



United Nations Alliance of Civilizations



## Fifth Annual Focal Points Meeting

*Tunis, December 11-12, 2012*

### ***Logistical Details and Practical Information***

As announced in the invitation letter, this year the Annual Focal Points Meeting is held in Tunisia. All delegations are invited to the event and their active participation is most welcome.

#### **A- Venue of the Focal Points Meeting**

**Ramada Hotel:** Les Côtes de Carthage Gammarth, Tunis; Tel: +216 71 911 100, Fax: +216 71 910 041, E-mail: [commercial.ramadaplazatunis@planet.tn](mailto:commercial.ramadaplazatunis@planet.tn), Website: [www.ramadaplaza-tunis.com](http://www.ramadaplaza-tunis.com).

#### **B- Registration**

Registration for the Focal Points Meeting will be organized in the premises of the Ramada Hotel on December 11, 2012, one hour before the Opening Session (please check the latest Programme). Participants' folders and badges will be available at the registration desk.

#### **C- Visa Arrangements**

**AMU, EU and North American nationals:** do not require visa to enter Tunis.

**Africa, Asia, Latin America and Middle East nationals:** may require visa to enter Tunis. If it is the case, Focal Points are encouraged to send a copy of their passports at least 10 days before the date of the meeting to ALECSO (Dr. Hedi Bennisr at [h.bennisr@alecso.org.tn](mailto:h.bennisr@alecso.org.tn)) who will follow up on your visa request in order to try to facilitate the procedures as much as possible.

In case a Focal Point is accompanied by an additional delegate who requires visa to Tunis, please contact ALECSO (Mrs. Dhouha Boukhris, [d.boukhris@alecso.org.tn](mailto:d.boukhris@alecso.org.tn)) to obtain the necessary letter of invitation.

## **D- Accommodation**

Besides Ramada Hotel, there are two other hotels, which can be easily booked directly by delegations.

**CARTHAGE THALASSO** : Les Côtes de Carthage, BP 720, La Marsa-Gammarth, 2070, Tunis

Contact name: Mr.Taher Ayadi, Tel: +21671 910 111 ; Fax : +216 71 913 140, E-mail:

[reservation@carthagethalassoresort.com](mailto:reservation@carthagethalassoresort.com)

[www.carthagethalassoresort.com](http://www.carthagethalassoresort.com)

**EL MOURADI Gammarth**: Les Côtes de Carthage, BP 597, La Marsa, 2070, Tunis

Contact name: Mrs. Rahma Mouelhi, Tel: +216 71 91 15 11; Fax: +216 71 91 37 54, E-mail:

[sales6.gammarth@elmouradi.com](mailto:sales6.gammarth@elmouradi.com)

[www.elmouradi.com](http://www.elmouradi.com)

Location: The above-mentioned hotels are located in a 30-minutes drive from Tunis Carthage International Airport (Please check with the map).

Other available hotels:

### **Ramada Hotel: 5\***

Single rooms with breakfast buffet are offered at: 62 EURO/night, 79 USD/night, 125 TND/night

Double rooms with breakfast buffet are offered at: 74 EURO/night, 93 USD/night, 148 TND/night

### **Carthage THALASSO: 5\***

Single rooms with breakfast buffet are offered at: 70 EURO/night, 88 USD/night, 140 TND/night

### **El MOURADI Gammarth: 5\***

Single rooms with breakfast buffet are offered at: 57 EURO/night, 72 USD/night, 115 TND/night

N.B: Please note that the preferential tariffs are based on currency exchange rate of 1.59 TND to \$1 and 2 TND to € 1 and will vary according to the exchange rate when you travel.

## **E- Meals**

Catering will be offered by ALECSO during the period of the Focal Points Meeting (December 11-12).

Delegations will be served with lunches and dinners, as well as coffee breaks .

## **F- Inner-City Travel**

Only Ramada Hotel and ALECSO shuttles are made available for free to all attendees.

Carthage Thalasso and El Mouradi hotels do not offer shuttle service.

### **G- Airport Reception**

Upon arrival at Tunis Carthage International Airport, participants will be received at airport by ALECSO's executive and transferred to their hotels.

### **H – Registration Form**

The registration form (attached) should be sent by 28 November to Mr. Abdelwahab Chelbi Project Coordinator; E-mail: [a.chelbi@alecso.org.tn](mailto:a.chelbi@alecso.org.tn) or to Mr.Oussama El Habach, Project Coordinator E-mail: [habach\\_oussama@yahoo.com](mailto:habach_oussama@yahoo.com) ; Office: +216 71 905 334; Mobile: +216 23 096 292.

If travel information is sent after the deadline above, please send it (at least a minimum of 3 days in advance) directly only to Mr.Oussama El Habach, Project Coordinator (E-mail: [habach\\_oussama@yahoo.com](mailto:habach_oussama@yahoo.com); Office: +216 71 905 334; Mobile: +216 23 096 292).

### **I – Sign up Form**

Please return the completed Sign Up Form (attached) *no later than 28 November 2012* by e-mail to:

Anna Pavlyuchenko  
Liasion and Projects Officer  
UNAOC Secretariat - New York  
([annap@unops.org](mailto:annap@unops.org))  
phone: +1212 457 1810

### **K- Translation**

During the Opening and Closing sessions of the Focal Points Meeting, simultaneous translation will be provided in French, English and Arabic. Other workshops conducted will be in English only.

### **J- Contact Information**

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