



ITU Regional Workshop on ICT Statistics

Manama – Bahrain, 26-27 March 2018

Information for participants

VENUE OF THE WORKSHOP

The Workshop will be held on 26-27 March 2018 at the following address:

Address:

The Gulf Hotel Bahrain, Al Shiraa 3&4

Building 11, Road No 3801, Phone: +973 17713000

COORDINATORS

ITU Coordinator

Mr. Karim Abdelghani

Programme Coordinator

ITU Arab Regional Office

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Workshop Coordinator

Mrs. Reem AlBuainain

Chief, International Affairs

Ministry of Transportation &

Telecommunications

Bahrain

Tel. : + 973 17337510

E-mail: reem.albuainain@mtt.gov.bh

REGISTRATION AND WORKING HOURS

The on-site registration of participants and distribution of documents will take place in the venue on 26 March 2018 at 08:30 am. The opening session will start at 09:00 am. Working hours are from 09:00 to 17:00.

HOTEL RESERVATION

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, indicating their arrival schedules before **15 March 2018**, with a copy to the Workshop Coordinator, Mrs. Reem AlBuainain, E-mail: reem.Albuainain@mtt.gov.bh.

List of Recommended Hotels:

Name, Star Rating and Address of hotel	Room Price (BD)	Tax	Breakfast	Transportation from/to venue	Contact Details
The Gulf Hotel 5* – Adliya (VENUE)	<ul style="list-style-type: none"> • Single Superior - BD56.000 • Double Superior - BD73.000 • Single Deluxe - BD67.000 • Double Deluxe - BD85.000 	+ 10% service charge and 10% gov't levy per room per night	Included	Not Required as it is the workshop venue	Ms. Maryam Abdulhussain Event Coordinator – Gulf Hotel Tel : +973 17713000 - +973 17746406 Fax: +973 17710637 Email: Maryam.abdulhussain@gulfhotelbahrain.com
Asdal Gulf Inn 4* – Seef District	<ul style="list-style-type: none"> • Standard Single – BD35.000 • Standard Double – BD40.000 	inclusive	Included	Inclusive of airport transfers and shuttle service from/ to venue	Mr. Ahmed Salah Head of Sales & Marketing – Asdal Gulf Inn Hoel Tel : +973 66311311 - +973 36311611 Fax: +973 66311312 Email: Ahmed.salah@asdalgulfinn.com
The K Hotel 4*- Juffair	<ul style="list-style-type: none"> • Deluxe Single – BD40.000 • Deluxe Double – BD45.000 	Inclusive	Included	Inclusive of Transportation from/ to venue and shopping malls	Ms. Minie Recio Reservation Supervisor – The K Hotel Tel : +973 1736000 - Fax: +973 17360045 Email: reservations@thekhotel.com

VISA PROCEDURE

A valid passport and visa are required to enter Bahrain except for nationalities from the following list of countries that DO NOT REQUIRE A VISA: <http://www.evisa.gov.bh/>.

Diplomatic or Official passport holders are requested to contact the nearest Bahraini Embassy or Consular Mission in order get additional information about visa necessity.

Holders of ordinary passport of countries NOT included in the abovementioned list will need a visa to enter into Bahrain. Participants are strongly advised to seek information on requirements applicable in their case from Bahraini diplomatic or consular missions in their home countries at least 15 days prior to the trip. To apply for a visa, participants have to apply at nearest Bahraini diplomatic or consular mission by providing the following documents:

- Valid passport.
- A roundtrip airline or bus ticket. If travelling with a vehicle, title of the car or documentation that proves you are able to drive it.
- Hotel booking in your name or in the name of the person with address/phone number of the place where you will stay.
- If applicable, invitation letter received from Bahrain.

Eventually, the Consular Mission may ask for additional information. Please find the nearest Consular mission: <http://www.mofa.gov.bh/>.

Those participants, whose flights make a stop in other countries, must pay special attention to the requirements of these countries, since they may need an entry or transit Visa to the country or change of airport.

In case of special assistance needed to obtain visa, please contact Ms. Aysha Rashdan,
Tel: +97317337676
Email: aysha.rashdan@mtt.gov.bh

Arrival at airport

The airport has all necessary amenities to welcome participants.

Airport practical Information:

At the airport, taxi service is available at level 1 of the Arrivals and the fees are reasonable. Typical charges from the airport to: Muharraq 5 BHD, Manama 6 BHD, Saar 10 BHD, Riffa 12 BHD, and Zallaq 15 BHD (1 BHD = approximately USD \$2.63).

Taxi Airport: Name	Telephone	Website
Speedy Motors Service	+973 1768 1999	www.speedymotors.com
Arabian Taxi	+973 1746 1746	http://www.arabiantaxi.bh/

TRANSPORTATION

Hotels officially recommended are located close to the event. And provide Transportation free of charge. For those who wish to take a taxi, it is strongly recommended that you only use white taxis with orange stripes. The cost of a journey of 10 kilometers is BHD 7 (USD 18.43).



CURRENCY

The official currency is the Kingdom of Bahrain (**BHD**).

Banks are opened from Sunday till Thursday, from 8.00 to 13.00.

Visa, American Express, Access/MasterCard, Diners Club cards and travelers checks **can be used**.

The exchange current rates in Bahrain as of 2018 are as follows:

 Dollar	0.380 BHD
 Euro	0.450 BHD

CLIMATE

The workshop will take place in the Bahrain Winter, with temperatures in Manama between 25 and 33°C (average).

ELECTRICITY

AC power voltage in Bahrain is 220 V/50Hz, frequency 50Hz. Find below used outlets (UK plug)



Services available for participants during the Workshop

Information display

It will be located outside the main workshop room and will provide information on many issues of interest of the participants and will forward to other services, such as city tour and transfers, mail, medical care, communications, etc. It will also be the place where you should deliver or collect lost items.

Communication center:

Internet Access free of charge will be available at the event workshop room. Participants will also be provided with fax service.

Security:

For security reasons, all participants should be permanently using their badges during the workshop and in all social activities.

Medical Assistance: Emergency and urgency medical assistance will be provided free of charge within the premises where the workshop will take place. Nevertheless, it is advised to take out international travel insurance to cover any medical expenses in case of medical treatment.

GENERAL INFORMATION

General Information about the Bahrain:

Government	Unitary Parliamentary Constitutional Monarchy
King	Hamed Bin Isa Al Khalifa
Prime Minister	Khalifa Bin Salman Al Khalifa
Area	765 km ²
Population	1.343.000(2014 estimate)
Capital	Manama
Official Language	Arabic