**W O R L D M E T E O R O L O G I C A L O R G A N I Z A T I O N**

**RA II Workshop on Regional WIGOS Centres for West Asia**

***(Jeddah, Saudi Arabia, 30 April –2 May 2019)***

Information Note for Participants

**Dates and Venue**

The Regional Association II (RA II) Workshop on Regional WIGOS Centres for West Asia will be held from 30 April to 2 May 2019 at the headquarters of the Saudi Arabia’s General Authority of Meteorology and Environmental Protection (GAMEP), located at 2749 Alwarood, Jeddah 23225-6861, Kingdom of Saudi Arabia (KSA). The meeting will start at 09h30 on Tuesday 30 April 2019.

**Registration of participants**

Registration for the event will take place at the registration desk in the venue from 09h00-09h30 on 30 April 2019. Participants will receive identification badges at the time of registration.

**Language**

The event will be conducted in English only.

**Entry VISA requirements**

Event host, GAMEP, will assist participants requiring an entry visa to KSA. Kindly complete Visa Support Form and send it to the Local Coordinator, (3) three weeks ahead of the entry date along with a copy of your passport that has a validity of at least 6 months before the date of entry. Participants will be required by their KSA Embassy or Consulate to submit an application with other necessary documents along with a letter of invitation from GAMEP.

**Arrival and Transport Arrangements**

GAMEP will arrange complimentary transport service to participants between the airport, hotels and the venue. A meet and assist facility will be organized for participants upon arrival. Participants are expected to provide Local Coordinator with their travel details at least a few days before arrival to Jeddah.

**Accommodation**

All participants are requested to make their own hotel reservation. Complimentary daily transport to and from the following hotels to GAMEP Headquarters Building will be provided and arranged by GAMEP:

1. Radisson Blu Plaza Hotel Jeddah

(*King Abdullah Road, Al Naseem District, Jeddah, Saudi Arabia*)

<https://www.radissonblu.com/en/plaza-hotel-jeddah>

1. Salsabil By Warwick Hotel

(*King Abdullah Road Al Naseem District, Jeddah, Saudi Arabia*)

<https://warwickhotels.com/salsabil/>

1. Taj alworood Hotel

*(7612 Abdullah Sulaiman Street, Al Worood District, Jeddah, Saudi Arabia )*

http://www.tajalworood.com/en/home/

Participants not staying at the above hotels should please make their own arrangements for transportation. Taxis are the most common means of transportation within Jeddah at affordable prices, we suggest using taxi from their hotel to GAMEP.

**Computer Facilities & Power Supply**

The meeting room will be equipped with Wi-Fi access. Power voltage in KSA is 220 V, frequency 60 Hz, and type G socket type.

Participants are recommended to bring their own laptop PCs/tablets to the Workshop.

**Banking Hours, Currency and Credit Cards**

Many locally incorporated and branches of foreign banks operate in KSA. The working hours for most banks are Sundays through Thursday, between 8 a.m. to 4 p.m (at airports, banks are open 24 hours). Money exchange could be done through banks dealing with foreign exchange, or through Money Exchange Offices which open between 9 a.m. and 10 p.m. Major credit cards are accepted at many hotels, restaurants and shopping outlets. There are numerous automatic teller machines ATMs in KSA that accept international debit cards, and withdraw Saudi Riyal from (ATMs) found at shopping malls and convenience stores.

The official currency of KSA is the Saudi Riyal, SAR. 1 USD =3.75 SAR; 1 EUR = 4.28 SAR; 1 CHF = 3.78.. SAR, all currency quotations are subject to fluctuation.

**Time Zone:**

Saudi Arabia Standard Time (AST) is 3 hours ahead of Co-ordinated Universal Time (UTC+3)

**Local climate**

Climate data for the period of the session in Jeddah are listed below:

|  |  |
| --- | --- |
| Mean temperature | 29.0 °C |
| Mean maximum temperature | 36.0 °C |
| Mean minimum temperature | 23.0 °C |
| Mean precipitation | 2.4 mm |
| Mean daily sunshine duration | 11 hours |

**WMO Focal Point**

Mr Luis Nunes

WIGOS Scientific Officer

WIGOS Project Office, WMO Secretariat, Geneva

E-mail: [lfnunes@wmo.int](mailto:lfnunes@wmo.int)

Tel.: +41 22 730 8138

Fax: +41 22 730 8021

**Local Coordinator**

Ms Maha Zedan

GAMEP, Jeddah, Saudi Arabia

E-mail: [mzedan@pme.gov.sa](mailto:mzedan@pme.gov.sa)

Tel.: + 966 55 356 1712

Fax: + 966 12 651 1424