



UNCTAD XIII

United Nations Conference on Trade and Development

Doha, 21-26 April 2012

Development-Centered Globalization:
Towards Inclusive and Sustainable Growth and Development

Delegates' Handbook

(This handbook is available and will be constantly updated on the following website: www.unctad13.qa)

Basic Necessary Information for Participants

Dear Participants

Welcome to the United Nations Conference for Trade and Development (UNCTAD) in Doha.

There are necessary precautions that we would like to bring to your attention. Our objective is to make your trip to Doha easy, comfortable and fruitful. Please consider the major following steps that you need to complete to avoid any inconveniences such as:

A. Before Departure

- 1. Please make sure that you have checked the visa requirement, and obtained a valid visa for entry to Doha.*
- 2. Please make sure that you have your Health Insurance Documents with you.*
- 3. Please make sure that you check the website of the conference and the detailed list of participants to know the name of the hotel you should be heading to in Doha upon arrival and the shuttle number for transportation to the hotel.*
- 4. Please make sure to get the information about the terminal you should follow upon arrival in the airport to reach the help desk.*
- 5. Please make sure you fix stickers bearing your name and address on your luggage.*

B. Upon Arrival at Doha International Airport

- 1. Please make sure you follow the right route to the appropriate terminal of arrivals assigned to you on the website which would help you to reach the help desk.*
- 2. At the help desk, the concerned officials will direct you to the appropriate shuttle that would take you to your hotel.*

C. After Reaching Your Hotel

- 1. After reaching your hotel please make sure to check the website and obtain:*
 - Necessary telephone numbers especially the emergency contact numbers*
 - Maps bearing the location of the events (Conferences Centre, including other venues such as the Media Centre, Health emergency Centre...)*
- 2. In case of any emergency, please check the emergency contact numbers provided in the booklet or brochures that will have been provided.*

Members of our Hospitality and as well members of the Committees are always available and at your disposal to offer Help and Assistance.

We wish you an enjoyable and comfortable stay in Doha, and a successful meeting

Qatar: General Information

Topographical Features

The terrain is flat and rocky with some low-rising limestone outcrops in the Dukhan area in the west and Jabal Fiwairit in the north. It is characterized by a variety of geographical phenomena including many caves, inlets, depressions and surface rainwater-draining basins known as riyadh (the gardens), located mainly in the north and central part of the peninsula. These areas have the most fertile soil and are rich in vegetation

Land Area

The total land area of Qatar is approximately 11,521 square kilometers

Population:

The population of Qatar amounts to 1,500,000 inhabitants (2009 population census).

Official Language

Arabic is the official language in Qatar, and English is widely spoken.

Religion

Islam is the official religion of the country, and the Shariah (Islamic Law) is the main source of its legislation

Climate

Qatar has a moderate desert climate with long hot summer and short mild winters with some rain. Summer temperatures can rise to 48°C and winter temperatures can vary between 7 °C and 24 °C. The best months to enjoy Qatar's pleasant weather are between October and May. In April, temperatures can range between 21 °C and 32 °C.

Major Towns

Doha (Capital) , Al Wakrah, Al Khor, Dukhan, Al Shamal, Mesaieed, Ras Lafan

Currency Exchange and Banking

The official currency is the Qatari Riyal (QR), which is divided into 100 Dirhams. The exchange parity has been set at a fixed rate of US\$1 = QR3.64. Notes in circulation are QR1, QR5, QR10, QR50, QR100 and QR500. Most major international Credit cards such as Visa, MasterCard and American Express are widely accepted.

Qatar has more than 100 bank branches and there are hundreds of ATMs across the country. Most Visitors to Qatar can access funds from their home accounts by using their ATM cards at these machines. Bank working hours: 7:30 am – 1:30 pm, Sunday to Thursday, with some branches that open all day at some shopping centers such as (The City Centre, The Mall, Airport

Public Holidays

National Day: 18 December.

Eid Al-Fitr Holiday: Starts from the 28th of Ramadan until the 4th of Shawwal .

Eid Al- Adha Holiday: starts at 9th of Zilhijjah until the 13th of Zilhijjah

Government Official Working Hours

Government offices: 7 am to 2 pm.

Private establishments: 8 am to 12 noon, and 4 pm to 8 pm.

Friday and Saturday are the weekend holidays. Shop hours vary, but are generally 8h30 to 12h30 and 16h00 to 21h00. Shopping malls tend to be open all day from 9h00 to 23h00. Malls are open from 16h00 to 23h00 on Fridays.

Local Time

3 hours + Greenwich Mean Time.

Electricity & Internet

Electricity voltage frequency is 220-240v with a frequency of 50 Hertz. British standard plugs are utilized. Most hotels offer internet connections. You can also access Qtel Hotspots at selected locations with pre-paid Hotspot cards. Locations include Souq Waqif, various hotels, cafes and the Diplomatic Club. Access cards valid for one year can be purchased at Hotspot locations and cost from QR30, QR50 or QR70. Free wireless internet (iParks) access is offered at many coffee shops and public parks, including Doha's Sheraton Park, Al Rumaila Park and Dahl Al Hamam Park.

Telecommunication

To call another country from Qatar: Dial 00 followed by the country code and the telephone number. To call Qatar from overseas: Dial +974 (the code for Qatar) and then the telephone number (8 digits). Using your mobile in Qatar: GSM technology. Qtel and Vodafone offer flexible package options. Simply show a copy of your passport and complete the registration form

Customs Regulations

The import of alcohol or pork in any form is strictly forbidden. Alcohol can be purchased by departing travellers only.

Luggage and personal gifts exempted for travellers

A. Personal gifts:

Personal luggage and gifts (in non-commercial quantities) received by the passengers not exceeding a value of 3,000 Qatari Riyals shall be exempt from customs duties. Passengers are also allowed up to (400) four hundred cigarettes duty free.

B. Electrical appliances and tools

Camera & Camera video, photography and mobile device used and received for personal use which are accompanied by coming to the state are exempt from customs duties.

Personal computers and laptops are also allowed

Prohibition and Restriction

A. The traveller should declare to the customs office, items which enter the state other than those in his possession in his baggage. Articles subject to customs duties and other fees, or subject to prohibition and restrictions contained in the Customs Law or legislation of the State should be dealt with according to the law.

B. Travellers shall not bring to Qatar any of the following prohibited items: Indecent material suffice forms (books/magazines/movies/floppy disks or solid and the like). Drugs of all types and brands – Weapons, ammunition and explosives of all kinds – Radioactive equipment and materials – Alcoholic beverages

Hospitals & Medical services

A wide range of Medical facilities in Qatar is available to both residents and visitors. Visitors need to pay for treatment at government hospitals, primary healthcare centers and private hospitals or must have adequate health insurance to cover the hospital fees. In case of emergencies at the UNCTAD XIII venue, a first aid professional will be available at all times.

Political System overview

Head of State: H Sheikh Hamad bin Khalifa Al-Thani since 1995.

Head of Government: Prime Minister Sheikh Hamad bin Jassem Bin Jabur Al-Thani since 2007.

The political system of Qatar is monarchy, with the Emir of Qatar as head of state and head of government. Under the 2003 constitutional referendum, it should become a constitutional monarchy. In November 2011, H.H. Emir Hamad bin Khalifa Al Thani announced the first legislative election to take place in 2013.

“The people are the source of power, and they shall exercise the same in accordance with the provisions of the constitution. The system of government is based on the separation and collaboration of powers. The legislative authority is vested in the Advisory Council, while the executive authority shall be vested in the Emir assisted by the Council of Ministers as specified by the constitution. The judicial authority shall be vested in courts of law; and court judgments shall be pronounced in the name of the Emir.”

The Council of Ministers, the supreme executive authority in the country, is mandated to monitor all the internal and external affairs within its jurisdiction in accordance with the provisions of the law and the constitution. Politically, Qatar is evolving from a traditional society into a modern welfare state.

Bridging International Relations

Qatar endeavors to establish relations of solid cooperation with all peace-loving peoples and nations in the context of mutual respect and common interest to promote and serve international peace and security. It generously provides assistance and financial help to numerous developing countries around the world, and participates in various regional and international development funds to serve international cooperation at the broadest possible level. Sharing natural resources and knowledge with the world has allowed the State of Qatar to become a major player on the global political stage.

Active member of Regional & international organizations

After declaring independence in 1971, Qatar joined the Arab League and the United Nations. It was a driving force in the formation of the Gulf Cooperation Council (GCC), grouping Qatar with Bahrain, Kuwait, Oman, Saudi Arabia and the United Arab Emirates.

Qatar has chaired the Organization of Islamic Conference and served as a non-permanent member on the UN Security Council. In 2004, it assumed the chairmanship of the Group of 77 and China. Qatar is a member of various Gulf, Arab, Islamic and International Organizations.

Economic Overview

Qatar is one of the world's most dynamic and fastest-growing economies, almost tripling in size from 2005 to achieve a nominal GDP of approximately US\$121bn in 2010. The IMF has reported that the Qatari economy grew by 16.3% in real terms in 2010 and reached a nominal GDP figure of US\$129.5bn for the year, while the IMF forecasts that the economy will grow a further 20.0% in real terms in 2011 to reach a nominal GDP figure of US\$194.3bn. Qatar was also the world's wealthiest nation in terms of per capita GDP in 2010 (source: IMF World Economic Outlook April 2011).

This growth is being delivered through the implementation of Qatar's National Vision for 2030. The government is committed to creating a dynamic and broad-based economy by increasing economic diversification through the re-investment of Qatar's significant energy wealth.

In 2011 the Emir of Qatar raised the country's production of liquefied natural gas to 77 million tons per year making it the leading producer in the world and launched some ten major oil and gas, aluminium and power generation projects for a total cost of more than 65 billion riyals (17.8 billion dollars)

Emphasizing the strategic directions of the national development of Qatar, the Private Sector and the services sector were the main engines of the economy after 2011. These growing sectors include: transport and communications, business and financial services, and the activities associated with the World Cup 2022, which will provide new opportunities in the tourism sector and in other areas as well. It is expected that, the new airport will become an active center for air transportation. However, the amendments to the law of foreign direct investment made in early 2010 - which allow 100% foreign ownership of projects and companies in the sectors-related services - may contribute to the growth of the service sector, thus standing to increase its contribution to GDP to 40% by 2016 compared with 36% in 2009.

With a long-term sovereign rating of AA and a stable outlook, Qatar is the highest-rated GCC state by Standard & Poor's, enjoying a rating on a par with Japan (source: S&P Sovereign Risk Indicators 24 December 2010).

Looking at the State of Qatar in terms of its role in the World Economy and Trade Activities, it was ranked 8th in the World Competitiveness Scoreboard report for 2010 (source: IMD World Competitiveness Yearbook 2011).

Furthermore, in the 2010 World Investment Report issued by the United Nations Conference on Trade & Development (UNCTAD), the country was commended for attracting foreign direct investment flows in 2009, which declined in all other countries except Qatar, despite the global economic and financial crisis.

VISA Information

Visa requirements for entering the State of Qatar vary greatly between nationalities and you are advised to check regulations with your local visa office before travelling.

Currently, every nationality entering the State of Qatar requires a visa. Only citizens of Bahrain, the United Arab Emirates, Kuwait, the Sultanate of Oman, Saudi Arabia and residents of the Gulf Cooperation Council of Arab States who are businessmen, physicians, engineers and other professionals do not require a visa.

The State of Qatar issues a two-week Tourist Visa on arrival for Nationals of the following 33 countries: (Delegates and Participants are responsible for ensuring that all their travel documents are in order prior to departure for Qatar.)

 Andorra	 Luxembourg
 Australia	 Malaysia
 Austria	 Monaco
 Belgium	 New Zealand
 Brunei	 Netherlands
 Canada	 Norway
 Denmark	 Portugal
 Finland	 San Marino
 France	 Singapore
 Germany	 South Korea
 Greece	 Spain
 Hong Kong (China)	 Sweden
 Iceland	 Switzerland
 Ireland	 United Kingdom
 Italy	 United States of America
 Japan	 Vatican City
 Liechtenstein	

Official Delegates & Participants

Official delegates can obtain visas from the Embassies of the State of Qatar in their countries by providing the respective embassies with official letters from their governments (Ministry of Foreign Affairs) addressed to the embassy before 5 April 2012

Delegates and participants from countries where there is no Qatari Embassy

are required to provide an official letter from their governments and a clear colored copy of their passports valid for at least six months from the intended date of arrival in Doha , and send it to the following e-mail Address : unctadvisa@mbt.gov.qa to provide them with visas. Please make sure you provide a clear e-mail Address and contact numbers before April 5th 2012.

Other participants

Other participants who are planning to attend UNCTAD XIII, its pre-events and/or the World Investment Forum, are expected to provide a copy of their official online registration approval or pre-approval email sent by the UNCTAD secretariat and a clear colored passport copy valid for at least six months from the date of intended arrival in Doha forwarded the following e-mail Address: unctadvisa@mbt.gov.qa .The e-mail Address and contact numbers should be clearly provided before 5 April 2012.

All Nationalities May Apply for Visa through Hotels & Travel Agents

All nationalities may apply for visas in advance through their hotels and travel agents. Your hotel will be able to assist you with your visa application and issuance. This is a standard service provided by most hotels and a fee is charged for the service. Alternatively, your travel agent or tour company can assist you. Please Visit the website of the Ministry of Interior of the State of Qatar for current information on the countries whose nationals need to apply for a visa to visit Qatar - www.moi.gov.qa

Hotels:



A selection of Doha hotels (listed on the website) offer special rates for those attending UNCTAD XIII. Participants will need to specify “UNCTAD XIII” when making hotel reservations to benefit from the special rates. Rates are subject to change and availability at the time of booking. Attendees must confirm and pay for their accommodation directly with the hotels. Accommodation can be booked on the following website: www.UNCTAD13.qa/hotels.html. Transport will be provided between hotels listed on the website and the various bus hubs and from there to the QNCC.

Five-Stars Hotels

Ritz-Carlton Doha

Tel: (+974) 4484 8000

[Website: www.ritzcarlton.com](http://www.ritzcarlton.com)

Sheraton Doha Resort

Tel: (+974) 4485 4444

[Website: www.sheraton.com/doha](http://www.sheraton.com/doha)

Marriott Doha

Tel: (+974) 4429 8888

[Website: www.dohamarriott.com](http://www.dohamarriott.com)

Sharq Village & Spa

Tel: (+974) 4425 6666

[Website: www.sharqvillage.com](http://www.sharqvillage.com)

Four Seasons Hotel Doha

Tel: (+974) 4494 8888

[Website: www.fourseasons.com/doha](http://www.fourseasons.com/doha)

Grand Hyatt Doha

Tel (+974) 4448 1234

[Website: www.doha.grand.hyatt.com](http://www.doha.grand.hyatt.com)

W Doha Hotel & Residences

Tel (+974) 4453 5353

[Website: www.whotels.com/doha](http://www.whotels.com/doha)

Wyndham Grand Regency Doha

Tel: (+974) 4434 3333

[Website: www.grand-regency.com](http://www.grand-regency.com)

InterContinental Doha

Tel: (+974) 4484 4444

[Website: www.intercontinental.com/doha](http://www.intercontinental.com/doha)

Kempinski Residence & Suites Doha

Tel: (+974) 44053333

[Website: http://www.kempinski.com/en/doha](http://www.kempinski.com/en/doha)

La Cigale Hotel

Tel: (+974) 4428 8888

[Website: www.lacigalehotel.com](http://www.lacigalehotel.com)

Merweb Hotel Central Doha

Tel (+974) 4453 5353

[Website: http://merweb.com](http://merweb.com)

Millennium Hotel Doha

Tel: (+974) 4424 7777

[Website: http://www.millenniumhotels.com/qa](http://www.millenniumhotels.com/qa)

Movenpick Tower & Suites Doha

Tel: (+974) 4496 6600

Website: www.moevenpick-doha-tower.com

Oryx Rotana Doha

Tel: +974 4402 3333

Website: oryx.hotel@rotana.com

Four-Stars Hotels

Al Liwan Suites

P.O. Box: 32457, Doha , Qatar

Tel: (+974) 44242888

Website: <http://www.alliwansuites.com>

Best Western Doha Seef Hotel

Al Meena Street, P.O Box 22920, Doha , Qatar

Tel: (+974) 4422 1111

Website: <http://www.dohaseefhotel.com>

Ezdan Hotel & Suites

West Bay, AlDafna P.O Box 23488, Doha, Qatar

Tel: (+974) 44969111

Website: <http://www.ezdanhotels.com>

Gloria Hotel

Al-Safilia Street, Doha, Qatar

Tel: (+974) 44236666

Website: <http://www.gloriahotel-doha.com>

Grand Mercure Hotel

Musherib St., P.O Box 75660 Doha, Qatar

Tel: (+974) 44462222

Website: <http://www.mercure.com/qb/hotel>

Holiday Villa Hotel & Residence

P.O. Box 47601, Al-Muntazah, Doha, Qatar

Tel:(+974) 44084888

Website: <http://www.holidayvilladoha.com>

Movenpick Hotel

Corniche Road , P.O Box 24220, Doha, Qatar

Tel: (+974) 44291111

Website: <http://www.moevenpick-hotels.com>

Ramada Plaza Hotel

P.O. Box 1768 – Doha, Qatar

Tel:(+974) 44281428

Website: <http://www.ramadaplazadoha.com>

Retaj Al Rayyan Hotel

P.O Box: 24595- AlDafna – Doha, Qatar

Tel:(+974) 4420 4444

Website: <http://www.retaj-alrayyan.com>

Royal Qatar Hotel

P.O. Box: 9488, Doha – Qatar

Tel: (+974) 44249444

Website: <http://www.royalqatarhotel.com>

Swiss-Belhotel Doha

Jabr Bin Mohamed Street Old Salata

P.O. Box 17522 Doha, Qatar

Tel:(+974) 44078888

Website: <http://doha.swiss-belhotel.com>

Hotel Century -

Tel:(+974) 44455120

Coral Doha Hotel

Tel:(+974) 44240000

Corp Hotel

Tel:(+974) 44027000

Three-Stars & Standard Hotels

Gulf Horizon Hotel

P.O Box: 22182 - Doha, Qatar

Tel: (+974) 443 2525

Website: www.gulphorizonhotel.com

Al Bustan Hotel

P.O. Box 955, Doha, Qatar

Tel: (+974) 44328888/(+974) 44352228

Website: www.albustanhotel.info/

Transport

Free scheduled airport transfers from Doha International Airport to selected UNCTAD hotels will be available from 15 to 26 April 2012. Complementary transport will also be provided from the selected hotels to the Qatar National Convention Centre. These services will commence from 15 April to allow for participant registrations, and will end on 26 April 2012. For any additional transport needs, Karwa Taxis are safe and the drivers helpful. To book you must call their call centre: +974 458 8888

Car Rental

Renting vehicles in Doha requires a credit card, a valid driving license and a passport or local ID

Sixt	
Fax	+974 44324314
Telephone:	+974 44933350
E-mail	car-rental.sixt.com
Avis	
Fax	+974 44657626
Telephone:	+974 44667744
e-mail:	avis@qatar.net.qa
Europcar	
Fax	+974 44662677
Telephone:	+974 44660677
Website:	www.europcarqatar.com
Al Fardan	
Fax	+974 44477799
Qatar Telephone:	+974 44130011
E-mail:	afx@alfardan.com.qa
Saad Buzwair Auto Leasing	
Fax	+974 44553777
Qatar Telephone:	+974 55568806
Website:	www.sbautoleasing.com
Almana Rent A Car - Hertz	
FAX	+974 44677831
Qatar Telephone:	+974 44489944
e-mail	almanagp@qatar.net.qa

Al Taeser	
Fax	+97444621090
Qatar Telephone:	+974 44621345
e-mail:	tissco@qatar.net.qa
Nassir Bin Khalid Mercedes	
fax	+974 44624445
Qatar Telephone:	+974 44298578
e-mail	mercedescars@nbks.com
Strong Rent A car	
Fax	+974 44365622
Qatar Telephone:	+974 44466000
e-mail:	sales@strongqatar.com
Prestige Cars Company	
Fax	+974 44478697
Qatar Telephone:	+974 44558636
e-mail:	prestige@alfardan.com.qa
Budget	
Fax	+974 44310420
Telephone:	+974 44153048
Website:	www.budgetqatar.com

Qatar National Convention Centre



The Qatar National Convention Centre (QNCC), which opened in 2011, is an unparalleled convention and exhibition centre, boasting iconic design, grand spaces, and cutting edge facilities in a world-class green technology venue.

The extraordinary design of the QNCC, by renowned Japanese architect Arata Isozaki, evokes a sense of place rooted in Qatar's heritage. The spectacular facade resembles two intertwined trees reaching up to support the exterior canopy.

The Centre's signature entrance portrays not just any kind of tree, but specifically the Sidra, a beloved icon in Qatari culture. The tree is a beacon of learning and comfort in the desert, a shady haven for poets and scholars who gathered beneath its branches to share knowledge.

Convention Venue of the Future:

As the environment increasingly becomes a social and corporate concern, it has never been more important to convene in green.



The QNCC was conceived with a focus on sustainability. It is the first convention and exhibition centre of its kind built to the highest standards of the U.S. Green Building Council's Leadership in Energy

and Environment Design (LEED). Innovations include water conservation and energy efficiency, with over 3,500 m² (37,674 sqft) of solar panels providing 12.5 percent of the Centre's energy needs.

QNCC Facilities at a Glance:



- *Built to the highest green building standards*
- *40,000 m² (430,557 sqft) of exhibition space*
- *Outdoor exhibition area*
- *2,300-seat lyric style theatre*
- *Conference Hall for 4,000 delegates*
- *Three tiered auditoriums*
- *Seating for 10,000 in the exhibition halls*
- *A total of 57 meeting rooms*
- *Wireless connectivity throughout*
- *Cutting-edge presentation technology and production capabilities*
- *Three VVIP lounges, three VIP lounges and seven hospitality lounges*
- *Five-star international in-house catering*
- *Undercover parking for 3,200 vehicles connected by air-conditioned people mover*

For more information please visit <http://www.qatarconvention.com>

Emergency and Important Telephone Numbers:

Emergency Services (fire, police and ambulance): 999

Worldwide Emergency Number: (GSM User outside coverage area) 112

Doha International Airport Arrivals: 4465 6087

Doha International Airport Departures: 4465 6347

Flight Information System: 4462 2999

Karwa Taxi (bright turquoise cars): 4458 8888