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| --- | --- | --- | --- | --- |
| [ITU logo](http://www.itu.int) | | **International telecommunication union**  **Telecommunication Standardization Bureau** | |  |
|  | | | Geneva, 25 January 2017 | |
| Ref: | **Addendum 1 to TSB Collective letter 1/20** | | - To Administrations of Member States of the Union;  - To ITU‑T Sector Members;  - To ITU‑T SG20 Associates; and  - To ITU Academia | |
| Tel: | +41 22 730 6301 | |
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| E-mail: | [tsbsg20@itu.int](mailto:tsbsg20@itu.int) | |  | |
| Subject: | **Meeting of Study Group 20; Dubai, 13-23 March 2017** | | | |

Dear Sir/Madam,

In addition to Collective letter 1/20 of 15 December 2016, please find herewith additional information related to the ITU-T SG20 meeting, to be held in Dubai from 13 to 23 March 2017.

The SG20 meeting will be preceded by a Forum on “Data Management: Transforming Data Into Value”, which will take place on 12 March 2017. The Joint Coordination Activity on Internet of Things and Smart Cities and Communities (JCA-IoT and SC&C) will also take place in the afternoon of 16 March 2017 at the same venue.

These three events will take place at Le Meridien Dubai Hotel & Conference Centre.

I wish you productive and enjoyable meetings.

Yours faithfully,

Chaesub Lee  
Director of the Telecommunication  
Standardization Bureau

**Annex**: 1

**Annex 1  
Le Meridien Dubai Hotel & Conference Centre**

**PRACTICAL INFORMATION**

## Meeting Venue

**Le Meridien Dubai Hotel & Conference Centre**<http://www.lemeridien-dubai.com/>

Airport Road, Dubai, UAE  
Contact: [sales.lmdubai@lemeridien.com](mailto:sales.lmdubai@lemeridien.com), Meeting Specialist, ‎(971)(4) 217 0000



## Transportation and site information

**Transportation:**

## The venue is approximately 2 km (or about 5 minutes by car) from Dubai International Airport.

Taxis:

## Public taxis are readily available at all terminals at Dubai International Airport.

## All taxis are metered. Fares must be charged according to the taxi meter, plus applicable surcharges. More information can be found here: <http://www.dubaiairports.ae/before-you-fly/to-from-the-airport/by-taxi>

## Passports and Visas

A valid passport is required to enter the United Arab Emirates. Participants who require an entry visa are strongly advised to send, **by 26 February 2017**, a clear scanned electronic copy (PDF format) of a passport valid for at least six months prior to the date you plan to enter the UAE to   
Mr Saeed Al Warani ([saeed.alwarani@tra.gov.ae](mailto:saeed.alwarani@tra.gov.ae)) and copy ([sg20visa@tra.gov.ae](mailto:sg20visa@tra.gov.ae)) in order to assist you in issuing the entry visa.

Please note that the host country will not ensure any request for an entry visa and no requests will be accepted after 26 February 2017.

## Climate in March

The UAE enjoys very pleasant weather during its winter months, from October to April. The rest of the year, temperatures are in the low to mid-40º range. Lightweight summer clothing can be worn for most of the year but temperatures can drop quite sharply at night during the period from November to March.

Monthly average values of the temperature and precipitation in Dubai are given in the table below:

|  |  |
| --- | --- |
|  | March |
| Average Max Temperature | 27http://www.travelchinaguide.com/images/c-words/degree.gifC / 81http://www.travelchinaguide.com/images/c-words/degree.gifF |
| Average Minimum Temperature | 17http://www.travelchinaguide.com/images/c-words/degree.gifC / 63http://www.travelchinaguide.com/images/c-words/degree.gifF |
| Sunshine hours | 9 hours |
| Average Precipitation | 10 mm |

<http://www.holiday-weather.com/dubai/averages/march/>

## Hotels

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. Please note that participants are requested to contact the hotels for hotel rates and booking is subject to availability. For any assistance with hotel bookings please contact:

Mr Mohamed Samaneh

Holidays Consultant, UAE

Tel: +971 2 6277997 Ext: 248

Mob: +971 569907314

Fax: +971 2 6277993

E-mail: [m.samaneh@ntravel.ae](mailto:m.samaneh@ntravel.ae)

## Internet access and wireless coverage

Internet Access free of charge will be available in the event’s meeting room.

## Electricity

In the United Arab Emirates the power sockets are usually type G. The standard voltage is 220/240 volts and the standard frequency is 50 Hz.



## Useful information

*Currency exchange*

The name of the currency in the United Arab Emirates is the dirham (AED or Arab Emirate Dirham – also commonly abbreviated to Dhs or DH). Notes come in denominations of 5, 10, 20, 50, 100, 200, 500 and 1,000 dirhams.

# Online exchange rates are shown at: <http://www.xe.com/>

Exchange rate as of 24 January 2017:

|  |  |
| --- | --- |
| US Dollar: 1$ | 3.67 AED |
| Euro: 1€ | 3.94 AED |

All banks operate from 8.00 am to 1.00 pm, Saturday through Wednesday; and 8.00 am to 12.00 pm on Thursdays. Currency exchange houses are open until late in the evening. All international credit and debit cards are widely accepted.

*Communication*

The telephone network operated by the national telecommunication organizations ETISALAT and DU is superb. The international dialing code for the UAE is +971. Discount rates for international direct calls apply from 9.00 pm to 7.00 am, and all day on Fridays and public holidays. There is a complete list of rates on the back of each telephone directory.

Here are some useful contacts to have at your fingertips while you are in the UAE:

* Police: 999
* Ambulance: 998
* Fire: 997
* Telephone Directory Enquiries: 181

## About the UAE

The United Arab Emirates is a constitutional federation of seven emirates: Abu Dhabi, Dubai, Sharjah, Ajman, Umm al-Qaiwain, Ras al-Khaimah and Fujairah. The federation was formally established on 2 December 1971.

The United Arab Emirates (UAE) occupies an area of 83,600 km2 along the south-eastern tip of the Arabian Peninsula. Qatar lies to the west, Saudi Arabia to the south and west, and Oman to the north and east. The capital and the largest city of the federation, Abu Dhabi, is located in the emirate of the same name. Four-fifths of the UAE is desert, yet it is a country of contrasting landscapes, from awe-inspiring dunes to rich oases, precipitous rocky mountains to fertile plains. The United Arab Emirates, one of the world's fastest-growing tourist destinations, has all the right ingredients for an unforgettable holiday: sun, sand, sea, sports, unbeatable shopping, top-class hotels and restaurants, an intriguing traditional culture, and a safe and welcoming environment.

## General information

|  |  |
| --- | --- |
| Government | Federal Government |
| President | H.H Sheik Khalifa bin Zayed bin Sultan Al Nahyan |
| Prime Minister | H.H Sheik Mohammed Bin Rashid Al Maktoum |
| Area | 83,600 km2 |
| Population | 8,264,000 |
| Capital | Abu Dhabi |
| Official Language | Arabic |
| Country Code | +971 / .ae |
| Time Zone | GMT+4 |

## Contact persons

|  |  |
| --- | --- |
| **ITU Coordinator** | **Visa requests Coordinator** |
| Ms Cristina Bueti  ITU-T  Tel: +41 22 730 6301  Fax: +41 22 730 5853  E-mail: [tsbsg20@itu.int](mailto:tsbsg20@itu.int) | Mr Saeed Al Warani  TRA - UAE  E-mail: [saeed.alwarani@tra.gov.ae](mailto:saeed.alwarani@tra.gov.ae) |
|  | **Hotel reservations Coordinator** |
|  | Mr Mohamed Samaneh  Holiday Consultant, UAE  Tel: +971 2 6277997 Ext: 248  Mob: +971569907314  Fax: +97126277993  E-mail: [m.samaneh@ntravel.ae](mailto:m.samaneh@ntravel.ae) |

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