

CONFERENCE ANNOUNCEMENT 3

MOROCCO



65<sup>TH</sup> CONFERENCE

HOSTED BY



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CONFERENCE WEBSITE:  
[WWW.IFALPA.ORG/CONFERENCE](http://WWW.IFALPA.ORG/CONFERENCE)

# CONFERENCE PROGRAMME

## THURSDAY 18 MARCH

08:00-18:00

### REGISTRATION

Hall - Niveau 0, Palais de Congres

14:00-17:30

### IFALPA INTER-ALLIANCE MEETING

Fez 1 - Niveau +1, Palais de Congres

*Although airline alliances have been invited to nominate representatives to attend this meeting, it is open to all Delegates and Observers. The meeting agenda will be circulated at the meeting.*

15:30-16:00

### TEA/COFFEE BREAK TBA

Espace Ifrane - Niveau +1, Palais de Congres

19:30-22:00

### WELCOME RECEPTION

Swimming Pool Area, Hotel Mansour Eddahbi

*Sponsored by The Office National Marocain du Tourisme*



## FRIDAY 19 MARCH

07:30-18:00

### REGISTRATION

Hall - Niveau 0, Palais de Congres

08:15-09:00

### CONFERENCE OFFICER BRIEFING *by invitation only*

Karam 1 - Niveau -1, Palais de Congres

09:30-12:00

### OPENING PLENARY SESSION *Accompanying persons welcome*

Salle Royale, Niveau 0, Palais de Congres

Time TBA

### ACCOMPANYING PERSONS BRIEFING MEETING

12:00-14:00

### LUNCH

Restaurant Palmeraie, Hotel Mansour Eddahbi

14:00-18:00

### COMMITTEE A/B

Fez 1 - Niveau +1, Palais de Congres

### COMMITTEE C

Fez 2 - Niveau +1, Palais de Congres

### COMMITTEE D

Karam 1 - Niveau -1, Palais de Congres

### COMMITTEE E

Karam 2 - Niveau -1, Palais de Congres

15:30-16:00

### TEA/COFFEE BREAK

Espace Menara - Niveau 0, Palais de Congres

21:00-00:00

### HOSPITALITY SUITE *Hosted by*



## SATURDAY 20 MARCH

- 08:00-08:30 **PRE - MEETING TEA/COFFEE**  
Espace Menara - Niveau 0, Palais de Congres
- 08:30-12:30 **AFRICA & MIDDLE EAST REGIONAL MEETING**  
Karam 1 - Niveau -1, Palais de Congres
- ASIA PACIFIC REGIONAL MEETING**  
Karam 2 - Niveau -1, Palais de Congres
- CARRIBEAN & SOUTH AMERICA REGIONAL MEETING**  
Karam 3 - Niveau -1, Palais de Congres
- EUROPE REGIONAL MEETING**  
Fez 1 - Niveau +1, Palais de Congres
- NORTH AMERICA REGIONAL MEETING**  
Karam 4 - Niveau -1, Palais de Congres
- 10:30-11:00 **TEA/COFFEE BREAK**  
Espace Menara - Niveau 0, Palais de Congres
- 12:30-13:45 **LUNCH**  
Restaurant Palmeraie, Hotel Mansour Eddahbi
- 14:00-16:00 **SAFETY SEMINAR**  
Salle des Ambassadeurs, Niveau -1, Palais de Congres
- 16:15-17:15 **PRESIDENT AND CHIEF DELEGATE MEETING**  
Karam 1 - Niveau -1, Palais de Congres  
*Only Officers of the Federation, registered Chief Delegates or Presidents of Member Associations and special invitees may attend this meeting.*
- 19.00-19.30 **PRE-DINNER DRINKS**  
Espace Menara - Niveau 0, Palais de Congres
- 20.00-01.00 **GALA DINNER** *Sponsored by*  
Salle Royale, Niveau 0,  
Palais de Congres



## SUNDAY 21 MARCH

- Time TBA **EXCURSION TO TERRES D AMANAR**  
*Eco-adventure Centre in the foothills of the Atlas Mountains lunch is provided*
- Time TBA **ALPHA OMEGA DINNER** *Venue TBA*  
*By Invitation Only*
- 21:00-00:00 **HOSPITALITY SUITE** *Hosted by*



## MONDAY 22 MARCH

- 09:00-12:30 **PLENARY SESSION**  
Salle Royale, Niveau 0, Palais de Congres
- 10:30-11:00 **TEA/COFFEE BREAK**  
Espace Menara - Niveau 0, Palais de Congres
- 12:30-14:00 **LUNCH**  
Restaurant Palmeraie, Hotel Mansour Eddahbi
- 14:15-18:00 **INDUSTRIAL SEMINAR**  
Salle Royale, Niveau 0, Palais de Congres
- 15:30-16:00 **TEA/COFFEE BREAK**  
Espace Menara - Niveau 0, Palais de Congres
- 21:00-00:00 **HOSPITALITY SUITE** Hosted by 

## TUESDAY 23 MARCH

- 09:00-13:00 **PLENARY SESSION**  
Salle Royale, Niveau 0, Palais de Congres
- 10:30-11:00 **TEA/COFFEE BREAK**  
Espace Menara - Niveau 0, Palais de Congres
- 13:00-14:00 **LUNCH**  
Restaurant Palmeraie, Hotel Mansour Eddahbi
- 14:15-15:15 **ELECTED OFFICER DE-BRIEF MEETING**  
Karam 1 - Niveau -1, Palais de Congres  
*This meeting is open to all Officers of the Federation, Conference Committee Chairmen, outgoing Officers and IFALPA Staff.*
- 15:30-17:00 **REGIONAL CO-ORDINATION GROUP (RCG) MEETING**  
Karam 1 - Niveau -1, Palais de Congres  
*All Regional Vice Presidents and Standing Committee Chairmen are required to attend this meeting.*



# REGISTRATION DETAILS

There is a registration form located on page 6 of this announcement. All Delegates will receive confirmation of registration and a receipt of registration fee from IFALPA Headquarters.

## REGISTRATION FEES

### IFALPA MEMBERS

Chief Delegate	£170
Delegates	£285
Observers	£285
Accompanying Persons	£100
Alpha Omega	£100
Children under 16 years	£50
Children under 6 years	Free

### NON-MEMBERS

Corporate Observers	£500
Accompanying Persons	£250

For Chief Delegates and Delegates the fee includes access to all social events and lunches as well as attendance at all Plenary and Committee Sessions. For Corporate Observers and Accompanying Persons the fee includes all Social Events (with the exception of the Accompanying Persons Programme), lunches and attendance at Plenary Sessions.

## PRE-REGISTRATION

The registration fee may be paid in advance. This may be accomplished by simply filling out the credit card information portion of the Registration Form. Please note the Fee(s) payable will be charged to the card prior to the Conference but in the event of cancellation the fees will be refunded provided the cancellation is received no less than seven days before the start of the Conference.

*Note: Amex and Diners cards are not accepted.*

## ACCOMPANYING PERSONS & ALPHA OMEGA MEMBERS

Accompanying Persons and Alpha Omega Members are welcome to attend all Conference Plenary Sessions and social events.

*Note: An Accompanying Persons programme is currently being developed and will be advertised nearer to the Conference.*

## DELEGATE & VISA INFORMATION

Visa requirements and other useful information for visitors to Morocco can be found on the Ministry of Foreign Affairs and Cooperation website: [www.maec.gov.ma/en/visiinterEN.htm](http://www.maec.gov.ma/en/visiinterEN.htm)



## HOTEL AND ACCOMODATION INFORMATION

The Conference venue is the Mansour Eddahbi Palais des Congres, Boulevard Mohammed VI, 40000 Marrakech, Morocco where all meetings and social events will take place.

The hotel selected for accommodation for the 65th Conference is the five star luxury Hotel Mansour Eddahbi which is adjacent to the Congress Centre. The website is: [www.mansoureddahbi.com](http://www.mansoureddahbi.com)

The hotel stands in spacious grounds on the Avenue de France, a short taxi ride from the old and modern city centre. The comfortable accommodation at the Hotel Mansour Eddahbi is in six stylish buildings overlooking gardens, water-features of the magnificent swimming pools, one with impressive water-jets. Service is of the highest standard and the choice of dining is excellent. There are four bars plus a pool bar and an excellent choice of restaurants with an infinite variety of delicious offerings including Moroccan specialities, Italian cuisine and international fare.

The hotel has a health and fitness centre with Turkish bath and hammam, massage, sauna and Jacuzzi. The distance from the airport is approximately 3 kilometres and by taxi this will cost MAD57 or €5.

**STANDARD ROOMS** – each room has a balcony or terrace and is equipped with air conditioning, satellite TV, a radio, a direct-line telephone, wireless internet access, a minibar, safe and hairdryer. The bathrooms are spacious and modern, with marble finishes and separate toilets.

It is important to note that only two children can share the room of parents and the age of the children is very important as guests have to know whether one bed can be shared by two children or not.

The hotel can provide an extra bed. However there are a limited number of these mobile beds available.

**SUITES** - in addition to all the facilities of Standard Rooms, Suites have their own reception and personalised service with a private pool near the health and beauty centre.

**EXECUTIVE SUITES** - Feature a small living room plus a bedroom with kingsize bed, a dressing room and bathroom. This suite can accommodate either one person or a couple (2 persons sharing the same bed)

**AMBASSADOR SUITES** - benefit from a large living room plus two bedrooms, one with kingsize bed and the other with two twin beds plus 2 dressing rooms, 2 bathrooms and a separate WC. This suite can accommodate either 4 persons, a couple (2 persons sharing the same bed) plus 2 adults or 2 children.

### ROOM RATES

Room rates are per night and include breakfast but are exclusive of taxes which are levied at MAD 28.60 per night. In addition, these rates include use of the Hotel gym and wifi internet access will be free of charge for all conference delegates.

Standard Single room	MAD 1300 per night
Standard Double room	MAD 1500 per night

Executive Suite single use	MAD 2500 per night
Executive Suite double use	MAD 3000 per night

Ambassador Suite single use	MAD 7500 per night
Ambassador Suite double use	MAD 8000 per night

Check in: The Hotel's standard check in time is 15.00

Check out: The Hotel's standard check out time is 12.00

A non-refundable desposit equivilant to one night's accomodation will be required when making your reservation

The hotel charges for children as follows:

0 to 5 years – free of charge

6 – 12 years – 50% discount on breakfast and free accommodation

Over 12 years 15% discount on accommodation and breakfast included

Please note that irons and ironing boards are not available at the hotel



# REGISTRATION & HOTEL BOOKING FORM

Fax: +44 1932 570920

## WHO WILL BE ATTENDING?

Capt/Mr/Ms/Mrs/Miss *(delete as appropriate)*

Family Name: \_\_\_\_\_

Given Name: \_\_\_\_\_

Status: Chief Delegate/Delegate/Observer/Alpha Omega  
(delete as appropriate)

Accompanied by: \_\_\_\_\_ Age \_\_\_\_\_  
*(if under 16)*

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

## HOTEL REQUIREMENTS

Please indicate your accommodation requirements:

Standard Room (single)

Standard Room (double)

Executive Suite (single)

Executive Suite (double)

Ambassador Suite (single)

Ambasssador Suite (double)

## ADDITIONAL REQUIREMENTS:

## YOUR MEMBER ASSOCIATION OR ORGANISATION

Name: \_\_\_\_\_

Country: \_\_\_\_\_

email or fax (for conference correspondence):  
\_\_\_\_\_

## SOCIAL EVENT ATTENDANCE

Please indicate how many places at the Gala  
Dinner you require:

## YOUR TRAVEL PLANS

Arrival Date: \_\_\_\_\_

Departure Date: \_\_\_\_\_

Number of Nights: \_\_\_\_\_

Estimated Time of Arrival: \_\_\_\_\_

Flight Number: \_\_\_\_\_

## ROOM GUARANTEE AND PRE-REGISTRATION

IMPORTANT: Hotel reservations cannot be guaranteed  
without a credit card and valid CVC number.

Card type:

Visa  Mastercard

Card Number:

///

Expiry date: / CVC Number:

Name (as it appears on card):  
\_\_\_\_\_

I WISH TO PRE-REGISTER FOR THE CONFERENCE