



*Empowered lives.
Resilient nations.*

**Regional Conference on Financing for
Sustainable Energy and Water Conservation**

9-10 May 2016

**Dead Sea,
The Hashemite Kingdom of Jordan**

Logistical Note

1. Accommodation and Venue of the meeting

1.1. Meeting venue:

The meeting will be held at [Crowne Plaza Jordan Dead Sea Resort & Spa](http://www.crowneplaza.com) located in Dead Sea.

Crowne Plaza Jordan - Dead Sea Resort & Spa
Swemieh-18186, Jordan
PO Box 100
Tel: 00 962 5 349 4000
Fax: 00 962 5 349 4004
E-Mail: info.cprdeadsea@ihg.com
<http://www.crowneplaza.com>

1.2. Arrival and Departure:

Participants are expected to arrive on 8 May and depart on 10 May 2016 unless additional nights are required by travel constraints.

Please be advised that the hotel rooms are available for guest check-in after 15:00 hrs. Guests arriving earlier will be checked in as soon as rooms become available. Consideration for checkout extensions later than 12:00 noon can only be confirmed on the date of departure.

1.3. Hotel Accommodation:

Rooms have been reserved for participants attending the conference at [Crowne Plaza Jordan Dead Sea Resort & Spa](#).

UNDP will cover participants' accommodation for 2 nights from 8 till 10 May, 2016 unless additional nights are required by travel constraints.

Participants are kindly requested to cover extra expenses incurred during their stay such as mini-bar, alcohol, telephone calls, laundry, business center, spa, etc.

1.4. Extra Meals

Participants can dine at [Ambrosia Restaurant](#) located on the 2nd floor. The dinner will be an open buffet including one round of soft drinks. Alcohol, tobacco and shisha are not covered.

Lunch and coffee will be provided at the meeting on 9-10 May 2016.

1.5. Social Dinner

A social dinner will be held at the hotel on 9 May 2016; the venue will be disclosed at a later stage.

2. Travel/ Admin Requirements

2.1. Visa Formalities:

Participants traveling with national passports from non exempt countries should obtain a visa prior to commencing travel to Jordan. Kindly consult the Jordanian Embassy on visa requirements.

2.2. Transportation:

UNDP is arranging for participants' airport pick-up and drop-off.

Kindly share with us your travel itinerary on the google sheet as per the below link:

<https://docs.google.com/spreadsheets/d/1N-vN62nM9Pykd9a7rJ2hyIS7YhLGVjEaontxITDGTro/edit?usp=sharing> .

3. Facilities

3.1. Fax/ E-mail/Printing

A business center is available at the Hotel for Fax/e-mail and printing of documents.

3.2. Voltage

The voltage in Jordan is 220-240 Volts. The majority outlets accept one type of plug with three rectangular British style pins. If you travel to Jordan with a device that does not accept 220-240 Volts, you will need a voltage converter. Although most laptops are designed for travellers and auto-sense and auto-switch between 110 and 240 volts, participants need to check for this capability before bringing their equipment to Jordan. If a laptop does not have the right plug, you will also need to bring a plug adapter.

3.3. Currency and Exchange Rate

Exchange rate: US\$ 1.00 = JOD 0.708

<http://intra.undp.org/ofa/exrates/exrate.htm>

Visa, Master Card & American Express are widely used in Jordan.

3.4. Weather:

You can follow weather updates on Jordan by clicking the below link:

<http://www.accuweather.com/en/jo/jordan-weather>

4. Emergency contact numbers:

4.1. Local emergency contacts

- Police 191
- First Aid & Ambulance service: 193 & 199

We look forward to welcoming you in Jordan!

If you have any questions, please contact Mr. Jad Chammas jad.chammas@undp.org

Contacts (Organizers)

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