**INTERNATIONAL ELECTROTECHNICAL COMMISSION SYSTEM FOR**

**CERTIFICATION TO STANDARDS RELATING TO EQUIPENT FOR USE**

**IN EXPLOSIVE ATMOSPHERES (IECEx SYSTEM)**

**GENERAL INFORMATION**

**ON THE MEETINGS OF THE IECEx SYSTEM**

**to be held in Dubai, United Arab Emirates**

**23 – 27 September 2019**

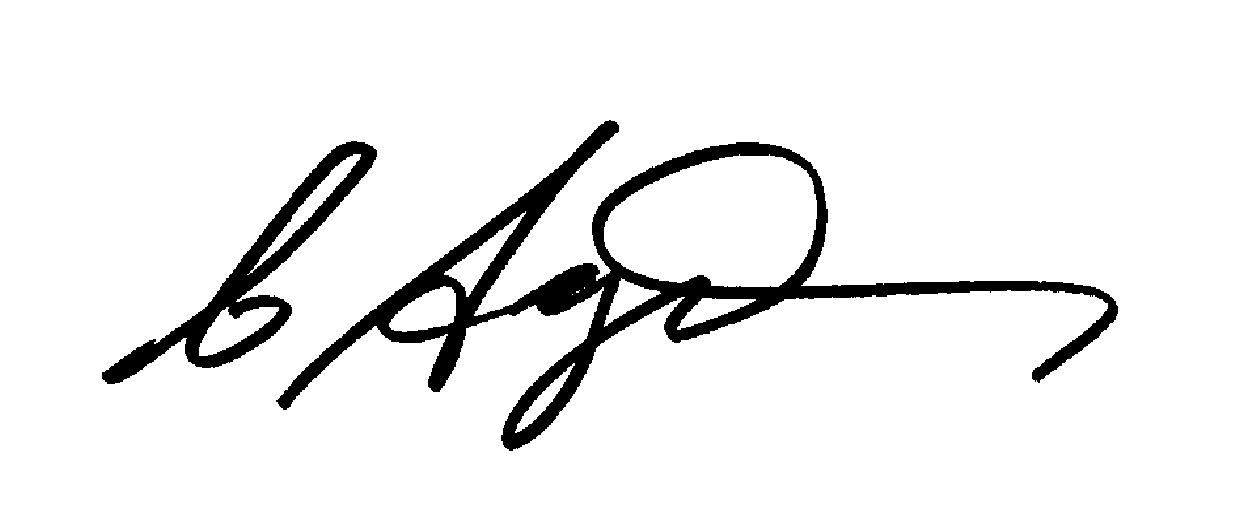
**Dear Colleagues,**

**This document contains details relating to the IECEx System Meetings to be held in Dubai, United Arab Emirates, 23 to 27 September 2019 to enable your planning.**

**Details relating to general information, online meeting registration and accommodation bookings are included.**

**I thank you in anticipation of your assistance and invite you to contact me should you have any questions relating to the meetings.**

**Kind regards,**

****

**Chris Agius**

**IECEx Secretariat**

|  |  |
| --- | --- |
| **Address:**  **Level 33, Australia Square**  **264 George Street**  **Sydney NSW 2000**  **Australia** | **Contact Details:**  **Tel: +61 2 4628 4690**  **Fax: +61 2 4627 5285**  **e-mail:chris.agius@iecex.com**  [**http://www.iecex.com**](http://www.iecex.com) |

|  |
| --- |
| **ON THE MEETINGS OF THE IECEx SYSTEM**  **to be held in Dubai, United Arab Emirates**  **23 - 27 September 2019** |

|  |
| --- |
| **MEETING LOCALE** |

This years IECEx series of meetings will be held in the city of Dubai, United Arab Emirates. Dubai is located on the Eastern coast of the Arabian Peninsula, in the south-west corner of the Arabian Gulf. It is Extermely well known for its warm hospitality and rich cultural heritage, and the Emirati people are welcoming and generous in their approach to visitors. With year-round sunshine, intriguing deserts, beautiful beaches, luxurious hotels and shopping malls, fascinating heritage attractions and a thriving business community, Dubai receives millions of leisure and business visitors each year from around the world.

The meeting venue is located in the heart of Dubai and in close proximity to the City’s best attractions, including:

|  |
| --- |
| * **The Dubai Mall** - Located in the heart of the prestigious Downtown Dubai, **The Dubai Mall** is the **World’s largest and most-visited retail and entertainment destination**, which welcomes more than 80 million visitors annually. (<https://thedubaimall.com/>) *Places to visit: Burj Khalifa, Dubai Fountain, Dubai Aquarium, KidZania, VR Park.* * **Burj Khalifa -** With a total height of over 828 meters and more than 160 stories, **Burj Khalifa** is the **Tallest Building in the World**. (<http://www.burjkhalifa.ae/>) * **Dubai Frame -** The UAE’s latest cultural landmark, **Dubai Frame** is an iconic structure that ‘frames‘ impressive views of Old and New Dubai. (<https://www.dubaiframe.ae/>) * **Burj Al Arab -** The **Burj Al Arab** is one of the most luxurious hotels to stay in. It has been called “**The World’s Only 7-Star Hotel“**. The sail-shaped hotel stands 321 meters high, is 14 meters taller than the Eiffel Tower and only 60 meters shorter than the Empire State Building. (<https://www.jumeirah.com/en/inspireme/wanderlust/luxury/15-amazing-facts-about-the-burj-al-arab/>) |

**Useful links:**

* <https://www.visitdubai.com/en>
* <https://visitabudhabi.ae/ae-en/default.aspx>

|  |
| --- |
| **MEETING VENUE** |

The meetings will all be held at:

**Sofitel Dubai Downtown**

Sheikh Zayed Road, Downtown-Dubai,

United Arab Emirates

Tel: (+971) 4-5036666

Fax: (+971) 4-5036667

Web: <http://www.sofitel-dubai-downtown.com/>

|  |
| --- |
| **MEETING SCHEDULE** |

|  |  |  |
| --- | --- | --- |
| **Meetings of the IECEx System: Dubai, UAE**  **Meeting Schedule: 23-27 September 2019** | | |
| **Date** | **Meeting** | **Location** |
| **Monday**  **23 September 2019** | **ExTAG Training Workshop**  **(09:00 – 13:00)**  ***Assessors / Applicant Assessors are expected to attend.*** | **Sofitel Dubai Downtown**  **Diamond Ballroom** |
| **Assessor Training: Afternoon**  **(14:00 – 16:30)**  ***Assessors / Applicant Assessors only*** |
| **ExTAG Reception: Evening Cocktail**  **(17:30 – 19:30)** | **Sofitel Dubai Downtown**  **Diamond Ballroom** |
| **Tuesday**  **24 September 2019** | **ExTAG Meeting: Full day**  **(09:00 – 17:00)** | **Sofitel Dubai Downtown**  **Diamond Ballroom** |
| **Wednesday**  **25 September 2019** | **Industry Meeting**  **IECEx – ECASEx: Global Alignment**  **(10:00 – 14:00)** | **Sofitel Dubai Downtown**  **Diamond Ballroom** |
| **Thursday**  **26 September 2019** | **ExMC Meeting: Full day**  **(09:00 – 16:00)** | **Sofitel Dubai Downtown**  **Diamond Ballroom** |
| **ExMC Gala Reception: Networking/Dinner**  **(17:30 – 22:30)** | **Sofitel Dubai Downtown**  **Diamond Ballroom** |
| **Friday**  **27 September 2019** | **ExMC Meeting: Full Day**  **(09:00 – 17:00)** | **Sofitel Dubai Downtown**  **Diamond Ballroom** |

|  |
| --- |
| **DAILY BREAKDOWN OF ACTIVITIES** |

**Day 1 – 23 September 2019 (Monday)**

**09:00 – 13:00** **ExTAG Training Workshop**

*10:30 – 11:00* *Morning Coffee Break*

*13:00 – 14:00 Lunch*

**14:00 – 16:30** **Assessor Training: Afternoon**

*15:30 – 15:45* *Afternoon Coffee Break*

**----------**

***17:30 – 19:30 ExTAG Reception: Dinner/Networking***

**Day 2 – 24 September 2019 (Tuesday)**

**09:00 – 13:00** **ExTAG Meeting**

*10:30 – 11:00* *Morning Coffee Break*

*13:00 – 14:00 Lunch*

**14:00 – 17:00** **ExTAG Meeting**

*15:30 – 16:00* *Afternoon Coffee Break*

**Day 3 – 25 September 2019 (Wednesday)**

1**0:00 – 14:00** **IECEx-ECASEs Industry Meeting: Global Alignment**

*11:00 – 11:30* *Morning Coffee Break*

**Day 4 – 26 September 2019 (Thursday)**

**09:00 – 13:00** **ExMC Meeting**

*10:30 – 11:00* *Morning Coffee Break*

*13:00 – 14:00 Lunch*

**14:00 – 16:30** **ExMC Meeting**

*15:30 – 16:00* *Afternoon Coffee Break*

**----------**

***17:30 – 22:30 ExMC Gala Reception: Dinner/Networking***

**Day 5 – 27 September 2019 (Friday)**

**09:00 – 13:00** **ExMC Meeting**

*10:30 – 11:00* *Morning Coffee Break*

*13:00 – 14:00 Lunch*

**14:00 – 17:00** **ExMC Meeting**

*15:30 – 16:00* *Afternoon Coffee Break*

|  |
| --- |
| **LUNCHES AND REFRESHMENTS** |

Two coffee breaks (10:30 – 11:00 and 15:30 – 16:00) with light refreshments, flavoured teas, coffee, and juices will be provided daily according to the schedule above for delegates ONLY.

Lunch from 13:00 – 14:00 will also be provided daily at meetings according to the schedule above for delegates ONLY.

|  |
| --- |
| **MEETINGS REGISTRATION** |

Confirm your registration to the meetings by completing the online form at <http://iecex.iec.ch/events/pg.xsp?v=ae>

Once you have registered, you will receive an automated e-mail response to your registration. If you have any question or should you face any difficulties relating to the use of the Online System, please contact [mark.amos@iecex.com](mark.amos@iecex.com%20)

Note: ExTAG and ExMC delegates can attend the Industry Meeting **“*free of charge“***. However, we strongly urge that delegates to only register if they are certain to attend so as to minimize **“NO SHOWs“** and therefore maximize attendance in during the industry meeting.

For any further questions or details, please contact the Organising Committee or the IECEx Secretariat, contact details below:

|  |
| --- |
| **ESMA – Organising Committee**  Marco Intalan, Conformity Affairs Department  Emirates Authority for Standardization and Metrology  P.O. Box 48666, Dubai  United Arab Emirates  Tel: +971 4 2084360  Mobile: +971 50 1302296  Email: [marco@esma.gov.ae](mailto:marco@esma.gov.ae) |

With a copy to:

|  |
| --- |
| **IECEx Secretariat**  Ms. Christine Kane, IECEx Secretariat  Level 33 Australia Square  264 George Street  Sydney NSW 2000 Australia  Tel: +61 2 4628 4690  Fax: +61 2 4627 5285  Email: [christine.kane@iecex.com](mailto:christine.kane@iecex.com) |

The Registration Desk will be available outside the Diamond Ballroom on the following days and times:

|  |  |
| --- | --- |
| **Date** | **Time** |
| Sunday, 22 September 2019 | 14:00 – 17:00 |
| Monday, 23 September 2019 | 07:30 – 09:00 |
| Tuesday, 24 September 2019 | 07:30 – 09:00 |
| Wednesday, 25 September 2019 | 07:30 – 09:00 |
| Thursday, 26 September 2019 | 07:30 – 09:00 |
| Friday, 27 September 2019 | 07:30 – 09:00 |

|  |
| --- |
| **ExTAG RECEPTION – 23 SEPTEMBER 2019** |

ExTAG delegates and accompanying persons are invited to attend a reception after the ExTAG meetings adjourn.

Date: Monday, 23 September 2019

Time: 17:30 – 19:30

Dress code: Business Casual

Venue: Sofitel Dubai Downtown Hotel, Diamond Ballroom

Delegates are asked to indicate whether they will attend the reception when completing meeting registration form, including number of accompanying persons.

*In respect of local customs in the UAE regarding food and beverages served at the Monday Reception and Thursday Dinner … please note that there will be no alcoholic drinks and the food will be halal food*.

|  |
| --- |
| **ExMC RECEPTION – 26 SEPTEMBER 2019** |

ExMC delegates and accompanying persons are invited to attend a reception after the ExMC meetings adjourn.

Date: Thursday, 26 September 2019

Time: 17:30 – 22:30

Dress code: Business Casual

Venue: Sofitel Dubai Downtown Hotel, Diamond Ballroom

Delegates are asked to indicate whether they will attend the reception when completing meeting registration form, including number of accompanying persons.

*In respect of local customs in the UAE regarding food and beverages served at the Monday Reception and Thursday Dinner … please note that there will be no alcoholic drinks and the food will be halal food*.

|  |
| --- |
| **PASSPORTS AND VISAS** |

Delegates and Participants are advised to check their local travel agency about regulations regarding passport, visas and other necessary travel arrangements. The UAE provides several types of visas and offer “Visa on Arrival“ facilities to select nationalities.

For more information, please visit the following links:

<https://www.visitdubai.com/en/travel-planning/travel-tools/visa-and-entry-information>

<https://www.emirates.com/english/before-you-fly/visa-passport-information/uae-visas/>

In case a letter of invitation is required for visa application purposes, please contact Marco Intalan ([marco@esma.gov.ae](mailto:marco@esma.gov.ae)) with the required documents and the completed visa invitation letter request form.

|  |
| --- |
| **HOTELS AND ACCOMMODATIONS** |

The United Arab Emirates showcases a wide range of hotels and other accomodations alternatives. It is recommended that delegates stay at the Sofitel Dubai Downtown Hotel (details below) however there are numerous hotels/accomodations (ranging from 5 stars to budget friendly accomodations) that are in close proximity of the meeting venue.

**Sofitel Dubai Downtown**

Sheikh Zayed Road, Downtown-Dubai,

United Arab Emirates

Tel: (+971) 4-5036666

Fax: (+971) 4-5036667

Email: [H7492-SL14@sofitel.com](mailto:H7492-SL14@sofitel.com)

**Booking and Delegate Rates:**

**To book your accommodation please send an email with your requirements to Ms. Rihab from Sofitel via email:** [H7492-SL14@sofitel.com](mailto:H7492-SL14@sofitel.com)**with “IECEx 2019 – 23 September – 27 September 2019” in the subject field.**

**Rates:**  
Single Room Rate: AED 500.00+++ per room per night  
Double Room Rate: AED 550.00+++ per room per night

The above-mentioned room rates are:

* Quoted in UAE Dirhams, per room per night
* Subject to 10% service charge, 7% municipality fees and 5% VAT
* Subject to AED 20 tourism Dirham Fee per room per night
* Inclusive of international buffet breakfast n our all-day-ding restaurant "Les Cuisines"
* Inclusive of complimentary WiFi internet access in guestrooms and meeting space

|  |
| --- |
| **ARRIVAL AND DEPARTURE** |

**ARRIVAL BY AIR**

**Dubai International Airport (DXB)**Located in the Al Garhoud district and ten minutes from the city centre, the airport is conveniently accessible via limousine, taxi, bus and the Dubai Metro.

**Abu Dhabi International Airport (AUH)**

The airport is conveniently accessible via limousine, taxi, bus and shuttle bus.

**Sharjah International Airport (SHJ)**The airport is conveniently accessible via limousine, taxi, bus and shuttle bus.

**Fujairah International Airport (FJR)**

The airport is conveniently accessible via limousine, taxi, bus and shuttle bus.

**Arrival via Dubai International Airport (DXB):**

Directions to the venue:

***By Dubai Metro (Train)***

From Dubai International Airport (Terminal 1 or 3) take the Dubai Metro (Red Line) and get-off at the Burj Khalifa/Dubai Mall Metro Station.

No. Of Terminals to Venue:

From Terminal 3 = 12 stations

From Terminal 1 = 11 stations

Estimated Travel Time: 32 minutes

For more information including fares and timetables, please refer to the link below:

<https://www.nol.ae/RtaPortal/ShowDoc/StaticContentRepository1/pdf/en/NOL_Brochure>

***By Taxi***

When taking airport taxis or normal taxis, please direct your driver to Sofitel Dubai Downtown Hotel near Dubai Mall (along Sheikh Zayed Road).

Reference (Google Maps): <https://goo.gl/maps/WW7T8ndjRKM2>

Venue website: <http://www.sofitel-dubai-downtown.com/>

Estimated Travel Time: 15 minutes

Estimated Cost: 60 – 70 AED (19 USD / 17 EUR)

**Arrival via Abu Dhabi International Airport (AUH):**

Directions to the venue:

***By Bus***

Shuttle buses are available from Abu Dhabi and stopping in (closest terminal) Ibn Batutta Metro Station where delegates can transfer from bus to metro train to get to the venue.

***By Taxi***

Taxis are available from Abu Dhabi International Airport to transport delegates to the venue.

When taking airport taxis or normal taxis, please direct your driver to Sofitel Dubai Downtown Hotel near Dubai Mall (along Sheikh Zayed Road).

Reference (Google Maps): <https://goo.gl/maps/d4UzDaSEE862>

Venue website: <http://www.sofitel-dubai-downtown.com/>

Estimated Travel Time: 1 hour 7 minutes

Estimated Cost: 200 – 250 AED (55 USD / 49 EUR)

***Driving***

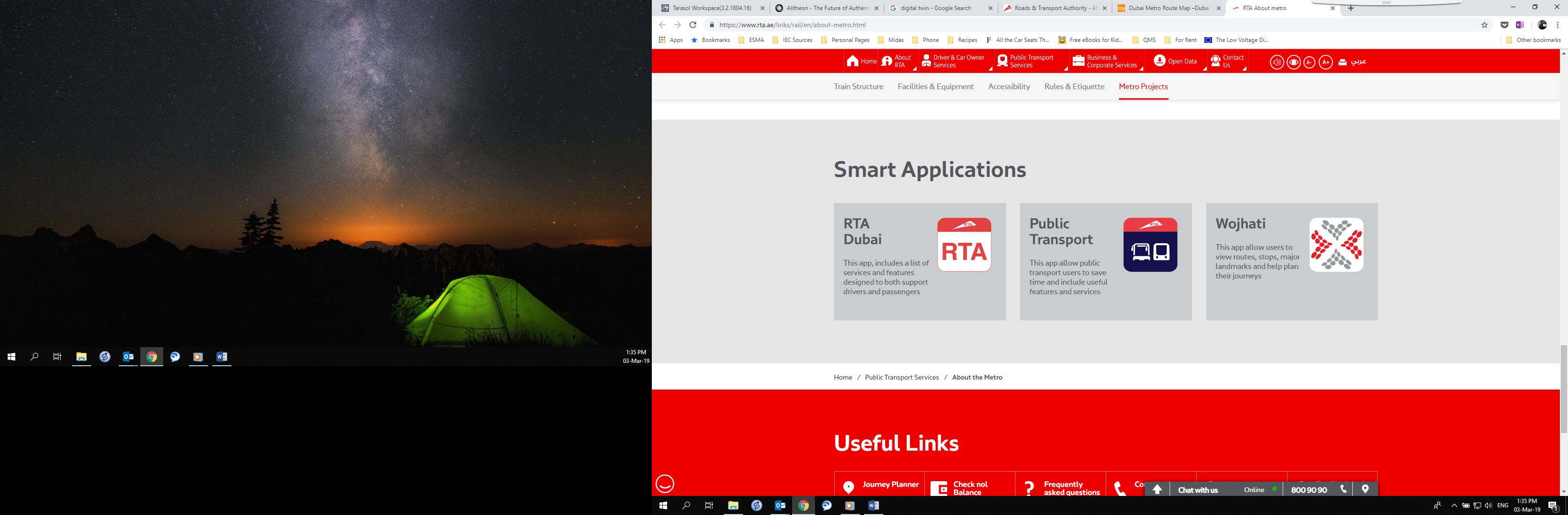
Cars are driven on the right hand side of the road. Seat belts must be worn in the front and it is recommended that passengers buckle up in the back as well. Speed limits vary from around 70 kmph in built up areas to 120 kmph on the highways. There are plenty of speed cameras and zero tolerance for drinking and driving.

***Hiring a Car***

The minimum age for renting a vehicle is usually 21. A credit card, valid driving license and passport copy are required for the rental procedure. Some hire companies have representative desks in the main hotels.

***Local Transport***

Dubai is a well connected city that utilizes public/private transportation means from taxis, limousines, buses and trains. Residents can access these modes of transportation easily through normal means or via mobile/smart apps such as below (avaible for download through Android and Apple Stores):



For more information, please visit <https://www.rta.ae/wps/portal/rta/ae/public-transport>.

Uber and Careem mobile smart apps are also available for use.

|  |
| --- |
| **LANGUAGE AND COMMUNICATIONS** |

Arabic is the official & national language for the UAE. English is widely spread in UAE that is why traffic and roads signage, stores and supermarkets signboards and restaurant menus are all available in both languages. Spoken and written Arabic is widely used more in streets and shop signboards as you move away out of cities.

Telecommunication services are provided by two (2) carriers namely [Etisalat](https://www.etisalat.ae/en/index.jsp) and [Du](https://www.du.ae/personal). Visitors can purchase tourist SIM cards from the arrival area of the International Airports or any local stores within the city.

|  |
| --- |
| **CURRENCY AND BANKING** |

**CREDIT CARDS**

American Express, Diners Club, Eurocard, MasterCard, Visa and some other credit cards are accepted in most hotels, restaurants and shops, although both American Express and Diners Club are less acceptable.

**CURRENCY**

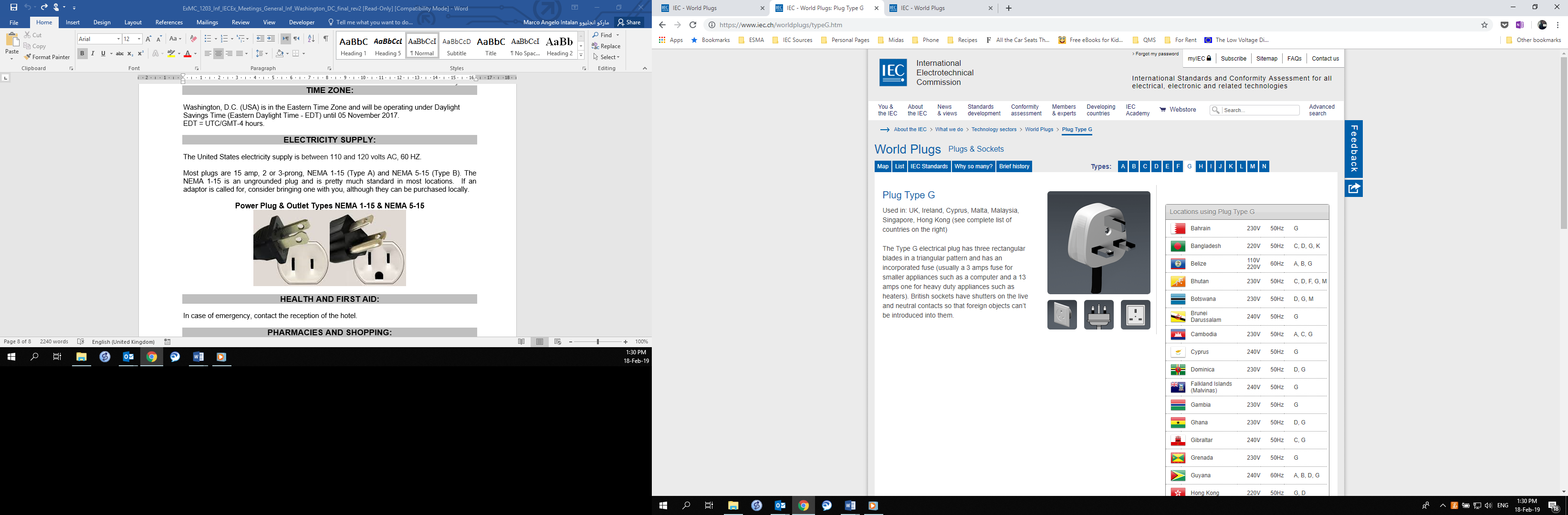
Local currency in Dubai consists of Dirhams and Fils. 1 UAE Dirham = 100 Fils

Dubai has both local and international banks as well as remittance and currency exchange houses. Commercial transactions like restaurants, purchases, etc. are either done through cash transactions or credit cards (Visa/Mastercard).

|  |
| --- |
| **ELECTRICITY SUPPLY AND PLUG TYPE** |

The United Arab Emirates electricity supply mains is 220-240Vac – 50Hz and uses a Type G plug as shown below. .

It is strongly recommended to delegates to bring their own plug adaptors. However, they can request plug adaptors in the hotel or purchase their own upon arrival.



|  |
| --- |
| **TIME ZONE AND CLIMATE** |

Local time is GMT + 4 hours, all year round.

Dubai is located in the Arabian Peninsula (UTC/GMT +04:00) and has an average temperature of 39˚C (100˚F) High / 28˚C (77˚F) during the month of September.

|  |
| --- |
| **CLOTHING AND DECORUM** |

***Dress code in public.*** Dubai is a cosmopolitan city that is a melting pot of diverse cultures and religious faiths. All attires and cultural preferences are generally acceptable. Swimwear is permissible on beaches, pool and spa areas and for water-based entertainment but is not considered appropriate in areas such as business districts and shopping malls. It is pertinent to note that in the more historical quarters of the city and places of religious worship, dressing conservatively is appreciated. In mosques, clothing that covers shoulders, arms and legs and head scarves for women, are required.

***Public displays of affection.*** Local tradition provides that handshakes should be initiated by woment as a sign of respect and that public displays of affection are kept to a minimum. Holding hands is acceptable; but kissing and hugging in public areas is not permitted.

***Drinking alcohol.*** Alcohol is served in licensed establishments such as hotels, bars and specialised shops to those over 21 years of age. However, drunk and disorderly conduct and drunk driving are not acceptable. Use or possession of illegal drugs is also striclty prohibited.

|  |
| --- |
| **SECURITY AND HEALTH** |

The United Arab Emirates (UAE) is the 2nd safest country in the world trailing behind Finland, according to a report from the World Economic Forum (WEF) 2017. It is also one of the most secure destinations (2nd), and has a well-developed hospitality and entertainment infrastructure (27th).

For any emergency, please notify your hotel reception or you can call the following numbers while anywhere in the UAE:

* 999 for Police
* 998 for Ambulance
* 997 for Fire Department (Civil Defence)
* 996 for Coastguard

|  |
| --- |
| **BUSINESS AND SHOPPING** |

**SHOPPING**

Shopping centers in Dubai form a major portion of the city's skyline. You can see a plethora of skyscrapers vying for their own little space in the all-encompassing sky. Most tourists from across the globe come here lured by the thrill and amusement of [shopping in Dubai](http://www.middleeasthub.com/dubai/tourist-attractions/shopping-in-dubai.html). Dubai's shopping centers are perpetually swarming with locals and tourists on [Dubai tours](http://www.middleeasthub.com/dubai/tours-to-dubai/). Sprinkled all across the emirate, Dubai shopping centers have been giving strong competition to the prime shopping destinations like Singapore, New York, Paris, etc. Second to none in their architectural magnificence, these Dubai shopping markets have become some of the biggest [tourist attractions of Dubai](http://www.middleeasthub.com/dubai/tourist-attractions/).

**BUSINESS HOURS**

The working week for both the private and public sectors runs from Sunday to Thursday, although many private companies work 6 (or 5½) days taking only Friday off. Under the Labor Law only Friday is an official day off. Shops and Malls usually open daily from 10am – 11pm, closing later on the weekends.

On **Friday** all shops close for Prayer Time between 11.30 am and 1.30 pm and the malls open at 2 pm, until late. However, Petrol stations and hotels maintain their service during the Friday prayers

|  |
| --- |
| **TOURISM AND OTHER ACTIVITIES** |

***Essential Guide to Dubai.*** <https://www.visitdubai.com/en/articles/the-essential-guide-to-dubai>