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## CBRN Conference for the Arab States

### Addressing Chemical, Biological, Radiological and Nuclear Risks: experiences and good practices in the European Union and Arab States

30-31 May 2023 – Cairo, Egypt

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#### Practical information

##### Venue

The event will take place at the **League of Arab States (LAS) HQs**

Address: 1, Tahrir Square, Cairo, Egypt

##### Entrance

In order to enter the LAS HQs, visitors are required to be in possession of an identity card or passport.

##### Meeting date and time

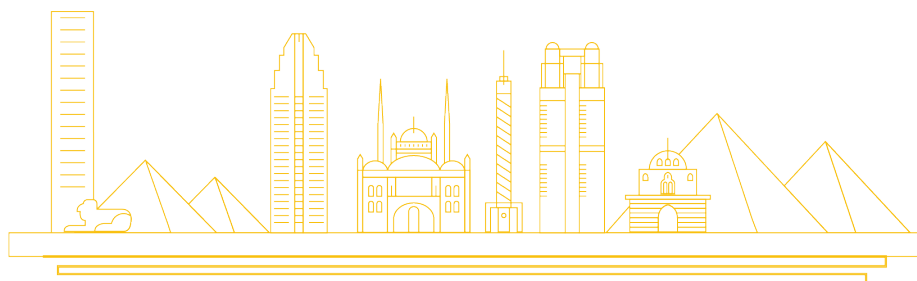
- The event will be held in the “Andalusia Room”. The registration will start on 30 May 2023 at 9:30 and will end at 16:30 approximately. For further details, see the agenda of the meeting.
- On 31 May 2023 the event will start at 10:00 and will end around 13:00 followed by a light lunch.

##### Bilateral Meetings

- Bilateral meetings will take place on the afternoon of 31<sup>st</sup> May upon request of participants. To request a bilateral meeting, please send an email to Mr Adil Radoini [adil.radoini@un.org](mailto:adil.radoini@un.org)

##### Visa

- It is the traveller’s responsibility to obtain the appropriate visas/transit visas. UNICRI can facilitate the visa application with a note verbale that should be asked directly to Ms Tehreem Sohail [tehreem.sohail@un.org](mailto:tehreem.sohail@un.org) by sharing the passport details and the address of the consulate/embassy where the participant wants to apply. Any expense related to the visa application can be reimbursed upon proof of requirement and payment. Therefore, participants will have to share a scanned copy of visa receipts with UNICRI (Ms Tehreem Sohail [tehreem.sohail@un.org](mailto:tehreem.sohail@un.org)) after the event, along with a copy of their boarding passes.





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#### ▪ Arrival at Cairo Airport:

Sponsored participants will be offered a pick-and-drop off service from/to the Cairo airport/hotel. A driver from the Steigenberger Hotel Tahrir will be waiting for them at the arrival gate with the Steigenberger Hotel Tahrir sign board. Please call the following number in case of need: tel.+202 2575 0777.

#### Accommodation and transportation

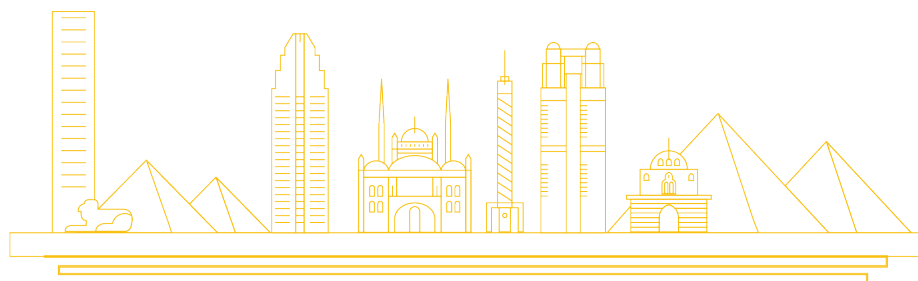
- All sponsored participants will be staying at **Steigenberger Hotel El Tahrir Cairo** (address: 2 Kasr Al Nile, Ismailia, Qasr El Nil, Cairo Governorate 4272111, Egypt; Phone no. 0020 2 25750777), which is at walking distance from the meeting venue. The costs of accommodation will be covered by UNICRI from 29<sup>th</sup> May to 31<sup>st</sup> May or 1<sup>st</sup> of June, depending on the return flight ticket. Breakfast will be included.
- Non-sponsored participants are advised to stay at the same hotel (Steigenberger Hotel El Tahrir Cairo) to facilitate the logistics.. They can benefit from the same special rate of 160 USD per night, including breakfast, through the link <https://forms.office.com/e/aUUP2DzP1n> and by providing a credit card. Please note that in case of a no-show, the cost of one night will be deducted. They can benefit also from the pick-up/drop-off service by contacting the hotel.

#### Travel rules and conditions

- Allowances: sponsored participants are entitled to a daily subsistence allowance (DSA) as per UN rules, to cover their expenses of stay in Cairo. The current rate of the DSA for Cairo is 305 USD (May 2023). However, sponsored participants are entitled to receive 50% of the DSA as their accommodation will be paid directly by UNICRI. Travel advance will be sent not earlier than five days prior to the commencement of the travel, through bank transfer and it could take up to three or four days to be credited in the participant's bank account. Travel advance (70%) will be received only by those who will submit their travel requests by 12 May 2023. For those who will submit their travel request after this date, travel advance will not be guaranteed.

Additionally, sponsored participants will also receive 4 terminal allowances to cover transportation from/to home-airport journey, for a total of **122 US\$**: 2 full terminals of 47US\$ in the place of residence and 2 reduced terminals of 14US\$ in Cairo – as transportation from/to airport in Cairo is arranged and covered directly by UNICRI). The remaining part of the DSA (30%) will be transferred after the event, upon submission of the travel expense report by email along with scanned copies of boarding passes to Ms Tehreem Sohail.

- Meals: lunches and coffee breaks on the 30<sup>th</sup> and 31<sup>st</sup> will be offered at the meeting venue.
- Dinner: participants will be free to arrange their own dinner on 29<sup>th</sup>, 30<sup>th</sup> and 31<sup>st</sup> of May.
- UNICRI will provide you with an Economy round-trip ticket from your place of residence to Cairo, Egypt in accordance with existing United Nations Rules and Regulations. UNICRI will purchase the most economical flights, regardless of the departure time and duration of the flight. No flight schedules will be proposed to the travellers - unless there are more options at the same price. Therefore, if for specific and justified reasons a traveller cannot travel at a certain time, such information shall be reported in the Special Instruction box of the registration form. The departure flight will be booked according to the first working date and time, taking into consideration the rest period (when applicable). The traveller is expected to fly back as soon as the work is completed, i.e., if the time allows on the same day, otherwise on the following day.





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- **Other important information:** additional costs incurred for any deviation from the authorized itinerary and travel dates will be borne by participants. Should participants wish to upgrade their tickets, they may do so at their own expense.

### Information about the city of Cairo:

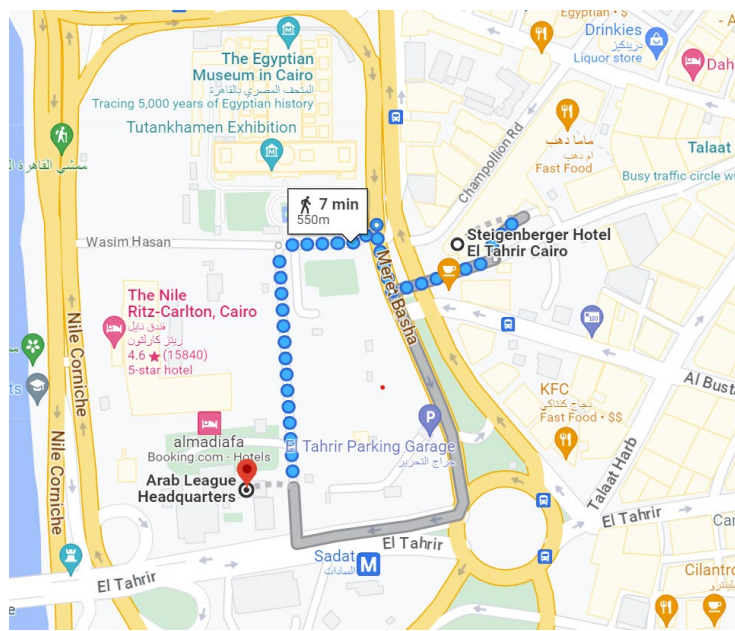
<http://www.cairo.gov.eg/en/pages/default.aspx>

<https://www.cairo-airport.com/en-us/>

<https://whc.unesco.org/en/list/89/>

<https://www.lonelyplanet.com/egypt/cairo>

### LAS HQs Map



### Contacts

For further information, please do not hesitate to contact us:

#### LAS

Mr Eljih Mael Elainin, Counselor [elijh.elainin@las.int](mailto:elijh.elainin@las.int)

#### UNICRI

Mr Adil Radoini, Programme Officer [adil.radoini@un.org](mailto:adil.radoini@un.org) – Phone n. +39 338 600 1558

Ms Tehreem Sohail, Project Assistant [tehreem.sohail@un.org](mailto:tehreem.sohail@un.org)

