



International Civil Aviation Organization

**MIDANPIRG Air Traffic Management Sub-Group
Fourth Meeting (ATM SG/4)
and Advanced Inter-Regional ATS Route Development Task Force Third Meeting
(AIRARD TF/3)**

(Amman, Jordan, 29 April – 3 May 2018)

BULLETIN

1. LOCATION

1.1 The Fourth meeting of the MIDANPIRG Air Traffic Management Sub-Group (ATM SG/4) and the Third Meeting of the Advanced Inter-Regional ATS Route Development Task Force (AIRARD TF/3) will be hosted by the Civil Aviation Regulatory Commission (CARC) - Jordan in Amman, Jordan, **29 April – 3 May 2018**. The Meeting will take place at **Regency Palace Hotel**.

2. SCHEDULE OF THE MEETING

2.1 The opening session of the ATM SG/4 meeting will be held at 0900 hours on Sunday, **29 April 2018** and the AIRARD TF/3 meeting will start at 1100 hours on Tuesday, **1 May 2018**.

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 on the entrance of the meeting room between 0830 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. However, working and information papers related to the meeting will be available on the ICAO MID Regional Office website at least 15 days prior to the meeting. 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/RETURN AIRLINE BOOKINGS

5.1 Participants are requested to ensure that their return airline booking is confirmed.

5.2 Participants will need to arrange their own hotel and travel reservations. A list of hotels with CARC corporate rate is attached for your convenience with telephone/fax numbers and addresses at **Appendix A**.

6. TRANSPORTATION

6.1 Participants are requested to make their own arrangements for transportation from the airport to the city and return.

6.2 Airport taxi services operate from the airport to Amman, at JD25 approx. per vehicle.

6.3 Most of the hotels are located nearby to the meeting venue. Taxi to/from the hotels costs 2 to 4JD.

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

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

VISA

8.2 It is mandatory that all participants, who require entry visa to Jordan, obtain official visas from the Jordanian Embassy or Consulate in their country prior to their departure for Amman. Please check **Appendix B**.

8.3 CARC will provide necessary assistance for the issuance of entry Visas for the delegates, when needed. With a view to assist in the process of issuance of entry visa to Jordan, copy of the passport of delegate with a personal photo, should be sent, as soon as possible, to CARC Focal Point Mr. Majdi Albustanje Tel: +962 6 4799120 Ext: (3812), Mobile +962 79 7018612, E-mail : M.Al-bustanje@carc.gov.jo; cc: rana.aloran@carc.gov.jo.

CUSTOMS

8.4 The following items may be brought into Jordan:

- a) Personal gifts with a value not exceeding 200 JD.
- b) Only one liter of alcoholic drinks for every person above 18 years of age.
- c) Only 200 Cigarettes for every person above 18 years of age.
- d) Camera or Video camera.
- e) Effects for personal use. Such as perfume and clothing
- f) Personal computer (lab top)
- g) Equipment for professional use

Additional quantities of the above items may also be purchased from Amman International Airport duty free shops after clearing customs.

WEATHER CONDITIONS

8.5 The main daily minimum and maximum temperatures for the month of May in Amman are between 18°C to 28°C.

9. CURRENCY, CREDIT CARDS AND BANKING SERVICES

10.1 The unit of currency in Jordan is the Jordanian Dinar with notes of 50, 20, 10, 5, 1 and coins of 50, 25, 10, 5, 1, 0.5 and 0.25. The current rate of exchange for US \$ is US \$ 1= 0.71 JD.

10.2 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.

10.3 All commercial Banks exchange major foreign currencies and are open from 0830 to 1400, Sundays through Thursdays.

10. OTHER USEFUL INFORMATION

SHOPPING

10.1 Shopping malls and shopping areas are available in Amman. 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 CARC will be glad to assist the participants to the meeting with any advice they may require.

11.2 In case of emergency in Jordan, please call the Focal Point from CARC, **Mr. Ahmad Amirah** Mobile: +962 79 5079688, E-mail: ahmad.amireh@carc.gov.jo and **Mr. Nayef Al-Marshoud**, Tel: +962 79 7498992, Email: datm@carc.gov.jo

List of Hotels with CARC Jordan Corporate Rates

AMMAN, JORDAN

HOTEL	RATE	ADDRESS	FAX NO.	E-MAIL FOR RESERVATION	TELEPHONE NUMBER	TRANSPORTATION BY TAXI TO THE MEETING VENUE
Regency Palace 5 stars	S:75 JD D: 85 JD Including B&B	Queen Alia Street P.O. Box 927000 Amman, 11110 Jordan	+962 6 5697820	a.matalqah@theregencyhotel.com	+962 6 5607000	<i>*Meeting Venue</i>
Intercontinental – Jordan 5 stars	S: 110JD D: 130 JD Including B&B	Queen alia street P.O.BOX 92700 11110 Amman	+962 6 4619695	Fadi.Samaan@ihg.com Amira.Akel@ihg.com	+962 6 464 1361 ext. 2110	8 Min
Marriott Hotel	S: 164JD D: 177 JD Including B&B Rate Inclusive All Tax & Service Charge.	Shmeissani, Issam Ajluni Street P.O. Box: 926333 Amman - Jordan	+962 6 5620516	Jordan.reservations@marriotthotles.com	+962 6 560 7607	6 Min
Grand Millennium Hotel Amman 5 Stars	S: 130 JD D: 145 JD Including B&B	Shmeisani, 7lllya abou madi str. P.O. Box 941977, Amman 11194, Jordan	+962 6 500 4504	Banquet.gmam@millenniumhotels.com	+962 6 500 4500	16 Min

APPENDIX A

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HOTEL	RATE	ADDRESS	FAX NO.	E-MAIL	TELEPHONE NUMBER	TRANSPORTATION BY TAXI TO THE MEETING VENUE
Days Inn Hotel & Suites 4 stars	S: 48JD D: 53 JD Including B&B Rate Inclusive All Tax & Service Charge.	Al Rabyeh Omar Bin Abdulaziz St, Amman	+962 6 5517077	Majdi.ayyad@daysinn.com.jo	+962 6 5519011	11 Min
Amman West Hotel 4stars	S: 45JD D: 55 JD Including B&B Rate Inclusive All Tax & Service Charge.	Mahmoud Abidi Str. 24, Amman	+962 6 4657581	ammanwestbooking@gmail.com	+962 6 4657615	14 Min
Imperial Palace Hotel 4 stars	S: 50JD D: 60 JD Including B&B	Jabal Amman Zahran Street 4th Circle - Amman 11183 - Jordan	+962 6 5623742	y.alqudah@imperialpalace.com.jo	+962 6 5651333	12 Min
Grand Palace Hotel 4 stars	S: 60JD D: 70 JD Including B&B	Queen Alya Street P.O. Box 927000 Amman, 11110 Jordan	+962 6 5660013	reservations@grandpalaceamman.com	+962 6 5607000	2 MinWalking

HOTEL	RATE	ADDRESS	FAX NO.	E-MAIL	TELEPHONE NUMBER	TRANSPORTATION BY TAXI TO THE MEETING VENUE
Toledo Amman 3 stars	S: 50 JD D: 60 JD Including B&B and taxes	Jabal Al-Hussein, Al Razi Street P.O. Box 927335, Amman, 11190 Jordan	+962-6-4656688	frontdesk@toledohotel.jo	+962 6 4657777	11 MIN
Commodore Hotel 3 stars	S: 40 JD D: 50 JD Including B&B and taxes	Al Shmiesani Abdul Hamed Sharaf Street. Amman Jordan	+962 6 5668187	comedest@orange.jo ' comedest2_donia@yahoo.com '	+962 6 5607185	8 MIN
Darotel Hotel 3 stars	Standard S: 36 JD D: 42 JD Including B&B and taxes	Ibn Jayyeda Street, Shmesani P.O. Box 9403 Amman 11191 Jordan	+962 6 5602434	Darotel@nets.com.jo	+962 6 5622200	17 MIN

- Above room rates are quoted in Jordanian Dinars per room per night.
- Above rates are Subject to 10% service charge & 16% government tax.
- Above room rates are inclusive of Buffet breakfast.
- Method of payment should be stated in reservation request.
- State clearly in your reservation that you are attending **The Fourth Meeting of the Air Traffic Management Sup-Group & AIRARD Task Force/3 hosted by Civil Aviation Regulatory Commission.**

VISA REQUIREMENTS

A. Citizens holding Palestinian documents and citizens of the following countries are required to obtain prior approval from ministry of interior - Jordan through Jordanian embassies in their respective states:

Iran, Angola, Ethiopia, Uganda, Albania, Pakistan, Botswana, Burkina Faso, Burundi, Chad, Togo, Tanzania, Djibouti, Gabon, Zambia, Srilanka, Sierra Leone, Senegal, Somalia, Republic Of China, Gambia, Ghana, Guinea, Vietnam, Liberia, Philippines, Kenya, Magnolia, Madagascar, Mali, Mozambique, Nepal Nigeria, India, Morocco, Ivory Coast, Sudan, Cuba, Afghanistan, Bosnia And Herzegovina, Cameroon, Belize, Mauritania, , Cambodia, Ethiopia, Bangladesh, Romania, Macedonia, Moldavia, Namibia, Niger, Colombia, Lagos, Arteries, Uzbekistan, middle Africa, Swaziland, Guinea, Bissau.

B. Citizens of the following states can obtain visas either from Jordanian embassies in their states or upon entry to Jordan:

Malawi, Maldives, Malta, Malaysia, Egypt, Mexico, Norway, Austria, Nicaragua, New Zealand, Haiti, Honduras, Hungary, Netherlands, Hong Kong, USA, Japan, Yemen, Yugoslavia, Greece, Vatican, France, Palestine, Venezuela, Finland, Fiji, Cyprus, Qatar, Croatia, Canada, North Korean, South Korean, Costa Rica, Kuwait, Lebanon, Luxemburg, Libya, Zimbabwe, KSA, Salvador, Slovakia, Singapore, Syria, Sweden, Switzerland, Iraq, Oman, Grenada, Guatemala, Slovenia, Burma, Poland, Panama, Bolivia, Peru, Thailand, Turkey, Trinidad and Tobago, Czech, Chile, Tunisia, Alger, Denmark, Dominican republic, Rwanda, sprain, Israel, Germany, Indonesia, Uruguay, Italy, Argentine, Australia, Ecuador, UAE, Ireland, Iceland, Bahrain, brazil, Brunei, UK, and Portugal. United of Micronesia , Andorra, Armenia, Bulgaria , Barbados , Ukraine, Paraguay, Bahamas, Bhutan, Tonga, Jamaica, Moons Islands, Solomon Islands, Marshals Islands, South Africa, Georgia, Dominican, San Marino, San Vainest and Grenadier, Saint Christopher, Slovakia, Surinam, Tajikistan , china, Kosovo, Latvia, Lithuania, Myanmar, Monaco, united nation , Turkmenistan, Tuvalu, Nauru, Saint Kitts and Nevis, Saint Lucia, Sao Tome and Principe, Samoa, Mauritius, Antigua and Barbuda, Azerbaijan, Lesotho, Liechtenstein, Belarus, Russia.

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