsored participants will be arranged by the ESCWA Travel Unit. Roundtrip tickets will be issued in economy class on the least expensive route, in accordance with United Nations rules and regulations. Participants will be contacted directly by ESCWA regarding their airline ticket arrangements. Participants attending the meeting at their own cost are responsible for making their own travel arrangements, including ticketing and insurance.



Visas for entry to Egypt are the responsibility of the participant. Participants who may need visa entry to Egypt are encouraged to proceed to the Embassy of Egypt in their respective countries and apply to the visa as soon as possible.

On Tuesday, June 4, sponsored participants are kindly requested to bring their passports, original airline ticket boarding pass, land transportation/taxi receipt/invoice or train receipt/invoice to the meeting venue for confirmation and issuance of their daily subsistence allowance, which will take place on June 5. Collection and review of documents provided will be undertaken by ESCWA staff.



Hotel

Participants are urged to book their accommodation for their stay as soon as possible.

All hotel expenses will be settled by the participants directly with the hotel.

A list of hotels in Egypt that offer a special rate to the United Nations is hereby provided:

Semiramis Intercontinental Hotel = \$162 single room/\$187 double room (bed and breakfast, including taxes)

Marriot = \$132.6 (including breakfast and excluding service, VAT and tax)

Hilton = \$170 (including breakfast and VAT, service and tax)

Fairmont = \$170 (including breakfast and service and taxes)

Nile Ritz Carlton = \$160 (including breakfast, excluding service and tax)

Flamenco = \$100 (including breakfast and service)

Ramses Hilton = \$130 (including breakfast, excluding service and tax)

Kempinski Nile = \$220 (including breakfast, excluding service)



Local transportation and airport transfers

All participants are kindly requested to make their own arrangements for local transportation to/from the airport and hotel. ESCWA will provide sponsored participants with a lump sum terminal allowance to cover airport terminal expenses in their home country and in Cairo. No receipt is required to receive this allowance.



Meals

Coffee and lunch breaks will be provided during the Third Arab Forum for Equality at the meeting venue.





Climate and weather

The average temperature in Cairo in June is around 35°C.



Time zone

Time zone in Cairo (GMT+2).



Transportation

The following transportation options are available in Cairo:

Taxi at the airport – Local taxi service is available 24 hours a day, 7 days a week.

Uber – This popular mobile phone application for hiring taxis is available in Cairo for users with internet access. Ensure to order the trip using the option to pay in cash (in Egyptian Pounds) rather than by card to avoid the high-rate exchange.

Careem – This popular mobile phone application for hiring taxis is available in Cairo for users with internet access. Ensure to order the trip using the option to pay in cash (in Egyptian Pounds) rather than by card to avoid the high-rate exchange.



Additional information

The official information note (content and session annotations) for the Third Arab Forum for Equality is available at <https://afe-2024.unescwa.org>.



Contact information

For questions or concerns regarding logistical arrangements, please do not hesitate to contact the following ESCWA meeting coordinators:

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