INSARAG TEAM LEADERS MEETING

Doha, QATAR

9th - 11th March 2022

- PARTICIPANTS INFORMATION PACKAGE -
This information package covers the following:

1. Date and Venue
2. Draft Agenda
3. Registration
4. Accommodation
5. Points of Contact
6. Arrival and Departures
7. Daily meals/dress code
8. General information about Qatar

1. Date and Venue

Qatar International Search & Rescue Group (QISARG) will host the INSARAG Team Leaders Meeting 2022 in collaboration with the Office for the Coordination of Humanitarian Affairs (OCHA) in its capacity as the INSARAG Secretariat.

   1. Experienced USAR practitioners as well as USAR Team Leaders from Countries and Organisations working on Urban Search and Rescue (USAR) are welcome to participate.

INSARAG Team Leaders Meeting will take place in Doha, Qatar from the 9th – 11th March 2022 at the JW Marriot Marquis City Centre Doha Hotel.

   The official language for the meeting is English and simultaneous translation will be available in Arabic, French and Spanish.

2. Draft Agenda

Please find below a draft schedule of the activity, which may be subject to change:

<table>
<thead>
<tr>
<th>Draft Agenda</th>
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<tbody>
<tr>
<td>Monday 7/3</td>
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<tr>
<td>Arrival of TL participants to allow time for PCR Test results</td>
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<tr>
<td>Tuesday 8/3</td>
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<td>19:00 Welcome reception (informal)</td>
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<tr>
<td>Wednesday 9/3</td>
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<tr>
<td>08:00 – 09:00 Team Leader Meeting Participants registration</td>
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<tr>
<td>09:00 – 18:00 TL’s Meeting (Day 1)</td>
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<td>Official Dinner (tbc)</td>
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<td>Thursday 10/3</td>
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<td>09:00 – 18:00 TL’s Meeting (Day 2)</td>
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<td>Friday 11/3</td>
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<tr>
<td>08:00 – 11:00 TL’s Meeting (day 3)</td>
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<td>12:00 – Departure of participants</td>
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</table>
USAR Team Leaders are welcome to suggest topics that they wish to discuss, and/or include in the meeting agenda for consideration by February 1st to insarag@un.org

Meeting Format:

Face to Face: In-person meeting  
Hybrid: Link will be shared to participants

3. Registration

The registration of participants is done through the Virtual OSOCC platform of the United Nations and must be completed before February 1st 2022.

Link: https://vosocc.unocha.org/Reg/7423_TeamLeadersMeetingQatar2022.html

Participants are kindly requested to register their arrival and departure details in the Virtual OSOCC.

Note: Participants are responsible for all costs incurred during their stay.

Covid Restrictions:
Participants are responsible to check the travel and return policy from the Ministry of Public Health https://covid19.moph.gov.qa/EN/travel-and-return-policy/Pages/default.aspx before planning to travel to Qatar.

Note: The Covid-19 arrangements and requirements at that time are at the full expense of the individual participant and their supporting organisation. Only the PCR test is at the expense of QISARG.

4. Accommodation

Participants are invited to make their own reservation by contacting the recommended hotels directly by 7th February and to reserve using a credit card.

There is a preferential room rate at JW Marriot Marquis City Centre Doha Hotel (Rate 165US$/night standard single room or 191US$/night twin room) and Marriott Marquis Doha (Rate 135US$/night standard single room) as meeting package. The preferential room rates will be available until February 7th 2022 a reservation code will be shared in due time.

Hotel Address:

JW Marriott Marquis City Center Doha Hotel
Conference Centre Street, West Bay Doha, Qatar
Phone: +974 4429 5000

Marriott Marquis City Center Doha Hotel
Omar Al Mukhtar Street, Area 61, Street #850, Doha
Phone: +974 4419 5000

The meeting is in **JW Marriot Marquis City Center Doha Hotel**, Meetings & Conference rooms. Marriott Marquis City Centre Doha Hotel is a 5-minute walk from the meeting venue.

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5. Points of Contact

For general enquiries, please contact the following contact persons:

- Mr Fahad Al Hajri, e-mail: Qatar_TLWG@Lekhwiya.gov.qa
- Mr Roswadi Kamis, e-mail: rkamis@lekhwiya.gov.qa phone +974 33101418
- Ms. Marie Mure, INSARAG Secretariat, e-mail: insarag@un.org phone +41 22 917 34 84

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6. Arrival and departure

Participants to the Team Leaders meeting are advised to arrive on **March 7th 2022** to allow PCR tests results.

Participants to schedule their departure on **March 11th 2022** after the closing remarks session ending at 1500hrs.

**Airport pick-up**

An airport transfer is provided from **Hamad International Airport (HIA) Doha**, to and back from the **JW Marriot Marquis Hotel**.

Upon arrival, when leaving the luggage area at **Hamad International Airport (HIA) Doha**, please go through the doors and look for a counter with an “INSARAG” signage. However, if you could not locate the counter, you may contact by phone +974 5055 5849 for assistance.

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7. Meals

Daily coffee breaks and lunch will be provided throughout the official program.

A welcome reception will be organize on the evening of **Tuesday 8th 2022 at 1930 hrs** and the official dinner on the evening of **Wednesday 9th March 2022**.

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8. Dress code
Men: Smart casual – Polo Shirt and pants
Ladies: Modest clothing covering the shoulder and skirt/pants below the knee
You may wear a suit and tie (men) or a dress/business suit (women), official Uniform, national dress/suit for the official dinner.

9. Exhibitors

The space for exhibitors at the meeting will be limited, for further information contact the following:
- Mr Fahad Al Hajri, e-mail: Qatar_TLWG@lekhwiya.gov.qa
- Mr Roswadi Kamis, e-mail: rkamis@lekhwiya.gov.qa phone +974 33101418

10. General information about Qatar

(a) Visa Requirements

Participants are responsible to obtain their own visa.

A valid Passport is a requirement to enter Qatar. The participants are responsible for obtaining their visas to enter the country in case it is required for their country of origin.

Check visa requirements at the Qatar consulate/embassy in your country or at the website https://www.visitqatar.qa/en/plan-your-trip/visas Official invitation letter will be sent one week after the cut-off date for the registration in the VOSOCC.

(b) General information about Qatar

Please visit https://www.visitqatar.qa/en/home

In response to COVID-19 pandemic, Ministry of Public Health have issued a travel and return policy. Depending on the itinerary, you have to sign an Undertaking and Acknowledgement form, show proof of a negative test and/or go into quarantine. Annex A

- Due to the uncertain situation regarding the pandemic, changes and updates in the policy are possible. Therefore, please check the advisory notice:

- All pre and post COVID-tests, quarantine and health issues are to be borne by the participant and/or their sponsoring organizations.

- All logistical, health and hygiene issues that could be impacted by COVID-19, upon arrival to the point of departure, be managed by the hosting organization for the meeting.

Participants must ensure that they have adequate health insurance to cover any accident or illness during their stay.
(c) **Language**
The official language of Qatar is Arabic. Spoken language English, French, Tagalog, Urdu

(d) **Time zones:**
UTC +3

(e) **Communications**
The country dialing code is: +974

Telephone and internet operator (sim card)
- Ooredoo
- Vodafone

Internet connectivity - available throughout the hotel and meeting venues.

(f) **Emergency Numbers**
Police/Ambulance/Fire Service: **999**
- Arabic, English, French, Tagalog and Urdu

(g) **Smoking**
Hotel rooms and the entire hotel’s public spaces (restaurants, bar areas, conference rooms) are non-smoking.

(h) **Weights and measure system**
Qatar uses the metric system.

(i) **Electricity**
Electricity supply is 220 V at 50 Hz. Plugs are Type G (please see in the pictures below):
(j) Weather

<table>
<thead>
<tr>
<th>March / Doha</th>
<th>Av. Max. Temp. 28 C°</th>
<th>Av. Min. Temp. 22 C°</th>
</tr>
</thead>
</table>

(k) Currency

The currency is Qatari Riyal (QR).
All major credit cards are accepted in hotels, supermarkets and most shops.

(l) Exchange rates (as of Dec 2021)

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<tr>
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<tbody>
<tr>
<td>1 Euro (EUR)</td>
<td>4.1 QR</td>
</tr>
<tr>
<td>1 United States Dollar (USD)</td>
<td>3.65 QR</td>
</tr>
<tr>
<td>1 British Pound (GBP)</td>
<td>4.85 QR</td>
</tr>
<tr>
<td>1 Swiss Franc (CHF)</td>
<td>3.94 QR</td>
</tr>
<tr>
<td>1 Japanese Yen (JPY)</td>
<td>2.66 QR</td>
</tr>
</tbody>
</table>

(l) Driving

Most international driver’s licenses are accepted. The traffic is right-handed.

Drafted by QISARG 28th Dec 2021
Annex A: Covid Advisory