

ADVANCED TRAININGS ON HUMANITARIAN LAW AND POLICY

22nd February - 1st March, 2008
Amman, Jordan

LOGISTICS INFORMATION

HPCR INTERNATIONAL CONTACT

For questions or concerns, please contact Eileen Tufay, HPCR International Project Coordinator, at +32 (0)2 790 88 40 or by email at ihlseminar@hpcr.org.

MEETING VENUE

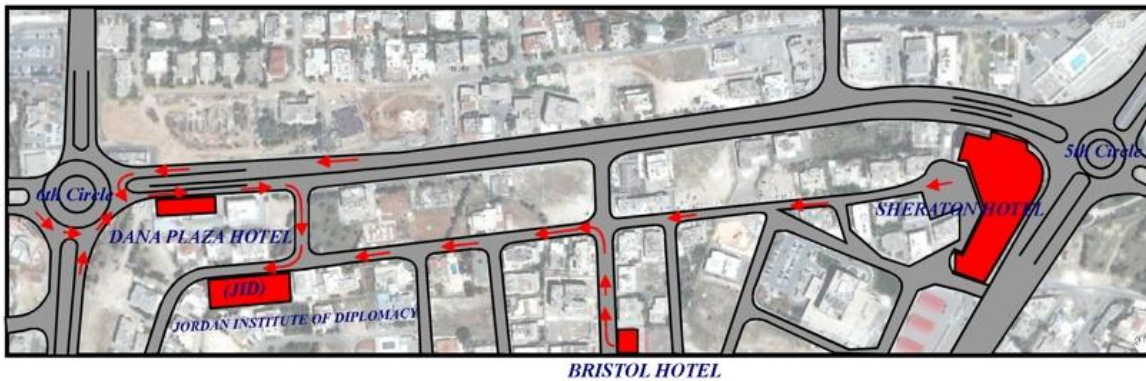
The Advanced Trainings on Humanitarian Law and Policy will take place within the premises of the **Jordan Institute of Diplomacy (JID)**, at the following address:

Sixth Circle, P.O. Box 850746,
Amman 11185, Jordan

Tel.: +962 6 593 44 00
Fax: +962 6 593 44 08

خارطة موقع المعهد الدبلوماسي الأردني

Jordan Institute of Diplomacy Location Map



ACCOMMODATIONS

The course fee does not cover accommodation during the Advanced Trainings. Participants are responsible for arranging their own accommodation and have the option to book a room at the following location where HPCR International and the JID have reserved a limited number of rooms at a preferential rate:

BRISTOL HOTEL (5 MINUTES WALKING DISTANCE FROM THE JID)

Fifth Circle, P.O. Box 142509
Amman 11844 (located on map above)
Tel.: +962 6 592 34 00
Fax: +962 6 592 37 25

Rates:

- 98 JOD per night for a Standard room at Single occupancy, breakfast and government & service taxes included
- 113 JOD per night for a Standard room at Double occupancy, breakfast and government & service taxes included

Rooms at the Bristol Hotel have been blocked from 21st February to 2nd March 2009. **Reservations at the Bristol hotel need to be made through HPCR International**, by contacting Eileen Tufay (contact details as specified above). Reservations must be guaranteed with a credit card.

Amenities and facilities at the Bristol Hotel include:

- √ Non-smoking rooms
- √ Outdoor Pool
- √ In-Room and Common Area wireless Internet access
- √ Air-conditioning
- √ Health Club (Jacuzzi, Sauna, Steam)

The old centre of Amman city is 10 minutes drive from the Bristol Hotel. You will receive a map of Amman in the welcome folder that will be provided during registration at the training venue.

You are also welcome to reserve accommodations other than at the Bristol Hotel. To assist you in your travel arrangements, you may refer to the following list of hotels located close to the training venue:

High-End Hotels

FOUR SEASONS HOTEL AMMAN

Al-Kindi Street, 5th Circle, Jabal Amman, Amman 11181
Tel.: +962 6 550 55 55
Fax: +962 6 550 55 56
www.fourseasons.com/amman

SHERATON AMMAN AL NABIL HOTEL & TOWERS

5th Circle, P.O. Box 840064, Amman, 11184 (located on map above)
Tel.: +962 6 593 4111
Fax: +962 6 593 4222
www.starwoodhotels.com

CROWNE PLAZA AMMAN

King Faisal Bin Abdul Azia, P.O. Box 950555, Amman 11195 (located on map below)
Tel.: +962 6 551 00 01
Fax: +962 6 551 00 03
www.amman.crowneplaza.com

Mid-Level Hotels

GENEVA HOTEL (TRANSPORTATION NEEDED TO GET TO THE JID)

Abdullah Ghosha Street, P.O. Box: 851262, Amman, 11185

Tel: (962)585 81 00

Fax: (962)585 81 11

www.genevahotel-amman.com

DAYS INN HOTEL (TRANSPORTATION NEEDED TO GET TO THE JID)

AL Rabieh, omar abdel aziz st. P.O. Box 950599 Amman, 11195

Tel: (962)551 90 11

Fax: (962)551 70 77

Email: info@daysinn.com.jo

www.dayinn.com.jo

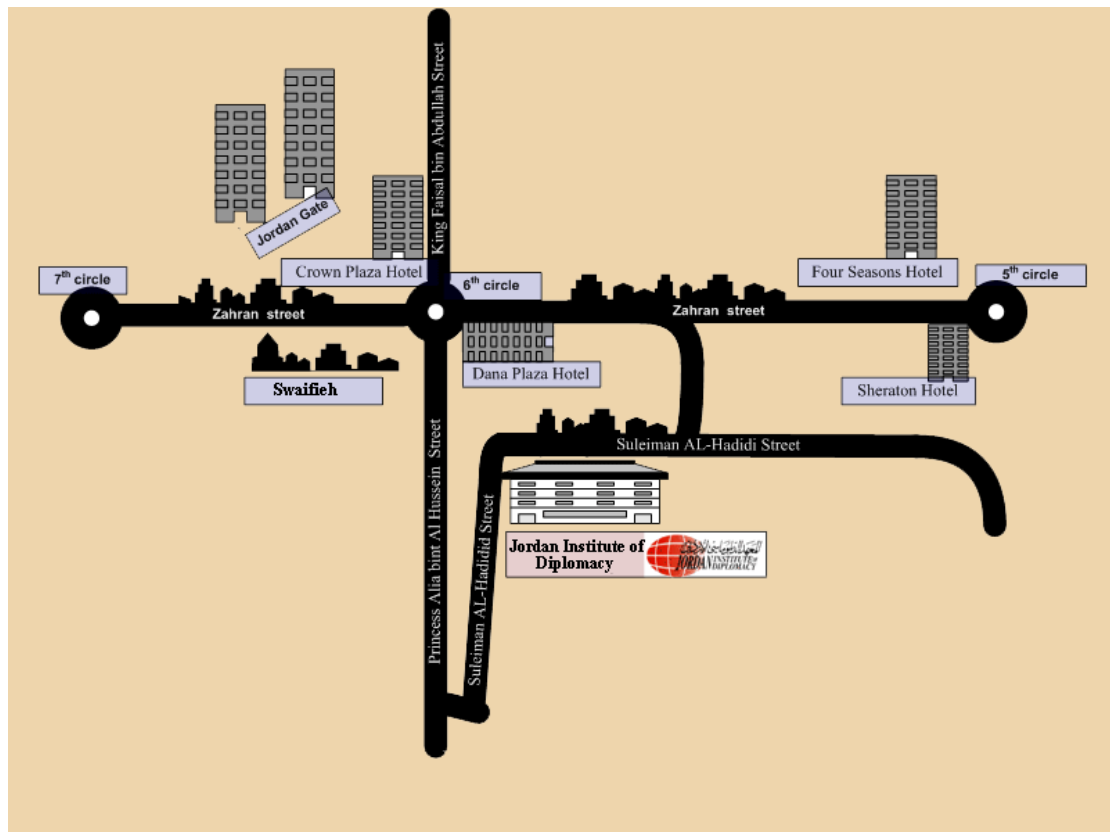
AL LIWAN HOTEL (10 MINUTES WALKING DISTANCE FROM THE JID)

Sweifieh, princess Taghreed Mohammed Street P.O. Box 851851 Amman 11185

Tel: (962)585 81 25

Fax: (962)585 86 20

Map locating some of the hotels listed



TRAVEL INFORMATION

Please be informed that transportation to and from the training venue is to be arranged by the participant and is not included in the training fees.

From Amman Queen Alia International Airport to meeting venue and surroundings (35km or 27.1miles):

By taxi

Depending on traffic, taxis take 30 to 40 minutes from the airport to the meeting venue or hotel in the same area, and cost approximately 20-30 JOD.

By car

If driving, please be advised that parking spaces are available next to the Jordan Institute of Diplomacy.

COURSE FEES

The cost of the Core training is 900€ per participant, and 600€ for each Thematic Workshop. These fees cover all meals provided during the trainings as well as tuition and course materials.

Please be reminded that the course fees do not include accommodation (see accommodation details above) or travel expenses. Payment of the course fee balance must be received no later than 21 days prior to the start of the course (i.e. 1st February 2009) otherwise your spot may be forfeited to applicants on our waiting list. For additional payment information, please refer to your acceptance letter or visit our website at www.hpcr.org/profdev/costs.php.

CANCELLATION POLICY

In case of cancellation prior to the payment deadline (1st February 2009), applicants may opt to participate in an alternative training session at a later date (availability permitting) or to receive a refund of their course fee, minus the non-refundable 100€ deposit. No refund will be provided should a cancellation be made less than 21 days prior to the start of the training for which s/he is registered.

OTHER INFORMATION

Internet & Computer Access

Please note that the course room at the Institute does not provide wireless Internet access. However, several computers with Internet access will be available in the computer lab of the Institute, where you may also plug in your own laptop computer.

Schedule

Please refer to the general schedule on the last page of this document. You may note that no events have been arranged on some evenings, thus enabling participants to explore the city of Amman. There is a wide range of dining and entertainment options in the local area, including several restaurants and cafés.

Climate

The climate in Amman at the end of February is relatively cold. Average high temperature is approximately 14°C and the average low is 5°C, with occasional rain showers. We advise packing a sweater and a warm jacket to ensure your comfort for cooler evenings.

Attire

Casual dress is appropriate for all seminar activities. However, more formal attire (no jeans or T-shirt) is recommended for the dinners.

DRAFT GENERAL SCHEDULE

ADVANCED TRAININGS ON HUMANITARIAN LAW AND POLICY

22nd February – 1st March, 2009

Core Training

Sunday, February 22

8:15 – 8:50 Registration
9:00 – 17:00 Sessions Day One
18:30 – 21:00 Opening Dinner – To be confirmed

Monday, February 23

8:30 – 8:50 Arrival of participants
9:00 – 17:00 Sessions Day Two
19:00 – 21:00 Film Screening (light dinner will be served)

Tuesday, February 24

8:30 – 8:50 Arrival of participants
9:00 – 17:15 Sessions Day Three

Thematic Workshop on Occupation and Peacebuilding

Wednesday, February 25

8:15 – 8:50 Registration
9:00 – 16:45 Sessions Day Four
17:30 – 19:30 Film Screening (light dinner will be served)

Thursday, February 26

8:15 – 8:50 Arrival of participants
9:00 – 17:00 Sessions Day Five

Thematic Workshop on Islamic Law and Protection of Civilians

Saturday, February 28

8:15 – 8:50 Registration
9:00 – 17:15 Sessions Day Six
18:00 – 19:30 Dinner – To be confirmed

Sunday, March 1

8:15 – 8:50 a.m. Arrival of participants
9:00 – 17:00 Sessions Day Seven