This guide was developed to provide information to participants of the IDB Annual Meeting which takes place in Tunis, Tunisia from 1-5 April 2018. The meeting will provide opportunities for dialogue, knowledge sharing, and networking among IDB staff, government officials, and other meetings participants.
**SUNDAY, 01 APRIL 2018**

<table>
<thead>
<tr>
<th>Time</th>
<th>Venue</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>08:30 - 16:30</td>
<td>Lavande</td>
<td>Four Seasons</td>
</tr>
<tr>
<td>09:00 - 10:30</td>
<td>Utique</td>
<td>Ramada</td>
</tr>
<tr>
<td>09:00 - 12:00</td>
<td>Didon 1</td>
<td>Ramada</td>
</tr>
<tr>
<td>10:30 - 12:30</td>
<td>Didon 2</td>
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<td>11:00 - 13:00</td>
<td>Utique</td>
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<tr>
<td>13:00 - 15:00</td>
<td>Didon 2</td>
<td>Ramada</td>
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<tr>
<td>13:30 - 15:30</td>
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**MONDAY, 02 APRIL 2018**

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<tr>
<td>09:00 - 12:00</td>
<td>Didon 2</td>
<td>Ramada</td>
</tr>
<tr>
<td>09:00 - 11:00</td>
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<td>Ramada</td>
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<td>11:00 - 12:30</td>
<td>Utique</td>
<td>Ramada</td>
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<tr>
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<td>Ramada</td>
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<tr>
<td>13:00 - 15:00</td>
<td>Didon 2</td>
<td>Ramada</td>
</tr>
<tr>
<td>14:00 - 15:30</td>
<td>Didon 1</td>
<td>Ramada</td>
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<td>15:30 - 17:00</td>
<td>Didon 2</td>
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</tr>
<tr>
<td>16:00 - 17:30</td>
<td>Didon 1</td>
<td>Ramada</td>
</tr>
<tr>
<td>19:00 - 21:30</td>
<td>Jasmine</td>
<td>Four Seasons</td>
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**TUESDAY, 03 APRIL 2018**

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<tr>
<td>09:00 - 11:00</td>
<td>Utique</td>
<td>Ramada</td>
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<tr>
<td>09:00 - 11:30</td>
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<td>Four Seasons</td>
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<tr>
<td>11:00 - 13:00</td>
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<td>Ramada</td>
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<td>15:00 - 16:30</td>
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<tr>
<td>16:00 - 18:00</td>
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**WEDNESDAY, 04 APRIL 2018**

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<tbody>
<tr>
<td>09:00 - 11:00</td>
<td>Le Pavillon</td>
<td>Official Opening Ceremony of IDB Group 43rd Annual Meeting</td>
</tr>
<tr>
<td>11:30 - 13:30</td>
<td>Jasmine</td>
<td>Four Seasons</td>
</tr>
<tr>
<td>15:00 - 17:00</td>
<td>Jasmine</td>
<td>Four Seasons</td>
</tr>
<tr>
<td>17:30 - 19:00</td>
<td>Jasmine</td>
<td>Four Seasons</td>
</tr>
<tr>
<td>20:00 - 21:30</td>
<td>Le Pavillon</td>
<td>Gala Dinner</td>
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**THURSDAY, 05 APRIL 2018**

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<tr>
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<tr>
<td>09:00 - 10:30</td>
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<td>Four Seasons</td>
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<tr>
<td>09:00 - 10:00</td>
<td>Jasmine</td>
<td>Four Seasons</td>
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<tr>
<td>09:30 - 10:30</td>
<td>Lavande</td>
<td>Four Seasons</td>
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<td>10:00 - 10:30</td>
<td>Jasmine</td>
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<td>10:30 - 11:00</td>
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<tr>
<td>14:00 - 15:00</td>
<td>Lavande</td>
<td>Four Seasons</td>
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<tr>
<td>14:00 - 15:00</td>
<td>Jasmine</td>
<td>Four Seasons</td>
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</table>
OPENING CEREMONY
The official opening ceremony is scheduled for Wednesday 4 April 2018, 09:00 – 11:00 am. The opening ceremony will be under the patronage of H.E. Youssef Chahed, Head of Government of the Republic of Tunisia. All meeting participants and accompanying persons are welcome to attend upon presentation of their name badges or invitation cards. All participants are kindly requested to take their seats in the plenary hall at least 30 minutes before the ceremony.

IDB PRIZES
Every year, the Islamic Development Bank Group sponsor a number of scientific prizes and awards to reward promising young and established researchers and to highlight exceptional efforts and achievements in number of fields. The following awards will be announced in conjunction with the opening ceremony:
- Islamic Economics/ Islamic Banking and Finance
- Women Contribution to Development

INTERPRETATION
Arabic, English and French interpretation is provided at all meetings. In addition, interpretation to Russian will be available at the opening ceremony and other selected meetings.

ENTERING ACCESS TO THE MEETING SITE AND SECURITY
Access to the meeting facilities will not be granted without an official badge. For security reasons, your badge may be scanned at the entrance to the venue. The badge can also be used as an electronic business card at the entrance to some sessions as a way for delegates to provide their contact details.
As a condition of entry, it is understood that meeting security personnel may carry out inspections of bags, briefcases or other carried packages at every entry point. To ensure quick entry, it is recommended that, if possible, any unnecessary items (bags, luggage, etc.) will not be brought to the venue.

THE VENUES
- The Boards of Directors and Board of Governors will take place in the Four Seasons Hotel Gammarth.
- Side Events will take place in the Ramada Plaza Hotel, Gammarth.
- Official Opening and Gala Dinner will take place in the Pavilion Hall.

MEETING REGISTRATION
Annual Meeting participants should arrive at the Ramada Plaza Hotel, Gammarth, one hour before the start of the meeting on the first day, in order to allow sufficient time for registration and issue of badges.

Upon arrival at Registration Area, meeting participants are requested to identify themselves with their national passport or a valid official identification document at the registration desk. Meeting participants should bring their invitation letter to facilitate the check-in process.

The registration committee will issue a name badge with photo. Please note that it is mandatory to wear the card visibly at all times. Please note that badges are not transferable. If, for whatever reason, a participant loses, misplaces or forgets the badge, kindly inform the registration committee to issue a new badge.

In the case of an unregistered participant, the registration committee needs to obtain confirmation of participation in a meeting through an invitation letter from the IDB Group.
INTERNET
Wireless internet is available in all meeting halls.

CATERING
Coffee breaks and lunches will be offered during the whole period of the Annual meeting.

MEDIA CENTRE: ONSITE AND ONLINE
A Media Centre for accredited journalists will be located in Salambo Room at Ramada Plaza Hotel and in Hibiscus Room in the Four Seasons Hotel. The Media Centre is equipped with workspaces, telephones, computers with high-speed Internet access, laptop hook-ups, printers, faxes and photocopiers.

Broadcast media facilities are also available. Access to the Media Centre is strictly limited to accredited journalists. The online Media Centre is hosted on the Annual Meeting website for all journalists, including those not attending the meetings and for other interested parties. The online Media Centre provides access to webcasts of key sessions and other online coverage provided by The IDB Group, as well as presentation slides, speeches, press releases and photos.

TRANSPORTATION
From March 30 to April 7: there will be shuttle services from/to the airport from all officially designated Annual Meetings hotels.
From March 31 to April 5: there will be a shuttle service to these hotels to the Annual Meetings Venue.

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Prayers Timing</th>
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<td>Fajr</td>
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<td>Sun</td>
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<td>Mon</td>
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<td>Tue</td>
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<td>Wed</td>
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<td>04:31</td>
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<tr>
<td>Thu</td>
<td>5</td>
<td>04:29</td>
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</tbody>
</table>
USEFUL INFORMATION FOR YOUR STAY

BANKS AND CURRENCY
Bank operating hours vary between banks but most open Monday – Friday, 08:00 – 16:00. So you might want to check first. ATMs are located throughout Tunis. VISA and MasterCard are widely accepted, and foreign exchange facilities are available around the city.

Tunisia’s national currency is the Tunisian Dinar. Exchange rate to USD is TND 2.4 (as of 18 March, 2018).

BUSINESS AND SHOPPING HOURS
Office hours start from 08:30 to 17:00. Lunch break occurs between 12:00 to 13:00. Usually offices are closed on Saturdays and Sundays, including government offices. Government office hours start at 08:30 and end at 17:00.

Many shopping malls remain open until 19:30 or later.

DECLARATION OF CURRENCIES
- Any operation of importing or exporting foreign currency, which value is equal to or greater than 10,000 Tunisian dinars should be declared at the entry and exit point to the customs services against the payment of a tax stamp of 10 Tunisian dinars. The said foreign currency declaration would allow travelers to reconvert the remaining local currency exchanges earlier.
- Non-residents are not allowed to re-export the counter-value of an amount of five thousand Tunisian dinars (5,000 DT) in foreign currency notes of banks that they have imported when entering to Tunisia. They need to present import declaration of foreign duly stamped by the customs services.
- The Declaration of import of foreign currency is valid for (3) months from the date of entry of the non-resident traveler in Tunisia and cannot serve, in any case, for a single trip.

CLIMATE AND CLOTHING
The climate in Tunis during April is mild and reasonably dry. Daytime maximum temperatures average around 21°C (69°F), whilst at night 10°C (50°F) is normal.

LANGUAGE
While Arabic is the official language of the Republic of Tunisia, French and English are widely spoken.

ELECTRICITY
Electric power supply is 220 volts in all regions. So be careful with your 110-volt electronic equipment. The sockets will only fit with two pins rounded-tip plugs (technically known as Type C, E, and F) or use adaptors.

DRINKING WATER
We recommend drinking bottled water.

TIME ZONE
The local time of the Republic of Tunisia is GMT +1

ANNUAL MEETING WEBSITES AND ONLINE TOOLS

For more information on the Annual Meeting please visit “www.isdb-am43.org”.
Official daily press releases, the daily on-site bulletin and will also be posted to the website regularly.

JOIN THE CONVERSATION ON SOCIAL MEDIA

Twitter | www.twitter.com/isdb_dev
Facebook | www.facebook.com/IslamicDevelopmentBank
LinkedIn | www.linkedin.com/company/islamic-development-bank

MOBILE APP
The Annual Meeting Mobile App, will be available on the Apple Store and the Android Market.
**SOCIAL PROGRAM**

### DAY ONE: 3 APRIL 2018

- **Gathering at the hotel** | 8:30
- **Manouba Military Weapons Museum** | 9:30
- **Bardo Museum** | 10:30
- **Lunch** | 13:00
- **Visit to the ancient city** | 14:00
- **Return to the hotel** | 17:00

### DAY TWO: 4 APRIL 2018

- **Opening ceremony** | 09:00
- **Visit to Sidi Boussaid** | 11:00
- **Lunch at the hotel** | 13:00
- **Departure for the culture city** | 14:15
- **Visit to the culture city** | 15:00
- **Cultural Exhibition** |
- **Visit to Tunisia Mall** | 16:30
- **Return to the hotel** | 18:00
- **Dinner - Annual Meeting of the IDB Board of Governors** | 19:30

### DAY THREE: 5 APRIL 2018

- **Gathering at the hotel** | 09:00
- **Visit to the Water Temple in Zaghouan** | 10:30
- **Lunch at Zaghouan House** | 12:30
- **Return to the hotel** | 15:00

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**DIPLOMATIC MISSIONS IN THE REPUBLIC OF TUNISIA (+216)**

- **Algeria**
  Rue du Lac d’Annexy, 1053 Tunis. B.P. 75 - Les Berges du Lac
  Tel.: 71.964.682 / 71.962.414 - Fax: 71.961.929

- **Bahrain**
  Rue 8810, Avenue Tahar Hadad – 1053, les Berges du Lac - Tunis
  Tel.: 71.860.000 / 71.966.301 - Fax: 71.860.355

- **Burkina Faso**
  37, Avenue d’Afrique, El Menzah V 1004, Tunis - Tel.: 71.233.388 / 71.234.288 - Fax: 71.750.944

- **Cameroon**
  24, Angle Rues Hedi Chaker et Habib Thameur 2016 Carthage Byrsa - Tunis
  Tel.: 71.275.75 / 71.732.265 - Fax: 71.275.354

- **Côte d’Ivoire**
  17, Rue Mansoura, El Menzah IV B.P 21 - 1002 Tunis Belvédère - Tel.: 71.755.911 - Fax: 71.755.901

- **Egypt**
  Cité Montplaisir, Rue Elferdaouss, Avenue Mohamed V, TUNIS, B.P 191, 1002 Tunis Belvédère
  Tel.: 71.903.223 / 71.901.447 - Fax: 71.904.389

- **Gabon**
  11, Rue du Lac de Bizerte, Soukra , Bhar Lazreg - Tunis - Tel.: 71.197.216 - Fax: 71.197.217

- **Indonesia**
  15, Rue du Lac Malaren, B.P. 58, Les Berges du Lac 1053 - Tunis
  Tel.: 71.860 377 / 71.860.702 - Fax : 71.861.758

- **Iran**
  10, Rue Dr. Burnet 1002 Belvédère, B.P 350 Cité Mahrajène 1082 Tunis
  Tel.: 71.791.018 / 71.792.578 - Fax : 71.793.177

- **Iraq**
  Berges du Lac, Route Principale, BHB 110711 2045 Tunis
  Tel.: 71.965.824 / 71.961.985 - Fax: 71.964.750

- **Jordan**
  95, Avenue Jugurtha Mutuelleville, 1002, Tunis - Tel. : 71.780.875 / 71.785.829 - Fax: 71.786.461

- **Kuwait**
  32, Rue Al Mansoura, 1004 El Menzah IV, BP 316 - Tel. : 71.754.556 / 71.754.811 - Fax : 71.766.811

- **Lebanon**
  Rue du Lac Ourmia, Les Berges du Lac - 1053, Tunis - Tel. : 71.960.420 / 960.540 - Fax : 71.960.001

- **Libya**
  74, Avenue Mohamed V - 1002 Tunis - Tel. : 71.780 866 / 71.783 097 - Fax : 71.795 338

- **Mali**
  3 Impasse Aboul Atahya, par la Rue Docteur Burnet Mutuelleville 1002 Tunis B.P. 109
  Cité Mahrajène1082 Tunis - Tel. : 71.792.589 / 71.787.276 - Fax : 71.791.453

- **Morocco**
  10 Rue Dr. Burnet 1002 Belvédère, B.P 350 Cité Mahrajène 1082 Tunis
  Tel.: 71.791.018 / 71.792.578 - Fax : 71.793.177

- **Mauritania**
  17, Rue Fatma Ennachi, El Menzah V – 1004 Tunis - Tel. : 71.233.634 / 71.233.834 - Fax : 71.233.804

- **Nigeria**
  3, Rue Abdelhamid Marnisouk – El Manar II – 2092 Tunis. BP 272, Tunis Belvédère 1002
  Tel.: 71.882.291 / 71.882.199 - Fax : 71.882.292

- **Oman**
  129, Avenue Jugurtha, Mutuelleville B.P 39- 1002- Tunis
  Tel.: 71.790.808 / 71.791.655 - Fax : 71.790.820

- **Pakistan**
  35, Rue Ali Ayari, El Menzah 9A, Tunis - B.P. 142, 1013 Tunis
  Tel.: 71.871.400 / 71.871.311 - Fax : 71.871.410

- **Palestine**
  83, Avenue Jugurtha, Mutuelleville, BP 310, Le Belvédère 1002 - Tunis
  Tel.: 71.780.883 / 71.784.725 - Fax : 71.785.973

- **Qatar**
  Avenue Hédi Karray, Centre Urbain Nord, 1080 Tunis Mahrajène
  Tel.: 71.231.600 - 70.728.734 - Fax: 70.749.073 / 70.728.720

- **Saudi Arabia**
  Centre Urbain Nord, La Cité des sciences, B.P. 1082 Tunis
  Tel.: 71.232.449 / 71.230.433 - Fax : 71.751.441

- **Senegal**
  122, Avenue de la Liberté 1002- Tunis Belvédère - Tel. : 71.802.397 / 71.842.300 - Fax : 71.780.770

- **Sudan**
  Lot n° 2-8-19 H1, Les Berges du Lac II 1053 Tunis
  Tel.: 71.790.808 / 71.791.655 - Fax : 71.790.820

- **Turkey**
  Lot n°4, Avenue Hédi Karray , Centre Urbain Nord, 1082, Tunis- Tel.: 70.132.300 - Fax : 71.767.045

- **United Arab Emirates**
  9, Rue Achtart, Nord Hilton, B.P. 25, 1002 Tunis - Belvédère
  Tel.: 71.788.888 / 71.784.461 - Fax : 71.788.777

- **Yemen**
  9, Rue Ali Ibn Abi Taleb, 2091 El Menzah VI B.P. 47 - 1004 Tunis
  Tel.: 71.234.562 / 71.767.604 - Fax : 71.767.144
ANNUAL MEETING
SECRETARIAT

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Jeddah 22332 - 2444

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Website : www.isdb.org