



12th
Policy Dialogue Forum

8 - 11 December 2019

Practical information

*Annual Meeting and 12th Policy Dialogue Forum
8-11 December 2019, Dubai, United Arab Emirates*

Secretariat of the International Task Force on Teachers for Education 2030

This document aims at providing the participants with practical and useful information about their travel to, and stay in Dubai, United Arab Emirates.

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Registration

All participants must submit an online registration forms <https://forms.gle/Y9DJUSfQDPHV4pD78> by **30 October 2019**. If you face difficulties completing the form, please contact Ms Lydie Kente (ld.kente@unesco.org), the Teacher Task Force Secretariat.

Conference Venue

The Teacher Task Force (TTF) Annual meetings and the 12th Policy Dialogue Forum will be held at the [Roda Al Bustan Hotel](#), which is also selected by the host country and UNESCO as the venue to stay for all international participants. Please note that it is within about 1 kilometre of Dubai International Airport.

Roda Al Bustan Hotel

Casablanca Road, Al Garhoud, P.O. Box 30880, Dubai, United Arab Emirates
Dubai,

Tel: +971 4 282 0000

Email: albustan.hotel@roda-hotels.com

URL: <http://www.roda-hotels.com/al-bustan/>



Hotel and Accommodation

All participants are strongly encouraged to stay at Roda Al Bustan Hotel. Should you choose to stay at another hotel, you will be responsible for your own transport to and from the conference venue.

If you are a sponsored participant, you do not need to make your hotel reservation. The hotel has already set rooms aside for sponsored participants, and the TTF Secretariat will look after this. However, please make sure that you register via the link provided above asap.

If you are a non-sponsored participant, it is recommended that you also contact the Roda Al Bustan Hotel asap to make your own booking. They propose a negotiated rate of AED 590 per night, which includes full board. Please contact Mark Candido and Osama Ayoub (email addresses in the table below).

Name	Department	Phone	Email
Mark Candido	Groups booking	+971 4 7054189	groups.albustan@roda-hotels.com
Osama Ayoub	Management	+971 557555121	Osama.ayoub@roda-hotels.com

If there are no rooms available, we suggest you contact the following hotels nearby the venue:

Hotel	Contact information	Website
Le Méridien Dubai Hotel & Conference Centre	Mohammad Al Hussein +971 50 651 9846 Mohammad.Alhussein@lemeridien.com	https://www.marriott.com/hotels/hotel-information/dxbmd-le-meridien-dubai-hotel-and-conference-centre/

Flora Hospitality Dubai	Mohamed Khair +971 561743841 mohamed.khair@florahospitality.com	https://www.florahospitality.com/dubai/deira/dubai-flora-grand-hotel
Millennium Airport Hotel Dubai	Osama Mustafa +971 54 793 9457 osama.mustafa@millenniumhotels.com	https://www.millenniumhotels.com/en/dubai/millennium-airport-hotel-dubai/

Arrival and Transportations

Arrival

All International participants are expected to arrive at **Dubai International Airport**.

To and from the airport

For sponsored guests those who are staying at the Roda Al Bustan Hotel, a free shuttle service has been organised. This will be available upon your arrival **only at Dubai Airports**. Therefore, the shuttle of any other airports not located in Dubai will be at the participant cost. If you are having any problems, please contact the following people:

Name	Department	Phone	Email
Nicolas	Concierge	+971 55 930 2146	concierge.albustan@roda-hotels.com
Osama Ayoub	Management	+971 557555121	Osama.ayoub@roda-hotels.com

If **you are a non-sponsored guest** and you are staying at the Roda Al Bustan, there will be a small charge for the airport shuttle service.

If **you are a non-sponsored guest** and you are staying at another hotel, please see directly with the hotel for your airport shuttle service.

Around Dubai

Taxi

Participants who wish to schedule a ride, can call for a Dubai taxi pick-up at +971 4 208 0808. Those who prefer to use an app to book a ride, [Uber](#) or [Careem](#) are available.

Public transportations

Public transportation options are available on [Getting around Dubai](#).

Visa Information (please see the Annex for complete information)

Sponsored participants who are in need of a visa should contact the TTF Secretariat who will provide more information about this process.

Non-sponsored participants who are in need of a visa, please see the information provided in the Annex to help you with your formalities. Please start your visa process as soon as possible, so as not to encounter any

last minute problems.

Exhibition Materials

All participants are welcomed to share publications, or other materials, of their country or organization with other participants at the exhibition stands of the conference venue. Materials can be sent directly to the following address **Roda Albustan hotel, Casablanca Road, Al Garhoud, P.O. Box 30880, Dubai, United Arab Emirates Dubai**. Please note that publications should not arrive any earlier than 72 hours before the start of the Forum (7 December).

Please inform by email Ms Lydie Kente (+33145681283, ld.kente@unesco.org), TTF Secretariat, as well as Mr Nicolas (+971559302146; concierge.albustan@roda-hotels.com), Roda Albustan hotel, indicating the titles of your documents and the number of boxes.

Boxes should be labelled: "Teacher Task Force Policy Dialogue Forum", as well as "Diplomatic Pouch", if sent by Diplomatic Pouch.

Security

Dubai is considered a safe city with visitors from all over the world. However, participants are advised to be careful at all time. For any private or individual activities you may want to undertake, especially outside the premises of the meetings (sightseeing, shopping, etc.), please check with the Information Desk for guidance and advice.

Health and Insurance

Participants are responsible for their own medical care and own insurance for accident, medical emergencies, loss of luggage and currency and against any damage, etc. The hotel will provide basic first-aid services. Information about hospitals and health centers, can be found on [Health Centers](#) and [Hospitals and Health Care Centers](#).

Languages

Simultaneous interpretation will be provided in English, Arabic and French. For some plenary sessions, Spanish will also be available.

Banking and Money Services

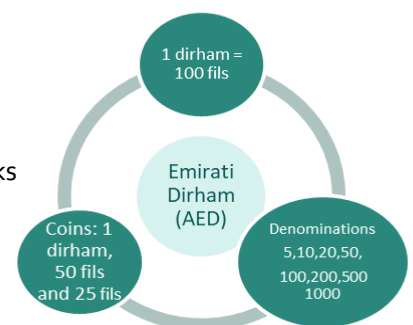
Local currency and exchange

The official currency is the United Arab Emirates dirham (AED).

Exchanging any currency into dirhams is easy and available at the airport, banks and shopping malls. Shopping malls generally have banks and money exchange counters that stay open until late in the evening.

Banks

Banks are generally open Saturday–Thursday, 8 a.m.–1 p.m. and closed on Fridays. ATMs are conveniently located in shopping malls, metro stations, supermarkets and on the streets.



Credit cards

Dubai's hotels, shops and restaurants extensively accept major credit cards including Visa, MasterCard, and American Express.

Climate and Local Time

The local time in Dubai is UTC plus 4 hours.
The average temperatures in December are expected to be between 16°C and 26 °C.



Contact Information

Host country organizing team

Responsibilities	Name	Phone	Email
General coordination	Ms Salha Ghubash	+971504288822	s.ghubash@ha.ae
Hotel booking and Transportation	Mr Ibrahim Aljasmi	+971503703022	l.mohamed@ha.ae
Communication (press, etc.)	Ms Amathil Ghayath	+971555551709	a.ghayath@ha.ae

TTF Secretariat and UNESCO

Responsibilities	Name	Phone	Email
General coordination	Leila Loupis	+33145680885	l.loupis@unesco.org
Logistics, travel, DSA	Lydie Kente	+33145681283	Ld.kente@unesco.org
Communication and exhibition stands	Ines da Silva	+33145680864	i.da-silva@unesco.org
Questions about Dubai	Maram Algohani	+33145681474	m.algohani@unesco.org

Other Useful Information

Electricity

The electrical current in Dubai is 220/240 V, 50 Hz AC. British-style 3-pin electrical plugs are used (Type G or 13 amp plug). Socket adaptors are readily available in local stores.

Telephone services

Dubai's telecommunications industry is operated by Etisalat and Du, both offer special packages for visitors. Participants may also use their existing mobile service providers with international roaming.

Wi-Fi services are available throughout Dubai and most shopping malls, hotels and airport terminals.

To find a local number you might consult the [Yellow pages](#).

Delivery

In Dubai, you can get almost anything delivered at any time of day or night. To find a local number you might consult the [Yellow pages](#).

Important numbers

Emergency Numbers in Dubai

Police	999	Ask Dubai	600 560 000
Fire Department	997	Yellow Pages	181
Ambulance	999	Dubai Consumer Protection	600 54 5555
Tourist Security Department of Dubai Police	800-4438	Dubai immigration helpline	800-5111
			+971-4-3139999

ANNEX – VISA REQUIREMENTS

Gulf Cooperation Council (GCC) countries

Citizens of GCC countries are able to produce with their country passport or national ID card at the point of entry into the UAE. No visa, permit, or sponsorship by a national or resident in the UAE is needed.

Visa on arrival

Passport holders of the below countries or territories are can proceed to the Immigration upon arrival where their passport will be stamped with a 30-days visit visa or a multiple entry 90-days visit visa free of charge. No advance visa arrangements is required.

30-days visit visa

Andorra	Hong Kong, China	Malaysia	Russian Federation	Ukraine
Australia	Ireland	Monaco	San Marino	United Kingdom
Brunei	Japan	New Zealand	Singapore	United States of America
Canada	Kazakhstan	People's Republic of China	South Korea	Vatican City

90-days visit visa

Austria	Czech Republic	Honduras	Netherlands	Slovakia
Barbados	Denmark	Iceland	Norway	Slovenia
Brazil	Estonia	Italy	Poland	Spain
Belgium	Finland	Latvia	Portugal	Sweden
Bulgaria	France	Liechtenstein	Romania	Switzerland
Chile	Germany	Lithuania	Seychelles	Ukraine
Costa Rica	Greece	Luxembourg		Uruguay
Croatia	Grenada	Malta		
Cyprus	Hungary	Montenegro		

Pre-entry visa required

if you are not a citizen of the countries mentioned above you can apply for one of the several types of visas that are issued, either from the nearest UAE Embassy in your country, travel agent or online (electronic) as applicable.

Visit visa should be applied for by a sponsor, who is a person or organization who will be responsible for you while you are here, and will represent you to the authorities as and when required. For a visit visa, your sponsor could be:

A hotel or tourist company. They can apply, on your behalf, for a 30-Day Tourist Visa, which can be extended to 40 days, a 14-Day Service Visa, Or a 30-Day Visit Visa which can be extended for other 30 days. **Please, note that you can seek the help of the UAE embassy in your country for verification.**

Other organizations based in the UAE may only apply for Visit Visas and Service Visas.

Individuals (Relatives Or Friends) already resident in the UAE may, subject to guidelines, also apply on your behalf for a Visit Visa.

General required documents and information for all visa types

- Passports must be valid for at least 6 months from the date of entry into the UAE
- Clear passport copy (Last page if details available)
- Colour photo (Must be recent one)
- The ID card both side for some nationalities (Iraq, Iran, Pakistan)

For 18 years old applicants

- The birth certificate must be an English or Arabic version.
- One of the parents must be applied a tourist visa with them.

Local companies to facilitate visa

Airlines	Travel Agent
Emirates Airline https://www.emirates.com/english/before-you-fly/visa-passport-information/uae-visas/index.aspx	Al Arif Sons Travel
Fly Dubai https://www.flydubai.com/en/plan/visas-and-passports/uae-visas	Mr. Thafer Al Salhi +971 50 144 8414 thalsalhi.fd@astravel.ae http://www.astravel.ae/
Air Arabia https://www.airarabia.com/en/visa-and-passport-information	
Etihad Airways https://www.etihad.com/en-ae/fly-etihad/visas	

Disclaimer: The visa rules are subject to change. The details mentioned are just an overview of the general requirements for visas. You are advised to check with UAE embassies in your country for the latest update for more information please visit [Entry permit or a visa to enter the UAE](#) and/or [Federal Authority For Identity and Citizenship](#)