

## Steering Group Meeting

*Istanbul, Turkey  
3 October 2005*

### LOGISTICAL INFORMATION NOTE

#### Meeting Venue

1. The MENA-OECD Steering Group meeting will take place on the **3<sup>rd</sup> of October** at the **Istanbul Chamber of Commerce**, Resadiye Cad.  
Istanbul Ticaret Odasi Kat 6, 34112 Eminonu/Istanbul, Turkey.

Pick ups will be arranged from the **Dedeman Hotel** and from the **Pera Palas Hotel** at **08:00h**

2. In the evening of the **2<sup>nd</sup> of October**, a reception/dinner will take place at

**the Pera Palas Hotel**, Mesrutiyet Cad. 98/100, Tepebasi 80050, Istanbul.

Pick ups will be arranged from the **Dedeman Hotel** at **19:00h**.

3. If necessary, meetings can continue on the 4<sup>th</sup> of October in the morning in the OECD Istanbul Centre, 19 Mayıs Ishani, 3<sup>rd</sup> floor, Eminonu, Istanbul, Turkey.

#### Airport transfer

Pick up from the airport can be provided upon request by the Istanbul Centre. The price is 50€ for one transfer. Participants can send their requests for pick up to Susanne Szymanski at [Susanne.Szymanski@oecd.org](mailto:Susanne.Szymanski@oecd.org) no later than **29 September**.

#### Registration

**There is no registration fee.** Delegates must pre-register for the event. A registration form is enclosed and should be sent to (those who have already sent the form, please do not submit another form):

Ms. Susanne Szymanski at [Susanne.Szymanski@oecd.org](mailto:Susanne.Szymanski@oecd.org) or Mr. Patrice Dubus at [Patrice.Dubus@oecd.org](mailto:Patrice.Dubus@oecd.org).

The meeting registration desk will be open from 08:30 on Monday 3<sup>rd</sup> October. On registering, participants will receive a badge and a folder of meeting materials.

#### Hotel Accommodation

For your convenience, a negotiated rate for participants at **Dedeman Hotel** has been arranged at 79€ for a single and 87€ for a double room (incl. VAT) and also at the **Pera Palas Hotel** at 65€ for a single room and 83€ for a double room (incl. VAT). Participants can send their request for reservation to Ms. Susanne Szymanski at [Susanne.Szymanski@oecd.org](mailto:Susanne.Szymanski@oecd.org). The deadline for hotel **reservation requests is 29 September**. Requests for reservations should include exact information on the arrival/departure dates, flight details and if pick up is required.

##### **Dedeman Hotel**

Yildiz Posta Caddesi (street) No. 50  
Esentepe- Istanbul  
Tel: (90) 212 274 88 00  
Fax: (90) 212 275 11 00  
Web: [www.dedemanhotels.com](http://www.dedemanhotels.com)

##### **Pera Palas Hotel**

Mesrutiyet Cad. 98/100  
Tepebasi 80050, Istanbul  
Tel: (90) 212 251 45 60  
Fax: (90) 212 251 40 88 89  
Web: [www.perapalas.com](http://www.perapalas.com)

## Contacts

For further information and enquiries, please contact:

**Ms. Susanne Szymanski**

MENA-OECD Investment Programme  
OECD, Paris, France  
Tel: + 33 1 45 24 98 91  
Fax: + 33 1 44 30 61 35  
Email: Susanne.Szymanski@oecd.org

**Mr. Patrice Dubus**

MENA-OECD Investment Programme  
OECD, Paris, France  
Tel: + 33 1 45 24 97 30  
Fax: + 33 1 44 30 61 35  
Email : Patrice.Dubus@oecd.org

**Mr. Alexander Boehmer**

MENA-OECD Investment Programme  
OECD, Paris, France  
Tel: + 33 1 45 24 19 12  
Fax: + 33 1 44 30 61 35  
Email: Alexander.Boehmer@oecd.org