

African Training and Research
Centre in Administration for
Development

المركز الإفريقي للتدريب
و البحث الإداري للإتماء

Centre Africain de Formation et
de Recherche Administratives
pour le Développement



Original: French

Creating Networked and On-Line Government Services: Training of Chief Officers

*Seminar for Officers in charge of Information and Communication Technology
(ICT) Services within Secretariats to Cabinet*

Information Circular

TANGIER (Morocco), 14 - 18 January 2008

1. Arrival :

The Participants will be welcomed at Tangiers airport upon their arrival. Please communicate to us (if it has not yet been done), details of your travel (flight number, date, hour, etc) to enable CAFRAD to confirm the hotel reservation.

2. Transport :

CAFRAD Secretariat will ensure participants' transport from Tangier airport to the hotel and vice versa.

3. Lodging and venue of the seminar :

Participants will be lodged at the INTERCONTINENTAL Hotel where the seminar will also be held :

Hôtel Intercontinental,
Park Brooks/Bd Sidi Mohamed Ben Abdallah,
TANGIER
Fax : (212-39) 93.79.45 // 93.01.51.
Tél. : (212-39) 93.01.50 // 93.60.53 à 57.
E-mail : intercontinental@intercontinental.com
Website: www.intercontinental-tanger.com

Rates: - Single room with Breakfast : 516,00 Moroccan Dirhams marocains, about US \$ 67 per day.
- Single room with half board : 666,00 Moroccan Dirhams, about US \$ 87 per day.

Participants should settle directly their hotel bills and all extras.

4. Bank :

Various banks exist in the center of the city and their branches are open daily from 8.15 a.m. to 11.30 a.m. and from 14.15 p.m. to 16.30 p.m., except Saturday and Sunday.

The exchange rate is approximately :
1 Us dollar = 7.71 dirhams
1 Euro = 11,08 dirhams

5. Medical Service :

United Nations Physician : Dr. Abdelhamid AGOUMI,
16, Avenue du Prince Héritier,
Tanger.
Tél. : 039 93 73 51
Permanent Medical Service : Tél : 039 33 33 00

6. Clothes :

Participants are advised to bring warm clothes, because it is winter in Morocco. It is relatively cold and rainy. (Sweaters, coats, etc).

7. Visa :

It is required to obtain an entry visa into Morocco, if needed. If there is no Moroccan diplomatic representation in your country, would you please fax to us, as soon as possible, the first three pages of your passport to arrange for an entry visa to be delivered to you upon your arrival at Tangier airport.

8. Registration Fees:

The sum of US\$ 300 will be paid to CAFRAD Secretariat upon registration.

9. Booking, Confirmation of flights :

Participants are requested to remit their ticket to CAFRAD Secretariat upon their arrival in order to confirm your return flights and to arrange for your transport to Tangier Airport.

Welcome to Tangier. For any other information, please contact us at:

CAFRAD

Tel: (212) 39.32.27.07 // Mobile : (212) 61 30 72 69

Fax: (212) 39 32 57 85

e-mail: cafrad@cafrad.org Web Site: www.cafrad.org