

# Information Booklet

The 2<sup>nd</sup> Meeting of the Development Cooperation Institutions  
(DCIs) of the OIC Member Countries



Abu Dhabi, 3-4 May 2010

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# 1. Agenda & Meeting Programme

## Day 1 : Monday, 3 May 2010

09:00 - 10:00

### Opening Session

- Recitation from the Holy Qur'an
- Welcoming address
- Opening statements
- Adoption of the agenda

10:00 - 10:30

Coffee break

10:30 - 12:00

### Session 1

Presentations by DCIs of the OIC member countries

The OIC-DAC aims at enhancing the effectiveness of the development assistance of the DCIs of the OIC Member Countries through sharing information, knowledge and experiences, and promoting best practices for the improvement of the quality of development activities in the OIC member countries. In order to establish a framework for efficient cooperation, the DCIs should be informed about activities of each other. In this session, DCIs will introduce their institutions and activities.

- Presentations by DCIs introducing their institutions and activities
- Discussions

12:00 - 13:30

Lunch and Prayer

13:30 - 15:00

### Session 2

Potential areas and project proposals for cooperation and coordination among the DCIs of the OIC member countries

Implementing joint projects by DCIs may be one of the main tools of effective cooperation in their developmental activities. In the short and medium term, DCIs may consider forming partnership on their ongoing or planned projects to be implemented in the OIC member countries.

- Presentations by DCIs on their current and planned projects in OIC member countries
- Discussions on partnership for joint projects

15:00 - 15:15

Coffee break

15:15 - 16:45

### **Session 3**

The draft operational framework for the OIC-DAC prepared by the Experts Group

In Istanbul declaration, which was adopted by the first meeting, the representatives of the DCIs decided to form an experts group to prepare guidelines and procedures for the OIC development assistance committee (OIC-DAC) to coordinate the work of the DCIs in order to attain a successful and fruitful cooperation among them at the OIC level. An experts group meeting was organised by SESRIC and held in Ankara in December 2009. The Experts Group prepared the "Draft operational framework for the OIC Development Assistance Committee (OIC-DAC)" and made some recommendations on various related concepts and issues for consideration and adoption by the 2nd meeting of the DCIs.

- Presentation of the report and the recommendations of the Experts Group on the draft operational framework for the OIC-DAC
- Discussions on the contents of the draft framework for the OIC-DAC

## **Day 2 : Tuesday, 4 May 2010**

09:00 - 10:30

### **Session 4**

The draft operational framework for the OIC-DAC prepared by the Experts Group (Continued)

- Discussions on the contents of the draft framework for the OIC-DAC
- Discussion on and finalising the list of the members of the OIC-DAC
- Discussions on the role of the secretariat of the OIC-DAC

10:30 - 10:45

Coffee break

10:45 - 12:00

### **Session 5**

Enhancing the visibility of the development assistance of the DCIs of the OIC member countries

In Istanbul Declaration, which was adopted by the first meeting, it was agreed that the data of the developmental activities of the OIC member countries should be collected and disseminated and this task was given to SESRIC. The delegations will make deliberations on mechanisms on collection and dissemination of development assistance data by ensuring consistency and comparability. Alternative approaches for enhancing the visibility of development assistance of OIC member countries worldwide will also be discussed.

- Presentation of a mechanism on collection and dissemination of the statistics of the development activities of the DCIs
- Discussion on the presented mechanism
- Discussion on alternative approaches for enhancing the visibility of the development assistance

12:00 - 13:30	Lunch and Prayer
13:30 - 14:30	<b>Session 5</b> Cooperation and dialogue with existing development coordination groups and international organisations <ul style="list-style-type: none"><li>■ Presentation by Arab Coordination Group</li><li>■ Presentation by international organisations</li><li>■ Discussions</li></ul>
14:30 - 14:45	Coffee break
14:45 - 16:00	<b>Closing Session</b> <ul style="list-style-type: none"><li>■ Date of the third DCIs meeting</li><li>■ Proposals for and discussions on the agenda items of the Third DCIs meeting</li><li>■ Adoption of the report and declaration</li><li>■ Closing statements</li></ul>

## 2. General Information

### ■ Venue

The meeting will take place at the Sheraton Hotel in Abu Dhabi , UAE.

Address: Corniche Road East.

Web: <http://www.sheraton.com>

Phone: +9712 677 3333

### ■ Meeting Language

The working language of the meeting will be English, Arabic.

### ■ Information Desk

The Information Desk located at the lobby of the Sheraton Hotel will be at the service of the participants during 3 - 4 May 24 hours.

Sheraton Hotel creates a personalized Web site for 2nd meeting of the DCIs, which will enable participants to access the site and to book, modify, or cancel a reservation from April 14, 2010 to April 25, 2010. Below you will find the appropriate link to access the site:

( Copy and paste the following link into a web browser )

<http://www.starwoodmeeting.com/StarGroupsWeb/res?id=1004149657&key=74C65>

### ■ Visas

For visa issues, please be informed that Media and Public relation Section in Abu Dhabi Fund for Development will handle issuing visas for all participants. Find bellow all the required information you need to submit and the contact person details who will be in charge for visa issuing. All required information need to be submitted by email.

Required Information:

- 1- Passport copy
- 2- Colored personal photo
- 3- Mother's name
- 4- Personal phone number
- 5- Arrival and departure flight information.

Contact information for person in charge:

Mr. Abdulla Bokhammas

Direct Tel: 00971 2 6939 415

Mobile: 00971 5 6423901

Email: [abokhamas@adfd.ae](mailto:abokhamas@adfd.ae)

### **3. Some Practical Information for Travel**

#### **■ Local Time**

The UAE is 4 hours ahead of GMT.

#### **■ Weather**

Abu Dhabi has a sub-tropical, arid climate. Sunny blue skies and high temperatures can be expected most of the year. Rainfall is sporadic, falling mainly in winter (November to March). The cooler months, November to April, are the almost pleasant time to visit, when temperatures are around 24 C (75 F) during the day and 13 C (56 F) at night. Lightweight summer clothing is suitable for most of the year. Be sure to take some sort of jacket or sweater when visiting hotels or the cinema, as the air conditioning can be fierce.

#### **■ Local Currency**

The UAE's monetary unit is the dirham (Dhs), which is divided into 100 fils. The currency is also referred to as AED (Arab Emirates Dirham).

#### **■ Money Exchange**

Money exchanges are available all over Abu Dhabi. You will find at least one in all major malls. Exchange centers are usually open Saturday to Thursday, from 8:00 to 13:00 and 16:30 to 20:30 and many are closed on Friday mornings. Many hotels will also exchange money.

#### **■ Banks**

The well structured and expansive network of local and international banks strictly controlled by the UAE central bank, offers a full range of commercial and personal banking services. Transfers can be made without difficulty as there is no exchange control and the dirham is freely convertible. Banking hours are generally Saturday to Thursday, 8:00 to 13:00.

#### **■ Driving License and vehicle leasing**

International Driving Licenses are recognized throughout UAE. You will find all the major car rental companies in Abu Dhabi and all services are provided inclusive of registration, maintenance, replacement, 24 hour assistance and insurance. There are booths at the airport and most of the major hotels. To hire any vehicle you will need to provide a passport copy and valid driving license from your home country.

#### **■ Restaurants**

For all participants, cuisines from around the world mingle in Abu Dhabi, with restaurants offering a vibrant and varied mix of world flavors and impressive culinary standard.

#### **■ Shopping**

Most shops in Abu Dhabi are generally open from 09:00 to 13:00 and evening from 17:00 to 22:00 Saturday to Thursday. Big shopping centers are open all through the week, usually from 9:00 to 22:00. In all shopping centers major credit cards are accepted and it's tax-free.

## ■ Prayer Times

Prayer times in Istanbul during the meeting will be as follows:

Date	Fajr	Dhuhr	Asr	Maghrib	Isha
1 <sup>st</sup> May	04:22	12:20	15:47	18:52	20:22
2 <sup>nd</sup> May	04:21	12:20	15:47	18:52	20:22
3 <sup>rd</sup> May	04:20	12:19	15:46	18:53	20:23
4 <sup>th</sup> May	04:19	12:19	15:46	18:53	20:23
5 <sup>th</sup> May	04:18	12:19	15:46	18:54	20:24

## 4. Hotels around the Venue of the Meeting

### Al Ain Palace Hotel

Address: Corniche Road East, Al Markaziyah

Tel: +971 2 679 4777

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

### Al Diar Capital Hotel

Address: Mina road, Tourism Club Area.

Tel: +971 2 678 7700

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

### Al Diar Regency Hotel

Address: Salam Street & port Rd junction

Tel: +971 2 676 5000

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

### Beach Rotana Hotel & Towers

Address: Near Abu Dhabi Mall, Tourism Club Area

Tel: +971 2 697 9000

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

### Emirates Palace

Address: Corniche Road west, Al Ras Al Akhdar

Tel: +971 2 690 9000

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

### Hilton Abu Dhabi

Address: Corniche Road west, Al Khubeirah

Tel: +971 2 681 1900

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

## 5. Transportation to the Hotels Area

Abu Dhabi Fund for Development is going to provide a transportation service to pick up the participants from the airport to the hotel; therefore, it's highly important that all participants provide us with the arrival and departure flight information.

## 6. Downtown Information

Participants upon arrival will be provided by a visitor guide that has fully detailed information with regard to the all historical and entertainments places plus much more in Abu Dhabi.

## 7. City Tour

Abu Dhabi Fund for development has arranged for a city tour to the participants to ensure that they have remarkable days and enjoyable times in Abu Dhabi. This tour is planned to be held on the **4th May for two hours long at 17:30**. The Pick up will be from the Sheraton Lobby.

## 8. Useful contact information

For further assistance and request more information please, don't be hesitated to contact the person below:

### **Mr. Abdulla Bokhammas**

Direct Tel: 00971 2 6939 415

Mobile: 00971 5 6423901

Email: [abokhamas@adfd.ae](mailto:abokhamas@adfd.ae)

### **Mr. Ammar Abbas**

Direct Tel: 00971 2 6939 422

Mobile: 00971 5 6211661

Email: [aali@adfd.ae](mailto:aali@adfd.ae)