

WORKSHOP ON
“TRANSFORMING TOBACCO QUESTIONS FOR SURVEYS
(TQS) DATA TO ACTION”

12-15 November 2018

Ankara – Turkey

INFORMATION BOOKLET

VENUE

SESRIC, Kudüs Caddesi, No: 9, Diplomatik Site, 06450, Oran, Ankara

Phone: +90-312-468 61 72 Fax: +90-312-467 34 58

E-Mail: statistics@sesric.org

Web: www.sesric.org

Geolocation: Please visit <http://goo.gl/maps/WZK8g> to see the detailed address of the venue..



BEFORE THE MEETING

Registration: Please confirm your participation by sending the *Participation Form* to statistics@sesric.org. Participants whose attendance is supported by the Organization Committee should keep their **boarding passes** throughout their trips. Their boarding passes will be collected on the first day of the Meeting and return boarding passes should be sent to the abovementioned e-mail address as scanned copies upon return to their countries.



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Visa Requirements: Please check <http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa> if any visa is required for the passport type you hold. If a visa is required for entry into Turkey, the official invitation letter is generally sufficient to be used as supporting documentation. If you need any additional documentation for your visa application, please inform us as soon as possible through statistics@sesric.org

Accommodation: SESRIC has already blocked a number of rooms at **Monec Hotel** (note: around 6 mins walking distance to and from SESRIC Headquarter) with the following rates:

Room Type	Nightly Rate
Single Room (H&B)*	35 USD + VAT (8%)
Double Room (H&B)*	44 USD + VAT (8%)

* Including breakfast and dinner at the hotel

If your accommodation is covered by the Organization Committee, kindly let us know in case of any accompanying person or family member to share the same room with you to make the necessary arrangement. Please note that any surcharge due to the change of the room type from single to double and any other extra charges will be paid by the participant to the Hotel. You are kindly requested to follow the check-in and check-out times of the Hotel and kindly inform the hotel in case you need extra time especially for late check-out.

For self-paid participants, it should be reminded that special rates are only valid for a limited number of rooms based on “first-come first-served” principle. Hence, the special rates may not be secured for late applications. You are required to fully complete and send *participation form* to statistics@sesric.org.

For other hotel options in relative proximity to the meeting venue, you can check popular web sites such as www.booking.com , www.expedia.com , www.hotels.com , www.orbitz.com

Airport Transfer: Airport transfer will be provided from Ankara Esenboga Airport to hotel and vice versa according to your departure and arrival times. When you arrive at the International Terminal, after passport control and baggage pick-up, a person will be waiting for you with SESRIC sign and/or your name at the International Arrivals. It is strongly advised not to leave the airport until you meet the pick-up person. In case of any inconvenience, please call

Mr. Orxan NADIROV

Mobile: +90-543-543 3993



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If participants choose to make their own transportation arrangements from Esenboga International Airport (ESB) to their respective hotels, the Organisation Committee cannot reimburse the costs incurred. Please visit the following page for more information on airport transportation:

<http://www.esenbogaairport.com/en-EN/Transportation/Pages/AirportTrasnportation.aspx>

THROUGHOUT THE MEETING

Badges: Please fill out the sign-in sheet and pick up your badge at the information desk before the Meeting starts. The identification badges should be worn by all participants throughout the meeting. You will be guided by staff at the information desk to the Meeting Room.

Working Language: The Workshop will be conducted in **Arabic, English** and **French** to be facilitated through simultaneous translation.

Agenda: The Draft Agenda of the Workshop has been sent together with the invitation letter dated 31 August 2018.

LOGISTICS

Foreign Exchange and Credit Cards: The official currency of Turkey is **Turkish Lira (TRY)**. All payments on the territory of Turkey must be done in TRY. The local banks and exchange offices in Ankara provide foreign currency exchange service. As it will be hard to exchange money during the meeting hours due to the meeting schedule, we advise you to use foreign exchange facilities of the airport. It is also possible to use the ATMs located in banks, hotels, large shopping centres. The current exchange rates are approximately around (as of 4 September 2018):

USD/TRY	EUR/TRY
6.63	7.68

Major **credit cards**, such as Visa and MasterCard are accepted at hotels, restaurants, shops, etc. However, some restaurants and small shops accept cash payments only so it’s recommended to have some cash in Turkish Liras with you.

Weather: The average temperature in Ankara in November 2018 will be around 7 degrees Celsius.

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Extreme Maximum, Minimum and Average Temperatures Measured in Long Period (°C)												
ANKARA	January	February	March	April	May	June	July	August	September	October	November	December
Maximum Temp.	16.6	21.3	27.8	31.6	34.4	37.0	41.0	40.4	37.7	33.3	24.7	20.4
Minimum Temp.	-24.9	-24.2	-19.2	-7.2	-1.6	3.8	4.5	5.5	-1.5	-9.8	-17.5	-24.2
Average Temp.	0.2	1.6	5.7	11.3	16.1	20.1	23.5	23.4	18.8	12.9	7.1	2.4

To avoid from any unexpected weather condition, please check the weather forecast before coming:
<https://mgm.gov.tr/eng/forecast-cities.aspx>

Electricity: Turkey operates on 220 volts, 50 Hz, with round-prong European-style plugs that fit into recessed wall sockets/points.



Prayer Rooms and Times: Praying facilities (masjid for ladies and gentlemen) will be available at the venue throughout the meeting. If requested, praying rugs and Qiblah directions will also be provided at the Hotel.

Date	Fajr	Sunrise	Dhuhr	Asr	Maghrib	Isha
11 November 2018	05:39	07:21	12:44	15:26	17:44	19:15
12 November 2018	05:40	07:22	12:44	15:26	17:44	19:14
13 November 2018	05:41	07:24	12:44	15:24	17:43	19:13
14 November 2018	05:42	07:25	12:44	15:24	17:42	19:13
15 November 2018	05:43	07:26	12:44	15:23	17:41	19:12
16 November 2018	05:44	07:27	12:44	15:22	17:40	19:11



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VISIT ANKARA

Brochures including information about shopping areas, sightseeing and other hotels can be accessed via:

<http://www.ankaraka.org.tr/en/publication.asp?id=36>

<http://www.insightguides.com/destinations/europe/turkey/ankara/overview>

You can also find some essential information on the official tourism portal of Turkey:

<http://www.hometurkey.com/>

Emergency Numbers:

Ambulance: 112

Police: 155

Fire: 110

CONTACT INFORMATION

FOR CONTENT OF THE WORKSHOP

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FOR LOGISTICAL ISSUES

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