



DIRECTORS GENERAL OF CIVIL AVIATION – MIDDLE EAST REGION

Fifth Meeting (DGCA-MID/5)

(Kuwait, 4 - 6 November 2019)

BULLETIN

1. LOCATION

1.1 The Fifth Meeting of the Directors General of Civil Aviation-Middle East Region (DGCA-MID/5), will be held in Kuwait from 4 to 6 November 2019 at Crown Plaza. The meeting will be gratefully hosted by the Directorate General of Civil Aviation-Kuwait (DGCA)

2. SCHEDULE OF THE MEETING

2.1 The Opening Session will be held at 9.30 am hours on Monday, 4 November 2019. H.E. Sheikh Salman Al-Humoud Al-Sabah, President of Directorate General of Civil Aviation – Kuwait, and Dr. Fang Liu, ICAO Secretary General, will open the Meeting.

2.2 The schedule and order of the day will be announced at the Opening Session.

2.3 The meeting will be conducted in both Arabic and English.

3. REGISTRATION OF PARTICIPANTS

3.1 Participants are requested to register at the Registration Desk located at Al-Hashemi Ballroom between 8:30 am and 9:30 am hours on the opening day of the meeting. Participants are also requested to wear the Identification Badges issued to them during registration.

4. HOTEL RESERVATIONS

4.1 The host Country will be covering the expenses of accommodation for the Heads of Civil Aviation Authorities and two accompanying representatives. All other participants have to arrange their own hotel reservations. A list of hotels with DGCA Kuwait corporate rate is attached to the bulletin for your convenience with telephone/fax numbers and addresses.

5. TRANSPORTATION

5.1 The host Country will be providing transportation from the airport to the Hotel and return for the Heads of Civil Aviation Authorities and two accompanying representatives. Accordingly, please ensure notifying the Focal Point from DGCA Kuwait, Ms. Ameerah Almarshoud (email: amo.almarshoud@dgca.gov.kw Mobile: +965 98855955) and Ms. Nour Abughosh (email: nb.abughosh@dgca.gov.kw Mobile: +965 66768192) with their travel itineraries and flight details.

5.2 Other participants are kindly requested to make their own arrangements for transportation from the airport to the city and return.

5.3 Airport Taxi Services operate private limousine services from the airport to Kuwait City, and its neighborhoods around 8 K.D approximately per vehicle

5.4 Car rental agencies are located at the arrival hall of the airport terminal building

5.5 Transportation between the venue of the meeting and the Hotels (some hotels provide Shuttle).

6. INSURANCE

6.1 Participants are advised to have insurance coverage for any unexpected contingency including transport hazards (taxi, buses, rented cars, etc.) and Medical insurance.

7. SOME USEFUL TRAVEL INFORMATION

PASSPORT/VISA

7.1 All foreign nationals entering Kuwait must possess valid passports or other valid documents for travel. Documents with less than six months to run before expiry are not acceptable.

7.2 It is mandatory for all non GCC participants to obtain visas from the Kuwait Embassy or Consulate in their Country prior to their departure for Kuwait. Some non GCC Citizens may obtain visas upon arrival. These Nationalities are listed in the following website: www.rop.gov.om and search for passport and residence services

7.3 DGCA Kuwait would assist in the issuance of the entry Visas, when required. Copy of passports of delegates who need entry visas, should be sent to DGCA Kuwait to the attention of Ms. Ameerah Almarshoud (email: amo.almarshoud@dgca.gov.kw Mobile: +965 98855955) and Ms. Nour Abughosh (email: nb.abughosh@dgca.gov.kw Mobile: +965 66768192) as soon as possible, not later than October 15, 2019.

CUSTOMS

7.4 The following are allowed to be brought into Kuwait:

- a) Personal gifts with a value not exceeding (NO LIMIT).
- b) Additional quantities of the above items may also be purchased from the Airport duty free shop after clearing customs (NO LIMIT).

8. CURRENCY, CREDIT CARDS AND BANKING SERVICES

8.1 The unit of currency in Kuwait is Kuwaiti Dinar. The current rate of exchange for US \$ is US \$ 1= 0.3039 Kuwaiti Dinar.

8.2 There are no restrictions on import of foreign currency.

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

8.4 All commercial banks exchange major foreign currencies and are open from 8:30 AM to 3:00 PM Sundays through Thursdays.

9. OTHER USEFUL INFORMATION

SHOPPING

9.1 Shopping areas are available in Kuwait. Be prepared to bargain in small shops, sidewalk vendors etc. In large stores, however, the prices are fixed.

10. WEATHER CONDITIONS

10.1 The main daily minimum and maximum temperatures for the month of November are 20 °C and 28 °C.

DRINKING WATER

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

11. OTHER ASSISTANCE

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

11.2 In case of emergency in Kuwait, please call the Focal Point from DGCA Kuwait:

Mr. Fahad Sh Alanzi

Mobile: +965 99069955

E-mail: fs.alanzi@dgca.gov.kw

Ms. Ameerah Almarshoud

Mobile: +965 98855955

Email: amo.almarshoud@dgca.gov.kw

Ms. Nour Abughosh

Mobile: +965 66768192

Email: nb.abughosh@dgca.gov.kw



List of Hotels with DGCA Corporate Rates - KUWAIT

Name	Address	Type of Room	Rate of Room	E-mail Contact	Telephone Number(s)
<i>Radisson Blu</i>	Al-Bida Al-Tawoun Street Kuwait City, 13122	Standard Room	K.D 57.500	Jubran.ibrahim@radissonblu.com	+ (965) 9727 5019 + (965) 2567 3000
		Business Class Room	K.D 75		
		Junior Suite	K.D 97.750		
		Executive Suite	K.D 115		

Name	Address	Type of Room	Rate of Room	E-mail Contact	Telephone Number(s)
<i>The Regency</i>	Al-Bida Al-Tawoun Street, Salmiya, Kuwait City, 22012	Superior Room	K.D 60 Plus 15% service charge per night	Info@regency.com.kw	+ (965) 5522 2087 + (965) 2576 6666

Name	Address	Type of Room	Rate of Room	E-mail Contact	Telephone Number(s)
		Deluxe Room	K.D 70 Plus 15% service charge per night		
		Junior Suite	K.D 85 Plus 15% service charge per night		
		Diplomatic Suite	K.D 160 Plus 15% service charge per night		

ame	Address	Type of Room	Rate of Room	E-mail Contact	Telephone Number(s)
<i>Moempick Hotel & Resort</i>	Al-Bida Al-Tawoun Street, Salmiya, Kuwait City, 22084 13008	Superior Room	K.D 60	Resort.albidaakuwait@movenpick.com	+ (965) 9600 7816 + (965) 2225 3100

Name	Address	Type of Room	Rate of Room	E-mail Contact	Telephone Number(s)
<i>Crowne Plaza Al-Thuraya City</i>	Airport Road, Kuwait City 81006 Kuwait	Deluxe Room	K.D 65	Reservation.atc@ihg.com	+ (965) 1848 111 + (965) 2473 2100

Name	Address	Type of Room	Rate of Room	E-mail Contact	Telephone Number(s)
<i>Holiday Inn Al-Thuraya City</i>	Farwaniya, Kuwait 81006 Kuwait	Standard Room	K.D 55	Reservation.atc@ihg.com	+ (965) 1848 111 + (965) 2473 2100