

## UNWTO Regional Commission for the Middle East

Forty-Eighth meeting  
Cairo, Egypt, 28-29 March 2022

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### Information Note

#### **48<sup>th</sup> Meeting of the UNWTO Regional Commission for the Middle East and the “Tourism Awareness and Human Capacity Building: Towards a Sustainable Tourism Society” Conference**

Cairo, Arab Republic of Egypt, 28-29 March 2022

### **GENERAL INFORMATION NOTE**

- I. [Venue and Date](#)
- II. [Online Registration](#)
- III. [Status of Participants and Reception](#)
- IV. [Accommodation and Transportation](#)
- V. [Entry Formalities](#)
- VI. [Registration and Badges](#)
- VII. [Working Languages](#)
- VIII. [Social Programme](#)
- IX. [Practical Information](#)



## **I. Venue and Date**

1. At the invitation of the Ministry of Tourism and Antiquities of Egypt, the Forty-Eighth **meeting of the Regional Commission for the Middle East will be held in Cairo, Egypt, in conjunction with the UNWTO “Tourism Awareness and Human Capacity Building : Towards a Sustainable Tourism Society”**, on 28-29 March 2022.
2. The Regional Commission meeting will be held at: **Cairo Marriott Hotel:**

16 SARAY EL GEZIRA ST., PO BOX 33 ZAMALEK, CAIRO 11211, EGYPT  
CAIRO MARRIOTT HOTEL.COM  
T: +202.2728.3000 Ext: 8297 M: +20.128.2050.383  
ARABIC.MARRIOTT.COM

- The Tourism Awareness Conference will be held on board of the Nile Cruise : **Nile Maxim** located in front of Marriott Hotel.

## **II. Online Registration**

Participants at the 48<sup>th</sup> UNWTO Commission for the Middle East Meeting and the Regional Conference are kindly requested to complete the online registration, by **18 March 2022** at the latest, at the following link:

<https://www.unwto.org/event/48th-unwto-regional-commission-for-the-middle-east>

## **Submission of credentials and identification papers**

With a view to ensuring a smooth verification process, the Members of the Regional Commission are kindly requested to submit their credentials electronically to the Secretariat no later than ten days before the opening of the session.

The originals must be submitted to the Secretary-General at least one day before the opening of the Commission session.

Only credentials from Heads of State or Prime Ministers, Ministers of Foreign Affairs or Ministers responsible for tourism of the respective State or his/her equivalent will be regarded as valid credentials. Only formal letters or faxes bearing the signature of the competent authority are considered valid. (See model credentials letter in the Annex.)

Only duly accredited delegates shall be authorized to exercise the right to vote and to take the floor at the meetings of the Regional Commission.

## **III. Status of Participation and Reception**

3. The Government of the Arab Republic of Egypt will take the necessary measures to facilitate the arrival, stay and departure of the participants invited by the Organization. Throughout their stay, participants invited by the Organization will benefit from the privileges and immunities provided for in the Agreement concluded between the Organization and the Egyptian Ministry of Tourism and Antiquities.

**World Tourism Organization (UNWTO) - A Specialized Agency of the United Nations**

**C/ Poeta Joan Maragall 42, 28020 Madrid, Spain. Tel: (34) 91 567 81 00 / Fax: (34) 91 571 37 33 – info@unwto.org / unwto.org**



4. The Egyptian Authorities will organize the reception of participants at **Cairo International Airport** and will facilitate the free transfer of delegates on arrival and on departure between the airport, the selected hotels and the venue of the meetings.

#### **IV. Accommodation and Transportation**

5. Participants will arrange and cover the cost of their own transportation and accommodation.
6. A list of hotels with special rates for participants at these meetings is attached as Annex I. Delegates are invited to contact directly the hotels for reservations before 7 March 2022, indicating that they will participate in the 48th meeting of UNWTO Commission for the Middle East and/or in the UNWTO “Tourism Awareness and Human Capacity Building: Towards a Sustainable Tourism Society”

#### **Travel protocols**

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A set of comprehensive measures and a strict health protocol will be applied to ensure the safety of delegates in compliance with international standards and World Health Organization’s recommendations on public health emergencies. The host will distribute an Advice for Meeting Participants’ package before the meeting.

#### **Entry Formalities**

7. Delegates are requested to contact diplomatic or consular missions of Egypt in their countries to obtain an entry visa to the Arab Republic of Egypt,

Moreover, for more information regarding entry visa, please visit the following link:  
<https://www.visa2egypt.gov.eg>

8. Delegates in whose countries Egypt has no diplomatic mission are requested to contact the Ministry of Tourism and Antiquities [inter\\_rels@tourism.gov.eg](mailto:inter_rels@tourism.gov.eg) and the UNWTO Regional Department for the Middle East ([rdme@unwto.org](mailto:rdme@unwto.org)) sufficiently in advance, by 1 March 2022 at the latest, indicating all the necessary information below, in order to enable the authorities of Egypt to take the necessary measures in this respect:

- Name and surname
- Nationality
- Place and date of birth
- Number and type of passport
- Validity of passport (no less than 6 months)
- Travel information (date, time and flight number)

<b>Coordinator from the World Tourism Organization</b>	<b>Coordinator from the Arab Republic of Egypt</b>
<p><b>Ms. Basmah Al-Mayman</b> Regional Director for the Middle East World Tourism Organization</p> <p>Poeta Joan Maragall, 42 28020- MADRID - Spain</p> <p>Tel: + (34-91) 567 8100 Fax: + (34-91) 571 3733 E-mail: <a href="mailto:rdme@unwto.org">rdme@unwto.org</a></p>	<p><b>Minister Plenipotentiary, Dahlia Abdel-Fattah</b> General Director for International Relations Department and Agreements Ministry of Tourism and Antiquities Cairo</p> <p>Tel. +201287727243 e-mail: <a href="mailto:inter_rels@tourism.gov.eg">inter_rels@tourism.gov.eg</a></p>

## **V. Registration and Badges**

9. A registration desk will be open at the Cairo Marriott Hotel on 27 March 2022, from 9 a.m. to 1 p.m. and from 3 to 5 p.m. and on 28 March 2022 from 8.30 to 11.00 a.m. Badges will be issued at the time of registration. Participants are requested to wear their identification badges in the area reserved for the meetings, as well as at all social events.

## **VI. Working Languages**

10. The working languages of the meetings are Arabic and English. A simultaneous interpretation service will be provided.

## **VII. Social Programme**

11. The tentative Social Programme is attached as Annex II

## **VIII. Practical Information**

12. **Local Currency and exchange rates**  
The local currency is the Egyptian Pound. The applicable exchange rate in March 2022 is approximately 18 Egyptian Pound for 1 Euro and 16 EGP for 1 USD.
13. **Weather**  
Cairo enjoys sunny days in March. The average maximum temperature is 24.°C and the average low is 15°C.
14. **Official language**  
The official language of the Arab Republic of Egypt is Arabic. English is also widely spoken especially in hotels and banks.

15. **Cairo Time Zone**

The official time in Egypt is GMT +2 hours

16. **Electricity**

The electrical sockets (outlets) in Egypt usually supply electricity at 22 volts AC.

**Important note:** In compliance with the United Nations system's environmental protection policy, the working documents **will not be distributed on paper** at the venue of the event. Therefore, **delegates are requested to bring with them copies of the documents sent to them by email before the meetings.**



**Annex I**  
**List of Hotels**



<b>HOTEL</b>	<b>Location &amp; Contact</b>	<b>Room Type &amp; Rate</b>	
RAMSES HILTON *****	1115, Cornich El Nil, Cairo 12344, Egypt. Tel : + 20 2 2577 7444 Fax: +20 2 25757 152 For reservation: reservation.ramses@hilton.com Ahmed.Eldorry@Hilton.com	Single	105.00 \$
Cairo Marriott hotel *****	16 Elsrayaa street Zamalek Tel : +20 2 27283000 Fax : +20 2 27283001 caiomarriottreservation@caiomarriott.com	Single	140.00 \$
Pyramisa *****	60 Giza street – Giza Egypt Tel / 20(2)33360791/2/6/8 Fax / 20(2)33360795 info@pyramisaegypt.com	Single	85.00\$
Conrad *****	Cornich El Nil, Cairo Tel. 5808000-02 Fax: 25808101 Reservations,ConradCairo@conrasdh otels.com	Single Suite	95 \$ 210 \$
Nile Ritz Carlton	1113 Cornish El Nil . Cairo .Egypt Tel. 202 25778899 Fac: 202 25780475 Rc.cairz.leads@ritzcarlton.com	Single	250 \$

\*Accommodation B.B, including service and taxes

## Annex II

### Social programme

#### Day 1:

<b>Time</b>	<b>Sunday, 27 March 2022</b>
	Registration

#### Day2:

<b>Time</b>	<b>Monday, 28 March 2022</b>
9:45 am 13:00-14:30	Regional Commission Meeting – Aida Hall- Marriott Zamalek Lunch – Aida Hall – Marriott ZAmalek
8:30	+ Dinner for participants at Mohamed Ali Palace, Manial

#### Day 3:

<b>Time</b>	<b>Tuesday, 29 March 2022</b>
9:30 am 13:15-14:15	Tourism Awareness Conference Lunch on board of the Nile Cruise "Nile Maxim"



**Annex III: Model credentials letter<sup>1</sup>**

**Standard format letter**

*Official letter-headed paper<sup>2</sup>*

**Credentials**

I, the undersigned, (name and full title of the competent authority<sup>3</sup>), hereby attest that the Government of (name of country) has authorized the following delegate to represent it at the 48<sup>th</sup> session of the Regional Commission for the Middle East of the World Tourism Organization, to be held from 28 to 29 March 2022 in Cairo, Egypt:

Delegate: (name and full title)

[Alternate(s)<sup>4</sup>]: (*name and full title*)

Done at (*name of city*), on (*date*)

Name, full title and signature

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<sup>1</sup> It should be pointed out that only formal letters or faxes bearing the signature of the competent authority are considered valid credentials. Further, credentials can be accepted only if written in any of the working languages of the General Assembly or if an appropriate translation is attached.

<sup>2</sup> Including official logo of the Ministry.

<sup>3</sup> Please note that only credentials from Heads of State or Prime Ministers, Ministers of Foreign Affairs or Ministers responsible for tourism of the respective State or his/her equivalent are regarded as valid.

<sup>4</sup> Rule 31 of the Rules of Procedure of the Executive Council stipulates: "The delegation of each Full Member of the Council shall consist of one delegate, who may be accompanied by one or more advisers entitled to act as alternates."

