



## ITU Regional Training Workshop on "Spectrum Management: Strategic Planning and Policies for Wireless Innovation"

Algiers – Algeria, 1-5 Dec. 2019

### *Practical Information for participants*

#### VENUE OF THE WORKSHOP

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The Workshop will be held from 01 to 05 December 2019 at the following address:

**Venue:**

**NATIONAL AGENCY FOR THE PROMOTION AND DEVELOPMENT OF TECHNOLOGY PARKS**

**Address:**

**CYBERPARC, SIDI ABDELLAH, ALGER**

#### COORDINATORS

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**ITU Coordinator**

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**Workshop Coordinator**

Mr. Badis Bousbia  
Directeur des Services Radio  
Maritimes et Aéronautiques par  
Intérim, ANF  
Mob. : +213 659651023  
E-mail: [b.bousbia@anf.dz](mailto:b.bousbia@anf.dz)

#### REGISTRATION AND WORKING HOURS

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The registration of the participants to be done online via the Workshop homepage ([click here](#)). The on-site registration will take place in the Training venue on 1 Dec. 2019 at 08:30 am. The opening session will start at 09:00 am. Working hours are from 09:00 to 17:00.

#### HOTEL RESERVATION

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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 **30 Nov. 2019**, with a copy to the Workshop Coordinator: Mr. Bousbia (E-mail: [b.bousbia@anf.dz](mailto:b.bousbia@anf.dz); Mobile: +213 659651023). Please be aware of the fact that the transportation between the hotels and the airport will be provided only for delegates who are staying in the official recommended hotels located near the Conference International Center.

## List of Recommended Hotels:

Name of the hotel	Star	Price (Dinar DZD) <sup>1</sup>	Address	Phone	E-Mail
<b>HOTEL SHERATON</b>	<b>5*</b>	- Single Room : 26160 DZD - Double Room : 27500,00 DZD	Boite postale 62, Club des Pins, Staouali Alger	<b>+213 21 37 77 77</b>	<a href="http://www.sheratonclubdespins.com">www.sheratonclubdespins.com</a>
<b>HOTEL HOLIDAY INN (Cheraga )</b>	<b>4*</b>	Single Room without breakfast : - Standard : 21 191 .67 DZD - Superior : 24 108.33 DZD - Junior : 33 691.67 DZD  Single Room with beakfast : - Standard : 23 391.67 DZD - Superior : 26 308.33 DZD - Junior : 35 891.67 DZD  Double Room without breakfast: - Standard : 23 091.67 DZD - Superior : 26 008.33 DZD - Junior : 35 591.67 DZD  Double Room with breakfast : - Standard : 26 791.67 DZD - Superior : 29 708.33 DZD -Junior : 39 291.67 DZD	02 Route d'Ouled Fayet, Dely Ibrahim, Cheraga-Alger 16320	<b>+213 23 28 58 58</b>	<b>algct.reservations@ihg.com</b> <b>imen.louelhi@ihg.com</b>
<b>AZ HOTEL ZERALDA</b>	<b>4*</b>	single : 16300 DZD (breakfast include) Double : 19600 DZD (breakfast include)	09 Route de Mahalma Zéralda, Alger	<b>+213 554 51 80 91</b> <b>+213 23 325 589</b>	<b>reservation@azhotels.dz</b>
<b>HOTEL DAR DIAF BOUCHAOU</b>	<b>3*</b>	Single Single : 7720 DZD (breakfast include) Single Luxe : 11 680 DZD (breakfast include) Double Simple : 10900 DZD (breakfast include) Double Luxe : 14449.99 DZD (breakfast include) restauration buffet 3052 da	Domaine Hamza Bouchaoui 3, Alger, Alger	<b>+213 23 22 80 80</b> <b>+213 560 01 19 80</b>	<a href="mailto:info@dardiafbouchaoui.com">info@dardiafbouchaoui.com</a>

<sup>1</sup>: These costs are flexible and subject to conditions

## VISA PROCEDURE

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A valid passport & visa are required to enter Algeria. Each participant is requested to consult the Embassy of Algeria in his/her country of origin to obtain the visa.

In case there is no Embassy or Consulate of Algeria in your country, it is recommended to send, at least three weeks before the Workshop, a copy of your passport to:

The Workshop Coordinator:

**Mr. Badis Bousbia**

**Directeur des Services Radio Maritimes et Aéronautiques par Intérim, ANF**

**Mob. : +213 659651023**

**E-mail: b.bousbia@anf.dz**

## ARRIVAL AT AIRPORT

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In order to secure reception at the airport and transportation to hotels, participants are requested to fill the Hotel Reservation Form and send it to the hotel they choose for accommodation.

## TRANSPORTATION

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Hotels officially recommended are located close to the event.

For those who wish to take a taxi, it is strongly recommended that you only use taxis with a light sign, available near the exit of the airport.

## CURRENCY



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The official currency is the Algerian Dinar (**DZD**).

Banks are opened from Sunday till Thursday, from 09:00 to 14:00.

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

The exchange current rates in Algeria as of November 2019 are as follows:

 Dollar	119.5361 DZD
 Euro	133.1752 DZD

## CLIMATE

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The event will take place in the winter, with temperatures in Algeria between 12°C and 19°C (average).

## ELECTRICITY

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AC power voltage in Algeria is 220V, frequency ~50Hz. Most electrical outlets are as shown below.



## Services available for participants during the Workshop

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### Communication center:

Internet Access free of charge will be available at the event Workshop room.

### 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

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### General Information about Algeria:

Government	People's Democratic Republic of Algeria
President	Abdelkader BENSALAH
Prime Minister	Noureddine BEDOUI
Area	2 381 741 km <sup>2</sup>
Population	41,3 millions
Capital	Algiers
Official Language	Arabic, Tamazight
Country Code	213
Time Zone	GMT + 1