



ACAO/ICAO ASBU Symposium

(Savoy Le Grand Hotel Marrakech, Morocco, 10-13 December 2018)

BULLETIN

1. LOCATION

- 1.1 The Joint ACAO/ICAO ASBU Symposium for EUR/NAT and MID Regions will be held on 10-13 December 2018, in *Savoy Le Grand Hotel Marrakech- Morocco* (map location attached).

Adresse : Avenue Prince Moulay Rachid, Marrakech 40000
Téléphone : +212 5243-51000

2. SCHEDULE OF THE SYMPOSIUM

- 2.1 The opening session of the Symposium will be held at 0900 hours.
2.2 The Symposium 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 0830 and 0900 hours on the opening day of the meeting.

4. ACAO/ICAO PERSONNEL CONCERNED WITH THE SYMPOSIUM

- 4.1 ACAO: Mohamed REJEB Mohamed.rejeb65@gmail.com

ICAO EUR/NAT Office: Elkhan NAHMADOV ENahmadov@paris.icao.int
Sarantis POULIMENAKOS spoulimenakos@paris.icao.int
Sven HALLE shalle@paris.icao.int
Christopher KEOHAN ckeohan@paris.icao.int

ICAO MID Office: Mohamed SMAOUI msmaoui@icao.int
Elie EL KHOURY ekhoury@icao.int
Abbas NIKNEJAD aniknejad@icao.int

5. DOCUMENTS, PAPERS FOR DISTRIBUTION, ETC.

- 5.1 No documentation in hard copy will be available. However, all presentations related to the Symposium will be available on the ACAO and ICAO (EUR/NAT and MID) Websites.

6. HOTEL RESERVATIONS/RETURN AIRLINE BOOKINGS

- 6.1 You will need to arrange your own hotel reservation.

For any reservation in *Savoy Le Grand Hotel Marrakech- Morocco*, they must contact reservation2@savoylegrandhotelmarrakech.com mentioning that they will attend the ACAO/ICAO event before October 29, 2018. The special rate for BB single or Double per night 1200 Dhs HT/ night instead of 1400 Dhs/night plus Tourist tax: 28.60 Dhs / pax / Night

7. TRANSPORTATION

7.1 ONDA will assure transportation of participants, which confirmed their attendance to the Symposium by sending their registration form from the Marrakech airport to the hotel and return.

7.2 The other Participants who not sending their registration form are requested to make their own arrangements transportation.

8. INSURANCE

8.1 Participants are advised to have insurance coverage for any unexpected contingency and Medical Coverage.

9. SOME USEFUL TRAVEL INFORMATION

PASSPORT

9.1 All foreign nationals entering the Kingdom of Morocco must possess valid passports or other valid documents for travel.

VISA

9.2 It is mandatory that all required participants obtain official visas from the Moroccan's Embassy or Consulate in their country prior to their departure for Marrakech.

10. CURRENCY, CREDIT CARDS AND BANKING SERVICES

10.1 The unit of currency in Morocco is Moroccan Dirham (MDH) with notes of 10, 20, 50, 100 and 200 and coins of 1, 2 & 5.

10.2 International Credit Cards, such as American Express, Visa, Master Charge, etc. are usually accepted at most hotels, department stores and restaurants.

10.3 All commercial banks exchange major foreign currencies and are open 0830-1200 hours and 1430-1600 hours Monday through Friday.

11. OTHER USEFUL INFORMATION

SHOPPING

11.1 Be prepared to bargain in small shops, sidewalk vendors etc. However, in large stores, the prices are fixed.

12. WEATHER CONDITIONS

12.1 The main daily maximum and minimum temperatures for the month of December are between 7°C to 20C.

Venue Location MAP

