

Date and location

The 62nd session of the Regional Committee for the Eastern Mediterranean is scheduled to take place in the Sheraton Kuwait Hotel, Kuwait City, Kuwait, from Monday 5 October to Thursday 8 October 2015, inclusive.

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On 5 October 2015, at 09.00, the pre-RC technical meetings will take place in the Diamond Ballroom, followed by the inaugural session of the Regional Committee, in the same hall, at 19:00.

Registration for participation

Click to access the [information bulletin](#) , including the registration form (Annex A) for participation in the 62nd session of the Regional Committee. Each participant should complete the form and return it to the WHO Secretariat not later than 31 August 2015.

Membership and attendance

The Regional Committee shall consist of representatives one each from the Member States forming the Eastern Mediterranean Region of the World Health Organization. The representatives may be accompanied by alternates and advisers (Rule 1 of the Rules of Procedure).

The Regional Director, in consultation with the Regional Committee, may invite States not members of the Committee to participate without vote in the sessions of the Committee. The Regional Director, in consultation with the Regional Committee, may also invite nongovernmental organizations to participate in the deliberations of the Committee (Rule 2 of the Rules of Procedure).

Credentials

The Member States shall communicate to the Regional Director, not less than 15 days before the date fixed for the opening of the session of the Committee, the name of their representatives, including all alternates and advisers. Similarly organizations and States invited to be represented at the session shall communicate the names of the persons by whom they will be represented. The credentials of representatives and names of alternates, advisers and observers shall be submitted to the Regional Director if possible not less than two days before the opening of the session of the Regional Committee. Such credentials shall be issued by the Head of State, the Minister of Foreign Affairs, the Minister of Health or any other appropriate authority (Rule 3 of the Rules of Procedure).

Working languages

The working languages of the Committee are Arabic, English and French. Statements made in any of these languages will be interpreted simultaneously into the other two languages.

Agenda and other documents

The Provisional Agenda for this Regional Committee (Document EM/RC62/1) is attached as Annex B. Further official documentation of the session will be available in Arabic, English and French on the home page of the session (<http://www.emro.who.int/rc62>) from early September 2015. Documents will not be dispatched by post. Furthermore, participants are kindly requested to bring all documents to the session, as only a limited number of hard copies will be available.

Submissions by delegations

It would be appreciated if delegations wishing to propose draft resolutions to be distributed to the Regional Committee could hand them in to the Secretariat at least 2 days before the proposal is discussed, to allow time for translation, reproduction in the working languages and circulation to delegations.

Travel arrangements

Delegates/participants should make their own travel arrangements for both outward and return journeys. It is important to mention that WHO/EMRO has made a deal with Star Alliance member airlines, to offer a single meeting agreement to corporate customers, which includes a discount on the published international fares for RC62 travellers.

Discounts on Business Class are as follows:

For C and J class: 20% discount
For other business classes: 10%

Discounts on Economy Class are as follows:

For Y and B class: 15% discount
For K, M, H, Q classes: 10%

To benefit from above discounts, travellers should book through the WHO travel agent (EXCEL Travel):

Email excel-travel@eg.hrgworldwide.com
Contact Person: Ms Caroline Kamal/Manager
Mobile: +20122 366 1441

Settlement of ticket price will be through credit card.

Travellers are strongly advised to have their return flights confirmed before departing for Kuwait, as onward reservations and deviations may be difficult to obtain at short notice. The Secretariat will provide assistance with travel arrangements during the session, if needed.

Arrival in Kuwait

Upon arrival at Kuwait International Airport, transport to the hotel will be made available, provided participants have supplied their travel details on time. In order to facilitate the process, please return Annex A, completed with flight details and transportation requirements.

The journey time by car from the airport to the hotel is around 20 minutes.

Entry visa to Kuwait Representatives and other participants should obtain a visa for Kuwait prior to departure from their home countries. For this reason, the Regional Office in Cairo has made arrangement with the Ministry of Health in Kuwait to provide all participants with an “entry visa certificate”. To benefit from this arrangement, representatives and participants are requested to provide the Regional Office in Cairo with a clear copy of national passport, before the strict deadline of 31 August 2015.

Privileges and immunities

All Members officially attending the Regional Committee in Kuwait, as well as their alternates and advisers, will enjoy the privileges and immunities granted to Representatives at meetings convened by UN specialized agencies, which are set out in the Convention on the Privileges and Immunities of the Specialized Agencies.

Health requirements on arrival/departure

According to the WHO International Travel and Health Requirements, the Government of Kuwait does not require any vaccination certificates from international travellers except for those coming from yellow fever-infected areas. However, also check with the travel agent or airline concerned regarding any recent developments in health requirements.

Insurance

The Secretariat cannot accept liability for personal accidents or loss of or damage to the private property of participants and accompanying persons, either during or indirectly arising from attendance at the sixty-second session of the Regional Committee for the Eastern Mediterranean. Participants should make their own arrangements with respect to health and travel insurance.

Accommodation

Hotel accommodation has been arranged at Sheraton Kuwait Hotel and at Four Points Hotel (managed by Sheraton Kuwait).

Hotel rates are included in the booking request.

Participants should complete the form and return it to the WHO Secretariat not later than 31 August 2015.

Hotel bookings will be arranged as and when requests are received and participants will be advised by return about action taken. It is important that requests for hotel accommodation are complete, with the exact duration of stay and number of room bookings to be made, as well as whether each room or suite should be for single or double occupancy.

Please note that the WHO Regional Office for the Eastern Mediterranean cannot guarantee accommodation and rates for requests received after 31 August 2015.

Transportation

Transport will be provided on arrival and departure and for any official functions which are held away from the hotel, noting that transportation will only be made available to and from the venue of the 62nd Regional Committee, namely the Sheraton Kuwait Hotel (and the Four Points Hotel).

Banking facilities

The current exchange rate is KWD 0.303 to US\$ 1 which is subject to change should there be a revision in rates. Foreign currency can be exchanged at the hotel or at any bank in Kuwait or authorized dealers. The hotel bank is open 24 hours. Major credit cards are accepted in most establishments.

Climate

In October the weather is expected to be hot during the day and warm in the evening. Temperatures during this time of the year range between a maximum of 32°C and a minimum of 20°C.

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