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Международная  
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منظمة الطيران  
المدنى الدولى

国际民用  
航空组织

File Ref.: ME 3/2.4 - 16/053

10 February 2016

**Subject: Change of Venue of the Second Meeting of the Performance Based Navigation Sub-Group (PBN SG/2)**  
*(Sharm El Sheikh, Egypt, 22 – 25 February 2016)*

Sir/Madam,

I have the honour to refer to my Invitation Letter Ref.: ME 3/2.4-15/344 dated 22 December 2015 and Reminder Ref.: ME 3/2.4 – 16/035 dated 31 January 2016, and wish to thank you for your confirmation of attendance to the Second meeting of the Performance Based Navigation Sub-Group (PBN SG/2).

I would like to confirm that the meeting will be held in Sharm El Sheikh from 22 to 25 February 2016; however, the venue of the meeting has been changed from Sheraton Sharm Hotel to **CONCORDE EL SALAM Hotel**, Sharm El Sheikh.

Accept, Sir/Madam, the assurances of my highest consideration.



Mohamed Smaoui  
A/Regional Director, Cairo



*International Civil Aviation Organization*

**Second Meeting of the Performance  
Based Navigation Sub-Group**

**(PBN SG/2)**

**(Sharm El Sheikh, Egypt, 22 - 25 February 2016)**

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**BULLETIN**

**1. LOCATION**

1.1 The Second meeting of the Performance Based Navigation Sub-Group (PBN SG/2) will be held in Sharm El Sheikh, Egypt, 22 - 25 February 2016. The meeting will take place at **Concorde El Salam Hotel Sharm El Sheikh** and is gratefully hosted by the National Air Navigation Services Company (NANSC), Egypt.

**2. SCHEDULE OF THE MEETING**

- 2.1 The opening session of the meeting will be held at 0900 hours on Monday 22 February 2016.
- 2.2 The schedule and order of the day will be announced at the opening session.
- 2.3 The meeting will be conducted in English.

**3. REGISTRATION OF PARTICIPANTS**

3.1 Participants are requested to register, at the Registration Desk located at the entrance of the Meeting Hall, between 0800 and 0900 hours on the opening day of the meeting. Participants are also requested to wear the identification badge, which will be issued to them during registration.

**4. DOCUMENTATION**

4.1 Please note that no documentation will be available in hard copy format. Accordingly, participants are requested to download the documentation from the web and bring along their own hard copies or their laptops to the meeting, as appropriate.

**5. HOTEL RESERVATIONS**

- 5.1 Participants are requested to make their own hotel reservations. A list of hotels with corporate rates is attached for your convenience.
- 5.2 Mr. Khaled Nagdy, e-mail [khaled.nagdy@concord-eg.com](mailto:khaled.nagdy@concord-eg.com) from Concorde El Salam hotel will be the focal point for any inquiry or issue with hotel reservations.

**6. TRANSPORTATION**

- 6.1 Participants are requested to make their own arrangements for transportation from the airport to the city and return; some hotels offer airport transfers.
- 6.2 Airport Taxi Services operate from the Airport to city is approx. 50-75 EGP per vehicle.

**7. INSURANCE**

- 7.1 Participants are advised to have insurance coverage for any unexpected contingency including

transport hazards (taxi, buses, rented cars, etc.) and Medical Coverage.

## **8. SOME USEFUL TRAVEL INFORMATION**

### **PASSPORT/VISA**

8.1 All foreign nationals entering Egypt must possess valid passports or other valid documents for travel.

### **VISA**

8.2 Visa, when needed, should be obtained from the Egyptian Embassy or Consulate in the Country of Origin/Residence prior to departure for Egypt.

### **CUSTOMS**

8.3 The following items may be brought into Egypt duty free:

Personal effects, such as necessary clothing  
200 cigarettes or 250 gr. of cigars or tobacco  
1 liter alcoholic beverages  
Perfume for personal use

Additional quantities of the above items may also be purchased from Sharm El Sheikh Airport duty free shop after clearing customs.

### **WEATHER CONDITIONS**

8.4 The main daily maximum and minimum temperatures for the month of February are 25°C and 15°C.

## **9. CURRENCY, CREDIT CARDS AND BANKING SERVICES**

9.1 The unit of currency in Egypt is the Egyptian Pound (L.E.), which in denominations of 100, 50, 20, 10, 5 and 1 L.E. 1 pound comprises 100 piasters. Current UN rate of exchange for US \$ is approx. US \$ 1 = L.E. 7.8 for February 2016.

9.2 International Credit Cards, such as American Express, Diners Club, Visa, Master Charge, Carte Blanche, etc. are usually accepted at most hotels, department stores and restaurants.

9.3 All commercial banks exchange major foreign currencies and are open 0830-1400 hours Sundays through Thursdays.

## **10. OTHER USEFUL INFORMATION**

### **SHOPPING**

10.1 Be prepared to bargain in small shops, sidewalk vendors etc. In large stores, however, the prices are fixed.

### **TAP WATER**

10.2 It is recommended that all visitors drink only bottled water/beverages.

## 11. OTHER ASSISTANCE

11.1 NANSO will be glad to assist the participants to the meeting with any advice they may require.

11.2 The meeting Focal Point from NANSO is as follows:

- **Mr. Mahmoud Mohamed Ali**  
Email: [mahmoudibrahim073@gmail.com](mailto:mahmoudibrahim073@gmail.com)  
Tel.: +2 22690057 ext.6690  
Mobile: +2 0100 6851155

11.3 In case of emergency in Sharm El Sheikh, please call the above meeting Focal Point.

11.4 The ICAO Regional Office will be glad to assist participants with any advice they may require.

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**List of Hotels**

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Sharm El Sheikh, Egypt**

Name	Type of room	Rate of room		Contact E-mail	Tel.
		HB.	FB.		
<b>CONCORDE EL SALAM*</b> (ICAO rate)	SGL.		90.00\$	reservation.sharm@concord-eg.com	+2 069 3601460
	DBL.		110.00\$	khaled.nagdy@concord-eg.com	
<i>Venue of the meeting</i>	<b><u>Note:</u> Please mention "NANSC Reservation" when booking rooms.</b>				
<b>Sheraton</b>	SGL.		100.00\$	Ahmed.mahmoud@sheraton.com	+2 0106 1092525 +2 069 3602070
	DBL.		140.00\$		
<b>Mövenpick</b>	SGL.		108.00\$	Ahmed.khairat@movenpick.com	+2 0122 4501999 +2 069 3600081
	DBL.		130.00\$		
<b>Hyatt Regency</b>	SGL.		165.00\$	Sharm.regency@hyatt.com	+2 069 3603616
	DBL.		180.00\$		