



SECOND MEDA WATER REGIONAL EVENT On Local Water Management

Under the High Patronage of His Majesty the King Mohammed VI
28, 29 & 30 APRIL 2008
Palais des Congrès, Marrakech, Morocco

PRACTICAL INFORMATION

Event venue:

PALAIS DES CONGRES
Boulevard Mohamed VI – 40000 Marrakech - Morocco
Tel: +212 24 33 91 44 / 45
Fax: +212 24 33 91 20 / 21
Email: hasna@lemansoureddahbi.ma
Website: www.lemansoureddahbi.ma
Contact: Mr Driss Namolsi (Director – Mob: +212 61 92 99 55) or Mrs Hasna Zghaoui

Travel expenses covered by the organizers:

Travel and visa arrangements:

Participants are kindly requested to make their own travel arrangements for Marrakech, Morocco. Flight tickets will be reimbursed on the base of economy fare, cheapest possible flight option only and will need prior approval by email from Mrs Ida Nguyen (see under Contact details). When flight schedules impose one or two additional nights, participants must require approval in advance from the RMSU.

All participants should ensure that they obtain their entry visa in Morocco well in advance of the Event date through the Moroccan Embassies in their respective countries.

IMPORTANT: Eligible travel costs are ticket costs, airport transfer costs and visa costs. These costs will only be reimbursed after completion of the journey, upon presentation of boarding passes, passenger receipt (slip) of the ticket and invoice of the Airline Company or travel agent accompanied with the annexed Word file named "Request for reimbursement" duly completed.

Airport transfer:

Airport transfer from Marrakech Airport to your hotel will be organized by RMSU according to the provided flight schedules.

Accommodation & Meals covered by the organizers:

Pre-booking for single rooms including breakfast at the Complex Mansour Eddahbi Hotel 5* (close to the Conference venue) have been made by the RMSU.

During the Event period (28 to 30 April 2008), lunches, dinners and coffee-breaks will be provided by the RMSU.

Lunches buffet will be served at La Palmeraie Restaurant of the Mansour Eddahbi Hotel for all participants. An outside cocktail dinner for those arriving on 27 April will be served by the Pool at Mansour Eddahbi Hotel. Dinners on 28 and 30 April will be served respectively at the Moroccan and Italian restaurants in the same hotel.

Please note that access to the Mansour Eddahbi restaurants will be only authorized to the participants upon presentation of their coupon (to be provided at the registration desk).

Moreover, an official dinner on 29 April 2008 will be offered by the State Secretariat in charge of Water in Morocco, at Chez Ali (Fantasia show) upon presentation of personal invitation.

As accommodation and meals are covered by the RMSU, any other cost (drinks, mini-bar, laundry, local transport and telephone calls) have to be paid by the participants themselves and be liquidated upon checking out.

Registration desk:

For those arriving on 27 April, a registration desk will be open for preliminary registration from 6:00 pm to 7:30 pm in the lobby near the main entrance of Mansour Eddahbi Hotel (An indicative roll-up poster of the Conference will be set up on purpose).

On 28 April, a second registration desk will be open from 9:00 am to 10:00 am at the front desk of the Palais des Congrès main entrance. Indicative signs and banners carrying the RMSU MEDA Water Logo will be set up throughout the main public areas of the Mansour Eddahbi Hotel and Palais des Congrès for ease of reference.

For further questions during the Event period, Ms Ida Nguyen and Mr Qasem Al-Horainy carrying their badges will be present to assist.

Working languages:

The working languages of the conference are English and French. Simultaneous interpretation will be provided to and from these languages (headphones).

Project representatives are kindly requested to submit the text of their presentation (powerpoint) prior to the conference as soon as possible to Mr Gert Soer (see Contact details below).

Contact details:

RMSU team in Amman:

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