



# LEAVING NO ONE BEHIND: EVALUATION FOR 2030

2019 National Evaluation  
Capacities Conference

#NECdev

Logistics Note

20-24 October 2019

Hurghada, Egypt (Steigenberger Al Dau International Conference Centre)

(Updated regularly - version date: 21 October 2019)

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<p><b>NEC 2019 website</b></p>	<p>For more information on the National Evaluation Capacities (NEC) Conference, please visit the <a href="#">NEC 2019 website</a>. Join the conversation on social media with <a href="#">#NECdev</a>.</p>
<p><b>Venue &amp; dress code</b></p>	<p>The meeting will be held at the Steigenberger Al Dau International Conference Center</p> <p><b>Contact information:</b>  <b>Address:</b> Yussif Afifi Road, Hurghada, Egypt  <a href="https://steigenbergeraldaresort.com/">https://steigenbergeraldaresort.com/</a>  Phone: +20 65 3465400  Email: <a href="mailto:redsea.aldaubeach@steigenberger.com">redsea.aldaubeach@steigenberger.com</a></p> <p><b>Dress code:</b> Business casual.</p>
<p><b>Registration for the event and identification badges</b></p>	<p><b>Registration prior to the conference is mandatory</b> and all participants are requested to register online as soon as possible with the unique registration link provided in their Invitation Letter.</p> <p>In Hurghada, participants will be required to present their passports and to obtain meeting badges at the registration counter located in the Lobby area of the Al Dau Conference Centre. Only participants who have registered and paid will be included in the final list of participants.</p> <p>For identification and security reasons, all participants are required to wear their meeting badges at all times during the event.</p>
<p><b>Visa information</b></p>	<p><b>All participants are responsible to obtain their own visa</b> if required. It is strongly recommended, even for nationals of countries who are eligible for visa on arrival, that all participants obtain their entry visa in advance to ensure smooth arrivals.</p> <p>For visa requirements, kindly check with the Egyptian Embassy or Consulate in your respective country or neighbouring country, specifying the type of passport (e.g. diplomatic or ordinary national passport). A list of embassies classified by continents is available at <a href="https://www.mfa.gov.eg/English/Ministry/Pages/contacts-egypt-empassys.aspx">https://www.mfa.gov.eg/English/Ministry/Pages/contacts-egypt-empassys.aspx</a>. A list of support Embassies for countries without an Egyptian consulate or embassy is annexed hereto.</p> <p>For information, standard required documents for visa applications will include: the passport, hotel reservation, flight ticket, pictures size 4x6, the invitation letter, and visa application which is available on this website:  <a href="https://www.mfa.gov.eg/English/ConsularServices/Pages/VisaApplication.aspx">https://www.mfa.gov.eg/English/ConsularServices/Pages/VisaApplication.aspx</a>  or can be filled at the Embassy/Consulate. Nevertheless, the Embassies/Consulates reserve the right to ask for additional documents if they deem it necessary.</p> <p>Some consulates are asking for “mission orders” so it is advisable to include a letter from your employer indicating that you have been officially nominated to attend the conference. If necessary, the IEO can provide a letter.</p>

<p><b>Accommodations</b></p>	<p><b>All participants responsible for making their own hotel reservations.</b> Bookings should be made as soon as possible as October is high tourist season in Hurghada.</p>																										
<p><b>Airport Transfer</b></p>	<p>The conference venue is 10 minutes away from Hurghada International Airport.</p> <p>The conference organizers are not providing airport transfers. Participants should arrange for airport transfers with their hotel or plan to take a taxi or uber from the airport.</p>																										
<p><b>Transportation to the Conference Venue</b></p>	<p>Shuttle busses are being provided from the <b>Marriott, Jazz Casa Del Mar, and Samra Bay Hotels ONLY</b> according to the schedule below.</p> <p>Participants staying in other hotels should plan to take taxis or Uber.</p> <div data-bbox="467 655 1357 1398" data-label="Table"> <table border="1"> <tr> <th colspan="2">Sunday, 20th &amp; Monday, 21st of October 2019</th> </tr> <tr> <td>07:30 AM</td> <td>From Hotels to Steinberger Al Dau Conference Center</td> </tr> <tr> <td>05:45 PM</td> <td>From Steinberger Al Dau Conference Center to Hotels</td> </tr> <tr> <th colspan="2">Tuesday, 22nd of October 2019</th> </tr> <tr> <th colspan="2">Commute to Conference Opening ceremony &amp; Session:</th> </tr> <tr> <td>07:30 AM</td> <td>From Hotels to Steinberger Al Dau Conference Center</td> </tr> <tr> <td>05:45 PM</td> <td>From Steinberger Al Dau Conference Center to Hotels</td> </tr> <tr> <th colspan="2">Commute to Conference Gala Dinner:</th> </tr> <tr> <td>07:30 PM</td> <td>From Hotels to Steinberger Al Dau Hotel (Gala Dinner Venue)</td> </tr> <tr> <td>10:30 PM</td> <td>From Steinberger Al Dau Hotel (Gala Dinner Venue) to Hotels</td> </tr> <tr> <th colspan="2">Wednesday, 23rd &amp; Thursday, 24th of October 2019</th> </tr> <tr> <td>08:00 AM</td> <td>From Hotels to Steinberger Al Dau Conference Center</td> </tr> <tr> <td>05:40 PM</td> <td>From Steinberger Al Dau Conference Center to Hotels</td> </tr> </table> </div>	Sunday, 20th & Monday, 21st of October 2019		07:30 AM	From Hotels to Steinberger Al Dau Conference Center	05:45 PM	From Steinberger Al Dau Conference Center to Hotels	Tuesday, 22nd of October 2019		Commute to Conference Opening ceremony & Session:		07:30 AM	From Hotels to Steinberger Al Dau Conference Center	05:45 PM	From Steinberger Al Dau Conference Center to Hotels	Commute to Conference Gala Dinner:		07:30 PM	From Hotels to Steinberger Al Dau Hotel (Gala Dinner Venue)	10:30 PM	From Steinberger Al Dau Hotel (Gala Dinner Venue) to Hotels	Wednesday, 23rd & Thursday, 24th of October 2019		08:00 AM	From Hotels to Steinberger Al Dau Conference Center	05:40 PM	From Steinberger Al Dau Conference Center to Hotels
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<p><b>Event timing</b></p>	<p><b>Pre-Conference training workshops</b> will start at 08.30 am on <b>Sunday 20 October 2019</b>. Workshops will run from 09.00 am to 5.30 pm on Sunday 20 October 2019, and Monday 21 October 2019.</p> <p>The <b>NEC Conference</b> will start at 08.30 am on <b>Tuesday 22 October at 8:30 a.m.</b> and conclude on <b>Thursday 24 October 2019</b> (at approximately 5.00 pm).</p>																										
<p><b>Social events</b></p>	<p>There will be a Gala Dinner on 22 October 2019 from 20:00 – 22:30 at the Steigenberger Pure Lifestyle outdoor Arena. Dress is formal/semi-formal.</p>																										
<p><b>Meals</b></p>	<p>Coffee breaks and lunches during the Conference and pre-conference workshops will be provided at the meeting site for all participants.</p>																										

<p><b>Currency</b></p>	<p>The Egyptian currency unit is the Pound (EGP). The exchange rate is approximately 1USD= 16.55 EGP (Sept 2019).</p> <p>Foreign currencies are exchangeable at the banks, airport, hotels and exchange offices. International credit cards are accepted in major establishments. There are ATMs available.</p>
<p><b>Safety and Security, Health</b></p>	<p>Participants are encouraged to check for any travel advisory statements with their country representations in Egypt.</p> <p><b>Hurghada:</b> Participants should apply the same precautions they would while out and about in any other city or vacation destination:</p> <ul style="list-style-type: none"> <li>• Walk in well-lit areas</li> <li>• Teaming up with colleagues or friends is always a good idea</li> <li>• Keep a low profile and do not display wealth – expensive jewellery and excessive cash.</li> <li>• It is wise to split cash and credit cards in different pockets – better carried on your person than in a handbag.</li> <li>• Have one form of identity on you – secure the others in the hotel safe along with other valuables and money/additional credit cards.</li> <li>• Carry handbags away from passing traffic</li> <li>• It is always a good idea to approach the concierge at the hotel to get advice on use of taxis’ and refer to brochures available at the hotel to get information about locations you plan to visit.</li> <li>• Request the taxi meter to be activated</li> <li>• Carry a card with the hotel address and phone numbers with you and save the emergency numbers provided in your phone.</li> <li>• Set up a “buddy system” – tell someone where you’re heading to – even if it is just to take a walk</li> </ul> <p><b>Water:</b> As per travel advisories, tap water is not recommended for drinking. Bottled water is recommended and is readily available in all hotels, supermarkets and shops.</p> <p><b>Health insurance:</b> The organizer does NOT cover health insurance of the participants during their stay in Hurghada. Participants are responsible to obtain international health insurance.</p>
<p><b>Logistics contact information</b></p>	<p>Should you require any further assistance, please contact: <a href="mailto:ieo.nec@undp.org">ieo.nec@undp.org</a></p>
<p><b>Emergency contact information</b></p>	<p>In case of emergency or should you require any other assistance, please contact:</p> <p><b>Country code</b> 20</p> <p><b>International access code</b> 00</p> <p><b>Ambulance</b> 123</p> <p><b>Fire</b> 180</p> <p><b>Tourist police</b> 126</p>

**Event language and interpretation**

The working language of the event is English. Some workshops will be in French and Arabic, as indicated in the workshop programme. Simultaneous translation will be provided in Arabic and French during selected Conference sessions. Presentations and information documents related to the Conference will be in English.

**About the country and city**



Egypt has always known throughout its history as a destination for tourists and travellers since Herodotus' visit in ancient history, as he was astonished by the vast difference between Egypt and his country. Egypt has remained likewise throughout its medieval and modern history. Yet, the discovery of the Pharaohs' monuments added a special charm to it, with its unique religious and cultural antiquities, in

addition to its geographical position in the middle of the world and its mild climate during summer and winter, and its extended coastlines. Hurghada City is the capital of Red Sea Governorate, it is one of the most important scuba-diving tourist destinations around the world.

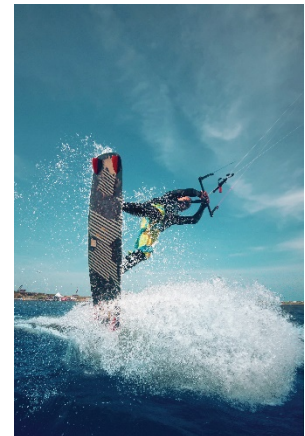
It is located on the western coast of the Red Sea, 500 km south-east of Cairo, and stretches for about 36 kilometres (22 mi) along the seashore. Since the 1980s Hurghada



has grown from a small fishing village to an internationally renowned resort town in the Red Sea Governorate. It became an international center for aquatic sports like windsurfing, sailing, deep-sea fishing, swimming, and above all snorkelling and diving. The unique underwater gardens offshore are some of the finest in the world, justifiably famous amongst divers. Hurghada's warm waters are ideal for many varieties of rare fish and coral reefs, which may also be observed through glass bottom boats

Hurghada is merging the old with the new and boasts some of the finest hotel chains in Villages Road and the tourist districts around it like Sahel Hasheesh, or north of it and El-Gouna in the south. The city is served by the Hurghada International Airport.

Hurghada's climate is subtropical desert, with mild winters and very hot summers. Average temperatures in October range from lows of 21 degrees Celsius (70 Fahrenheit) to highs of 31 degrees Celsius (88 degrees Fahrenheit). It almost never rains. The sea temperature is approximately 26 degrees Celsius (79 degrees Fahrenheit).



Annex 1 – List of Support Embassies for countries without an Egyptian Consulate or Embassy

Countries without Egyptian Consulate/Embassy	Support Embassies for countries without Consulate/Embassy
<b>UNDP Regional Bureau for Africa</b>	
Botswana 2	Embassy of Arab Republic of Egypt in South Africa
Lesotho 2	Embassy of Arab Republic of Egypt in South Africa
Seychelles	Embassy of the Arab Republic of Egypt in Kenya
Comoros	Embassy of Arab Republic of Egypt in Dar Tanzania
Cape Verde	Embassy of Arab Republic of Egypt in Senegal
Central Africa 2	Embassy of Arab Republic of Egypt in Cameroon
Swaziland (Eswatini)	Republic of Mozambique
Guinea Bissau 3	Embassy of Arab Republic of Egypt in Guinea
Sao Tome and Principe	Embassy of Arab Republic of Egypt in Angola
<b>UNDP Regional Bureau for Arab States</b>	
Libya	temporarily closed
Republic of Yemen 3	temporarily closed
Somalia	resident in Nairobi
<b>UNDP Regional Bureau of Asia &amp; Pacific</b>	
Mongolia 3	Embassy-China
East Timor	Embassy-Indonesia
Kingdom of Bhutan	Embassy of Arab Republic of Egypt in India
Fiji	Embassy of Arab Republic of Egypt in Australia
<b>UNDP Regional Bureau for Europe and CIS</b>	
Armenia	Embassy-Georgia
Belarus 1	Embassy-Russia
Tajikistan 1	Embassy-Russia
Turkmenistan	Embassy-Russia
Macedonia	Embassy-Bulgaria
Kosovo	Embassy of Arab Republic of Egypt in Albania
Moldova 3	Embassy-Romania
Kyrgyzstan 3	Embassy of Arab Republic of Egypt in Kazakhstan
Montenegro3	Embassy-Czech Republic
<b>UNDP Regional Bureau for Latin America and the Caribbean</b>	
Barbados	Embassy of Arab Republic of Egypt in Venezuela
Belize	Embassy-Mexico
Costa Rica 1	Embassy-Panama
Nicaragua	Embassy-Panama
Bahamas	Embassy-Cuba
Jamaica 2	Embassy-Cuba
Haiti	Embassy-Cuba

Dominican Republic 7	Embassy-Cuba
Honduras 6	Embassy-El Salvador
Guatemala 1	Embassy-El Salvador
Guyana 2	Embassy-Brasilia
Surinam	Embassy-Brasilia
Paraguay 1	Embassy-Uruguay
Trinidad & Tobago	Embassy-Venezuela