



ICAO

UNITING AVIATION

MID OFFICE BULLETIN

INFORMATION FOR PARTICIPANTS

Information and Arrangements For ICAO MID Regional Office Participants

 ICAO CAIRO

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Working Hours

- The working hours of the ICAO Middle East Regional Office are **07:30-14:30** from Sunday to Thursday.
- Kindly visit the ICAO MID Regional Office website (<http://www2010.icao.int/MID/>) for the official public holidays.



Language & Schedule

- The events are generally conducted in English, unless specified in the invitation letter.
- The events schedule and timings are published in the order of business /work programme.



Registration & Identification Badges

- On the opening day of the event, participants are requested to register at the Registration Desk located at the entrance of the Meeting Hall, as indicated in the order of business / work programme.
- Participants are also requested to wear the identification badge, all the time while in the event.



Accessing the Internet

Wireless internet connection (Wi-Fi) is available in all the building, don't hesitate asking for help at any time.



Mobile Phones

Participants are requested to switch their phones to the silent mode during the event time.



Smoking

Smoking is not allowed in the ICAO MID Regional Office building. Participants wishing to smoke are invited to the open area in front of the building entrance.



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ICAO Boutique

ICAO memorable gifts and souvenirs are available at the ICAO boutique. Kindly ask for assistance.



Online Store

ICAO products and services including publications, ICAO Data+, training courses, as well as meeting, exhibition and sponsorship opportunities, are conveniently browse able online at: www.icao.int/store



*Events could be meetings, seminars or workshops

MID Regional Office

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