



LOGISTICAL NOTE

TECHNICAL MEETING
ON MIGRATION, DISPLACEMENT AND HUMAN MOBILITY
in the context of the initial two-year workplan of the Executive Committee
of the Warsaw International Mechanism for Loss and Damage associated
with Climate Change Impacts

27 – 29 July 2016
Kenzi Tower Hotel, Casablanca, Kingdom of Morocco

Dear Participants,

It will be our greatest pleasure to welcome you at the **Technical Meeting on Migration, Displacement and Human Mobility** in the context of the initial two-year workplan of the Executive Committee of the Warsaw International Mechanism for Loss and Damage, organized and supported by the International Organization for Migration (IOM). The Technical Meeting will take place in Casablanca, Kingdom of Morocco, on 27, 28 and 29 July 2016. The Technical Meeting will gather members of the Excom and experts from intergovernmental organizations, United Nations agencies, civil society and the academia, for a full three-day programme.

This Logistical Note contains information you need to know prior to your arrival in Casablanca. Also, please feel free to contact Ms. Irene Pasini (ipasini@iom.int), with copy to IOM Migration, Environment and Climate Change Division (mecchq@iom.int), for any questions you might have.

We are looking forward to welcoming you in Casablanca!

1. DOCUMENTATION

The Technical Meeting's documentation will be available on the dedicated webpage of the IOM Environmental Migration Portal: <https://environmentalmigration.iom.int/technical-meeting>; and on the webpage of the Executive Committee of the Warsaw International Mechanism for Loss and Damage: <http://unfccc.int/9682>. The Technical Meeting will be paper free and all relevant documents will be available on the IOM Environmental Migration Portal's [Technical Meeting webpage](#) prior, during and after the Meeting.

2. LANGUAGE

The working language of the Technical Meeting is English.

3. VENUE OF THE MEETING

The Technical Meeting will be held at the [Kenzi Tower Hotel](#) in Casablanca, Kingdom of Morocco.

Twin Center | Boulevard Zerktouni, 20100 Casablanca

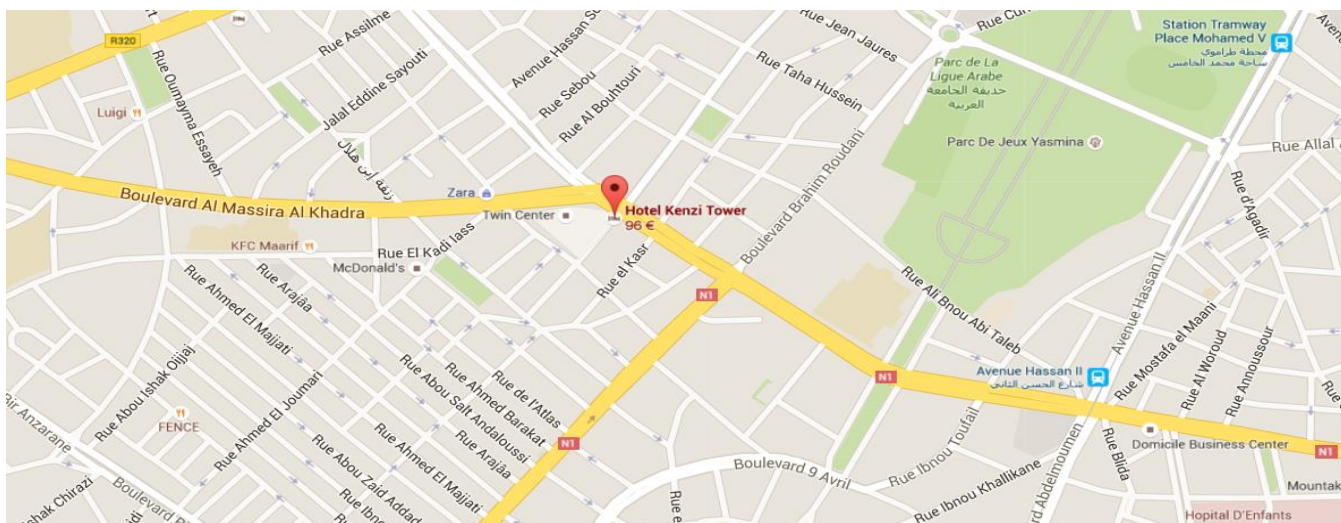
Tel: +212 (0) 522 97 80 00

Fax: +212 (0) 522 97 80 00

E-mail: info-tower@kenzi-hotels.com

For more information about the venue, please visit the official website of the Kenzi Tower Hotel:

<http://www.kenzi-hotels.com/kenzitower/default-fr.html>.



4. ACCOMMODATION

A limited number of hotel rooms have been blocked by the International Organization for Migration at the Kenzi Tower Hotel for participants to proceed to the booking by 9 July 2016. In case you would like to make a reservation, please contact the hotel directly and quote IOM / Technical Meeting. Please note that a valid credit card is required for making the booking and staying at the hotel.

5. REFRESHMENT

All participants will be offered lunch and coffee breaks during the three-day programme.

6. TRANSPORT FROM THE AIRPORT

Taxi ride from the airport to your hotel will take around one hour.

Hotel shuttle is available for 500Dhs per trip. Please contact the hotel directly to book the shuttle.

7. DRESS CODE

The dress code during all the sessions will be casual.

For the Study Tour organized in the field, participants are advised to bring appropriate footwear and clothes.

8. TRAVEL AND VISA

You may arrive to Morocco by airplane. The most convenient airport for your arrival is [Casablanca Mohammed V International Airport](#).

To apply for ordinary visa, *visa category: seminars, conferences*, please visit the Embassy of the Kingdom of Morocco in your country. For countries where Morocco is not represented, applications should be addressed to the diplomatic mission in that country or with Honorary Consuls.

Documents required for adults to apply for visa:

- Application form for an entry visa to the Kingdom of Morocco carefully filled in capital Latin characters. Foreign nationals subject to the visa requirement for entry and residency in Morocco are required to apply through the form set out in the Annex, completed in a single copy. This form can be filled in Arabic but with the obligation to label the name, filiation and place of birth in Latin characters for reasons of technical convenience
- 2 identity photos, colored on white background (4 x 3 cm) recent and clearly showing facial features
- Identity card or residency card or any document serving the same.
- Passport still valid: The validity of the passport or travel document must exceed 90 days and in all cases greater than the duration of the stay
- 1 photocopy of passport (pages showing identity and validity)
- An invitation from the entity that invites and organizes the event. Please use the signed letter of invitation sent electronically by Mrs. Dina Ionesco previously, or contact us for a personalized note verbale.

For more information on visa requirements, please contact the Embassy of the Kingdom of Morocco in your country or visit the official website of the Kingdom of Morocco here: http://www.consulat.ma/an/prestation_for.cfm?gr_id=72&id=462#serv.

9. CURRENCY

The Moroccan currency is the dirham (MAD). You will be able to easily exchange and withdraw money in Casablanca. Many banks impose a fee if you withdraw money from a different account especially if it is an international transaction. Your own bank might also charge you a fee for an international transaction. If you withdraw money from a credit card fees are usually higher.

ATMs usually distribute 100 and 200 dirham bills; it might thus be difficult to obtain change for small expenses such as water or taxi.

10. CONTACTS

All further queries regarding the logistical arrangements of the Technical Meeting should be addressed to Ms. Irene Pasini (e-mail: ipasini@iom.int, phone number: +212 (0) 537 652881), with copy to IOM Migration, Environment and Climate Change Division (mecchq@iom.int).