

**2017 Arab Forum for Sustainable Development
Implementing the 2030 Agenda for Sustainable Development: Eradicating poverty and promoting prosperity in a changing Arab region**

Hotel La Tour Hassan, Rabat, Morocco
3-5 May 2017

Logistical Information Note

Thank you for registering your participation in the 2017 Arab Forum for Sustainable Development that will take place at Hotel La Tour Hassan in Rabat, Morocco on 3-5 May 2017.

Secretariat Contact Information

For any queries regarding the logistical arrangements, please contact the following ESCWA staff:

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A webpage has been created for the Forum and will be updated regularly.
Please visit: www.unescwa.org/arab-forum-sustainable-development-2017 for updates.

Venue and Duration

The three-day 2017 Arab Forum for Sustainable Development will be held at hotel La Tour Hassan, Rabat, during 3-5 May 2017.

Agenda

The Provisional Agenda and information relating to background documents will be circulated to all participants by 25 April 2017.

Language

The Forum will be conducted in Arabic with simultaneous interpretation in English and vice-versa.

Registration

Registration will take place between 09:00 and 10:00 am on Wednesday 3 May 2017 at Hotel La Tour Hassan, Rabat.

Travel

Participants sponsored by ESCWA will be provided with a round trip economy air ticket, issued in accordance with prevailing UN Rules and Regulations, from their city of residence to Rabat, Morocco, normally permitting arrival the day before the Forum, and return by the first available flight after the closure of the Forum. The applicable daily subsistence allowance (DSA) in Rabat is USD217. In this regard, kindly note that 10% will be deducted for the days when lunch is provided (3, 4 & 5 May 2017). Sponsored participants are also entitled to Terminal Expenses USD152.00 as applicable.

Meals

Lunch will be provided to all participants on 3, 4 and 5 May 2017. Morning and Coffee breaks will be also served during the Forum.

Visa entry to Morocco

Participants are requested to secure their entry visa to Morocco by directly applying for it at the Moroccan Embassy in their countries. Kindly provide a copy of the invitation letter for ease of reference.

Exchange rate (USD to MAD)

USD 1.00 \approx MAD 9.6.

Hotel Reservations

Participants are kindly requested to make their own hotel reservations by directly contacting a hotel of their choice in Rabat (See below a list of some suggested hotels with approximate B/B single room rates).

Important Note:

The 2017 Arab Forum for Sustainable Development is taking place during the high season in Rabat. Hotels have limited availability. Kindly make your room reservation as soon as possible.

For those who would like to stay at hotel La Tour Hassan, kindly indicate that you are attending the: "**2017 Arab Forum for Sustainable Development**" so that you can benefit from the following negotiated rate: MAD 1.940.00 per single room per night inclusive all taxes

Hotel La Tour Hassan
Address: 26, Avenue Chellah BP 14. Rabat - MAROC
Tel: +212 6 61 33 63 63, +212 5 37 23 90 65
Fax: +212 5 37 73 51 45
E-mail: reservation@latourhassan.com
Website: www.latourhassan.com

5-Star hotels:

- Golden Tulip Farah: MAD 1,340

4-Star hotels:

- Majliss: MAD 719,80
- Chellah: MAD 819

3-Star hotels

- Terminus: MAD 1,070
- Capital: MAD 612
- Bouregreg: MAD 493
- Shehrazade: MAD 903
- Malak: MAD 613
- Mercure: MAD 973
- Pietri: MAD 724

Transportation

Participants are kindly requested to arrange their own local transportation between the Airport, Hotel and the Forum venue.

For those who chose to stay at Hotel La Tour Hassan, the hotel provides transportation service upon request at the following rates:

Transportation from or to Casa Airport - hotel: MAD750

Transportation from or to Rabat Airport - hotel: MAD300