



Peer Consultation Meeting on Cyber Legislation in the ESCWA region
Amman, 11-12 December 2007

Travel and Accommodation Information

VENUE

The Peer Consultation Meeting will be held at Le Meridien Hotel as per the address below:

Queen Nour Street, Shmeisani

Amman, Jordan

Tel: +962-6-5696511

Fax: +962-6-5667137

Room reservations have been arranged at Le Meridien Hotel.

TRAVEL ARRANGEMENTS

For participants from Syria, ESCWA will cover US\$100 for the costs of self-arranged land travel.

For participants from Palestine, ESCWA will cover US\$150 for the costs of self-arranged land travel.

For all other participants from outside Jordan, ESCWA will cover the cost of air travel and will issue pre-paid tickets. Notifications of flight details will be sent to air traveling participants by e-mail. To cover the cost of transportation from and to the airport, as well as any other airport terminal payments, ESCWA will pay to air traveling participants US\$152 in terminal expenses.

Note: All air traveling participants are requested to keep their airplane boarding passes. On the first day of the meeting, participants are requested to present to ESCWA their:

- 1- Passport;
- 2- Ticket (or a copy of the e-ticket);
- 3- Boarding Pass.

VISA

Participants from outside Jordan are requested to inquire about visas to Jordan and, if needed, secure one accordingly. Any difficulties should be reported immediately to ESCWA.

ACCOMMODATION AND SUPPORT FOR DAILY EXPENSES

The Daily Subsistence Allowance (DSA) for Amman is set by the UN at \$210. Participants shall use this amount to cover accommodation, meals and other daily expenses. Special rates offered to the UN by Le Meridien Hotel for this event are as follows:

- **1st Day:** US\$150 for a single room. This rate includes bed, breakfast, lunch, taxes and hotel service charges. Participants should expect to receive the difference in cash (DSA-hotel charges, i.e. US\$210-150=US\$60).
- **2nd Day:** US\$129 for a single room. This rate includes bed, breakfast, taxes and hotel service charges (no lunch). Participants should expect to receive the difference in cash (DSA-hotel charges, i.e. US\$210-129=US\$81).