



WELCOME TO WFP JORDAN

JORDAN Office
SYRIA Regional Emergency Coordinator's Office
IRAQ Liaison Office
JORDAN EMOP Office



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BEFORE YOUR ARRIVAL

VISA AND IMMIGRATION

JORDAN VISA

please note that holders of UNLPs are permitted a visa on arrival at the immigration desk of Queen Alia International Airport. Please confirm if you have a valid UNLP. If you do not hold a UNLP, please note the following:

- Entry visas are not required for citizens from Bahrain, Egypt, Hong Kong, Japan, Kuwait, Oman, Qatar, Saudi Arabia, South Africa, Syria, United Arab Emirates, Vatican and Yemen.
- Everyone else needs a visa, most nationalities can obtain a visa in the airport upon arrival.
- <http://www.worldtravelguide.net/jordan/passport-visa>

Please be sure that you have reviewed Jordan's Visa requirements before travelling.

Any Visa expenses will be reimbursed to you when you submit a receipt or photocopy of your passport with Visa, together with your Travel Expense Claim (TEC).

Kindly be advised that it is the individual traveller's responsibility to ensure all travel documents (passports, visas, etc.) are in place before starting duty travel.

For further information on this – please feel free to visit the WFP Protocol Office website <http://go.wfp.org/web/protocol>

If you have any queries – you may write directly to the Protocol office at adho.unlp.visa@wfp.org

The traveller must also ensure that they have completed their UNDSS Security Clearance.

Important note: VHF radios are typically confiscated by Jordanian authorities upon arrival and are very difficult to recover. Staff members are advised not to travel to Jordan with VHF radios.

GETTING TO AMMAN

A taxi from the airport to Amman/hotels should not cost more than 20 – 25 Jordanian Dinar.

Taxi drivers only accept Jordanian Dinar – cash (the airport has bank machines as well as Foreign Currency Exchanges).

You should agree on a price before getting into a taxi – and if you have any trouble upon arriving to the hotel, simply speak with Reception before paying. Upon arrival at the

WFP Compound in Amman please be sure that your first visit is to the Administrative Office.

The address for the WFP compound in Amman is:
Al-Jubaiha, Dayhat Al-Rasheed, 28 Al-Wefaq Street, P.O.Box: 930727, Amman 11193, Jordan.

Fax: +962 6 5156731

Phone: +962 6 5156493 - +962 6 5154009

HOTELS AND ACCOMMODATION

Administration Unit recommends the following hotels:

- Kempinski Hotel, 5- star hotel: 89.5 JOD per night for a single room including Wi-Fi and breakfast.
- Landmark Hotel, 5-star hotel: 77 JOD per night for a single room including Wi-Fi and breakfast.
- Ibis Hotel, corporate hotel: 64 JOD per night for a single room including Wi-Fi and breakfast.
- By the Lemon Tree, a very luxurious and professional/executive hotel-style residence: 64 JOD per night for a single room including Wi-Fi and breakfast. Suitable for longer stays.

Please advise if you need Administration to book a room for you.

Alternatively, you will find a list of United Nations, recommended hotels in Jordan.

Please be sure to book your hotel in advance of your arrival & receive your UN DSS Security Clearance.

CURRENCY

This Operational Rate of Exchange is intended only for the internal record-keeping of the United Nations.

No warranty of accuracy is given and the United Nations assumes no responsibility in connection with the publication of these rates. Generally, the rates are updated monthly, based on market conditions. Adjustments are also made following official government devaluations or revaluations.

MEDICAL CLEARANCES

No Vaccinations are required to enter Jordan.

JOD
Jordanian Dinar
Rate \$ 0.708
01 May 2013

Once in Amman – WFP Compound Information

Public transportation

Reliable transportation in Jordan includes taxis and buses, no trains or subways are available.

1. Yellow Taxis:



are more reliable and available than buses.

Always use an official taxi, licensed by the city of Amman. They are yellow, with a "TAXI" sign on the roof and green plates. They have a meter, which should always be used, unless a certain price was agreed on. The meter starts running when you get in.

The below taxi drivers have been vetted by various WFP Staff members and recommended for their good / professional services.

Abu Firas: 079-920-5354
Mahmoud: 079-560-8693
Tariq: 077-731-8987
Jamal: 079-965-1004
Moutasim: 079-566-7644

Please be advised that the Administration Unit does not accept any type of responsibility for the services provided.

Rental Vehicles

• Easy car

Easy Car provides a variety of quality, newer vehicles to choose from, with all models being from year 2009 to 2014. Vehicles are regularly serviced and thoroughly cleaned to ensure a pleasant and reliable driving experience for your stay in Jordan. Personal drivers and navigation systems are also available and the 24 hour emergency service is always on call for your convenience and peace of mind.

King Abdullah Gardens
Amman, Jordan.
Tel: (962-6) 078-650-5364 (24 hours)
Business Hours: 9am-7pm

Airport/ Gulf Station
Amman, Jordan.
Tel: (962-6) 078-650-5364 (24 hours)
Business Hours: 9am-7pm

2. Private Taxis:

You can order a private taxi and agree on the price, which is JD 5-10 inside Amman and can jump up to 50 JODs when travelling outside Amman.

• Dallah Taxi:

Dallah Taxi provides the following transportation throughout Jordan:

Airport transportation, guest tours, tourist tours, tailored tours

Contact Information

Telephone: +962-6 4611265
Mobile: +962 79 7122294
Email: info@dallah-jo.com

• Mumayaz Taxi:



(Mumayaz) Taxi service throughout Amman. Mumayaz taxis are silver Toyota or Mercedes vehicles.

You can call (+962-6 – 5799999) to request a taxi to come pick you up at your doorsteps.

Toyota taxi meter at day starts at .0.580 JD and, meter fare is .21JD per 100 meters.

At night the meter starts at .0.700JD and meter fare is .29JD per 100 meters.

King Hussein Bridge
(Near Dead Sea)
Amman, Jordan.
Tel: (962-5) 358-2555
Business Hours: 9am-7pm

• Dallah Rent A car

You can get a quotation and make a reservation online at www.dallah-jo.com. Just go to the car or van rental pages and follow the simple and quick reservation procedure.

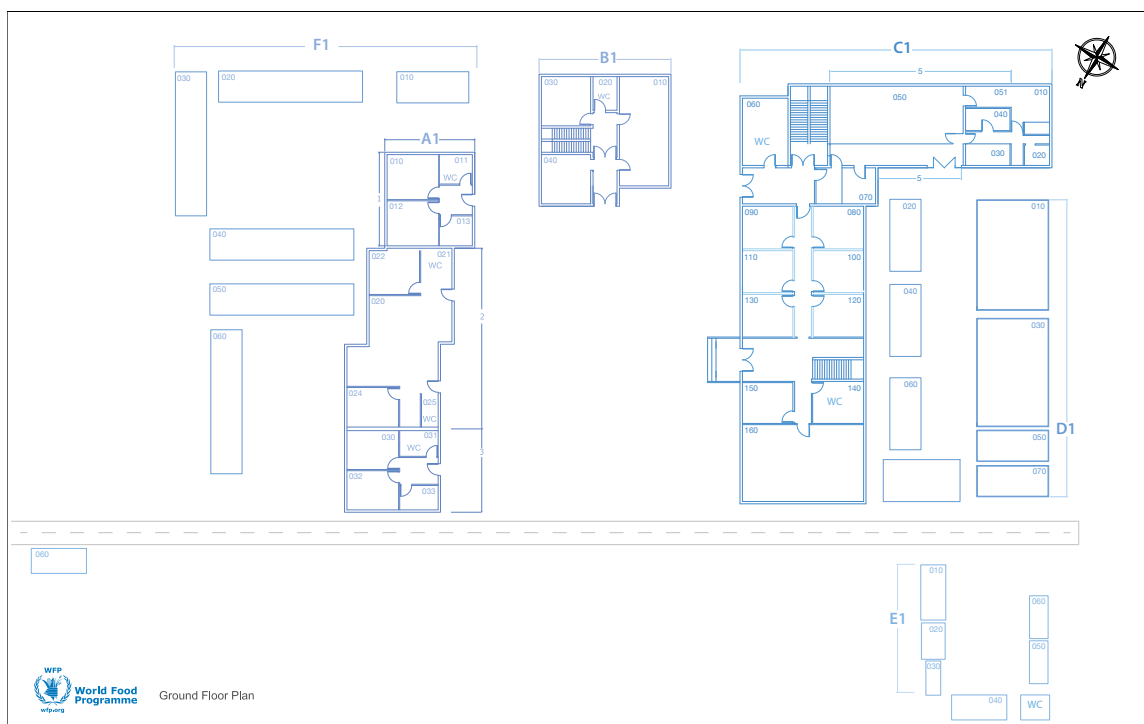
Or Call Dallah Reservation on +962 6 5511112 ext. 100 or mobile # +962 797122294.

WFP compound



The Building

The address for the WFP compound in Amman is:
 Address: Al-Jubaiha, Dayhat Al-Rasheed, 28 Al-Wefaq Street, P.O.Box: 930727, Amman 11193, Jordan.
 Fax: +962 6 5156731
 Phone: +962 6 5156493 - +962 6 5154009



Working hours:

The Regional Emergency Coordinator's Office management (REC and Jordan EMOP) has agreed to follow the flexible working hours proposed by the office of the UN Resident /Humanitarian Coordinator in Jordan as follows:

Sunday through Thursday: 08:00 to 16:00 or
 08:30 to 16:30 or
 09:00 to 17:00

Lunch break:

Cafeteria is available on site for coffee and lunch breaks:

Sunday through Thursday: 08:00 to 15:30

Parking lot:

Parking at the WFP compound is free for all employees.

Useful telephone numbers

Emergency Numbers

Government Emergency Contact number	911
Ambulance	193
Fire department	199
Security Police	191
Capital Police	192
Traffic police	0644888360
Head of Administration	+962 79 8674623
SO Security officer	+962 79 8997529
LSA Local Security Assistant	+962 79 9862498
LSA Local Security Assistant	+962 79 8674169

Information & Complaints

Information	+1212
International Information	1322
Foreign Ministry Emergency, Consular Affairs	0645501444
Water Authority	0645679141
Electricity Authority	0644750981
Telephone Repair	1214
Amman Municipality	0645359970
Women's ComplaintLine with JNCW	080022955
Food and Drug Quality Complaints	080022660

Designated Doctors and Hospitals

Dr. Sami Khurma	+962 79 5570050
Dr. Muhannad Barakat	+962 6 5608080
Dr. Nidal Hamad	+962 6 5920202
Dr. Taroub Khoury	+962 6 5678909
Al Khalidi Medical Centre	Jabal Amman – 3rd circle
Center Paramedics	+962 6 4644281

Settling In Amman

Permanent housing

• Mr. Fahed Bashiti

+962-6-580-5680 ext 4246
+962-798205776 mobile
f.bashiti@gweet.com
<http://www.gweet.com/>

• Eng. Tamer Abu Judom

Owner of Abu Judom Real Estate

+962-775666060
tamer@abujudom.com
<http://abujudom.com/>

• Downtown Real Estate

ahmed@downtown.jo

• Ahmad Ramahi

Ahmad.Ramahi@regus.com

T + 96 26 500 7236 F + 962 500 7300 M + 962 77 5555
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2000 locations, 750 cities, 100 countries

Nurseries and day care

• Jordan Kids academy Nursery

Jordan Kids Academy is a pre-school and nursery, that cares about kids education and activities in a healthy environment.

Telephone: 0776799933 – 0776799988

• The Little Academy

TLA encourages children to develop a positive self-image and a love of learning from which cognitive growth naturally follows.

Phone: 5858282
Email : thelittleacademy@hotmail.com

• Smart Star Academy

Our kindergarten program is designed to help each child reaches his/her full potential in an environment that is challenging and secure.

Phone: 5544035 – 6 -962+
Email: Info@smartstart-kg.com

International schools

AMERICAN COMMUNITY SCHOOL (ACS)

Amman, Jordan.
Tel: (962-6) 581-3944

AMMAN BACCALAUREATE SCHOOL (ABS)

Al Hijaz Street Dabouq
Amman, Jordan.
Tel: (962-6) 541-1191

AMMAN NATIONAL SCHOOL

Al Hijaz
Amman, Jordan.
Tel: (962-6) 541-1067, 541-1068

DE LA SALLE COLLEGE

Jabal Al-Hussein
Amman, Jordan.
Tel: (962-6) 566 6428

INTERNATIONAL ACADEMY-AMMAN

Sa'ad Khair Street, King Hussein Parks
Amman, Jordan.
Tel: (962

-6) 550-2055

INTERNATIONAL COMMUNITY SCHOOL (ICS)

Amman, Jordan.
Tel: (962-6) 479-0666

MODERN AMERICAN SCHOOL

Amman, Jordan.
Tel: (962-6) 586-2779, 586-3463, 581-0027, 586-2779

MODERN MONTESSORI SCHOOL

Amman, Jordan.
Tel: (962-6) 553-5190/4

NEW ENGLISH SCHOOL

Amman, Jordan.
Tel: (962-6) 551-7111/2/3/4/5/6

Other Information

Shopping centers

AL BARAKA MALL

Sweifieh
Amman, Jordan.
Tel: (962-6) 580-8888

City Mall

Al Madinah Al-Tybieh Street
Amman, Jordan.
Tel: (962-6) 586-8500; Customer Care: 586-8502

TAJ LIFESTYLE MALL

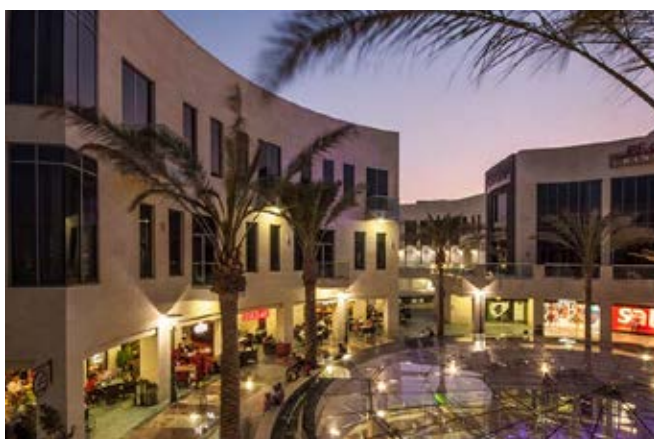
Abdoun
Amman, Jordan.

WAKALAT STREET SHOPPING AREA & FOUNTAIN PLAZA

Sweifieh
Amman, Jordan.

ZARA CENTER

Wadi Saqra Street
Amman, Jordan.
Tel: (962-6) 461-9624



Entertainment

You can visit <http://www.ammansnob.com/entertainment-amman.htm> to check the following:

- Adventure Parks
- Billiards & Snooker
- Bowling
- Cinemas/Movie theaters
- Cycling
- Crafts
- Cooking class
- Dance Classes
- Diving & Skydiving
- Go-Karting
- Horse riding
- Paintball & shooting



Tourist attractions

<http://international.visitjordan.com/>

Online services

AmmanSnob.com

The first and only directory of its kind in Amman. Now you can easily find information for the finest businesses of Amman.

Get phone numbers for making dinner reservations. Save time and money on the road by getting addresses, directions and numbers in advance.

Browse information and pictures of Amman businesses to find the ones that suit your taste.

Keep up-to-date on the new and upcoming restaurants, cafés, art galleries, beauty salons, designer shops, grocery stores and more!

A complete Amman visitor's guide to the best of Amman.
<http://www.ammansnob.com/>

BeAmman Website:

A site that was borne out of a love and passion for our city, and our desire to present Jordanians and visitors with all that Amman has to offer - from people to meet, places to see and things to do, to the challenges and opportunities that exist in the city.

<http://beamman.com/>

IFood Jo

Ifood.jo is a website that offers people the real deal. You can visit ifood.jo. Every popular restaurant in the entire country has a comfortable seat in their vast cushioned database. You can even place your order online in as fast as 30 seconds.

<http://ifood.jo/>