



CHEF DE MISSION SEMINAR GUIDE

Samsun, TURKEY

**FEBRUARY 18-21
2017**

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MEETING PLACE

The Second Chef de Mission Seminar will be held at the Sheraton Hotel in Samsun on February 20, 2017. The Sheraton Hotel is a 5-star Hotel which is 26 km away from the Çarşamba Airport.

ACCOMMODATION

Chefs De Mission will stay at the Sheraton Hotel. The Organizing Committee will cover the accommodation expense for one (1) participant from each country between 18-21 February 2017. Additional participants shall cover their accommodations.

Please find more information on room fees below:

Room Types	Board Types	Price per night and person
Single Room	Full Board	€ 80 Euro
Double Room	Full Board	€ 100 Euro

Includes:

- Accommodation expenses for one person on February 18-21, 2017,
- Full board (breakfast, lunch and dinner),
- Transfer from/to Samsun Airport,
- Local transportation.

Excludes:

- Visa expenses,
- Medical Insurance,
- Flight ticket,
- Overweight baggage,
- Additional person (accommodation)

TRANSPORTATION

During the Second Chef de Mission Seminar and Venue Inspections, all local transportations will be provided by the Organizing Committee.

Please find more information on transportation service below:

- Transfers of all participants from Çarşamba Airport to the Hotel
- Transportation services to be provided for the venue inspections,

Participants are free to use a bus or taxi for personal use. Apart from the CdM Program, all transportation expenses shall be covered by the participants.

MEAL SERVICE

During the stay of delegations, meals will be provided by the Organizing Committee. Meal services according to the Seminar Program are as follows:

19.02.2017	Lunch	TBA
	Dinner	TBA
20.02.2017	Lunch	TBA
	Dinner	TBA

INTERPRETER SERVICES

During the Seminar and Venue Inspections, interpreter services in International Sign will be provided for all participants.

VENUE VISITS

Venue inspections for all the competition venues will start on February 19, 2017 at 09:00 am.

CHEF DE MISSION PROGRAM

February 18, 2017

Arrivals of Delegations

February 19, 2017

08:45		Departure for Venue Visits
09:30	09:50	Samsun Tennis Club
09:50		Departure
10:05	10:25	Atatürk Sports Hall (Judo, Karate Taekwondo)
10:25		Departure
10:25	10:45	Canik 19 Mayıs Football Field
10:45		Departure
10:55	11:15	Hasan Doğan Spor Salonu (Basketball)
11:15		Departure
12:00	13:00	Öğle Yemeği
13:00		Departure
13:30	14:30	Deaflympics Village & Mountain Bike
14:30		Departure
14:55	15:05	Cycling Road (19 Mayıs)
15:05		Departure
		Bafra Futbol Sahası
15:40	16:20	Bafra Spor Salonu (Badminton)
		Bafra Yeni Atıcılık Poligonu
16:20		Departure
17:20	17:40	Atakum Olympic Swimming Pool
17:40		Departure
18:00	20:00	Free Time
20:00		Dinner

February 20, 2017

08:45		Departure for Venue Visit
09:20	09:45	Tekkeköy 19 Mayıs Stadium
09:45		Departure
09:50	10:10	Yaşardoğu Sports Hall (Basketball)
10:10		Departure
10:20	10:40	Bahattin Ekinci Sports Hall (Volleyball)
10:40		Departure
11:15	11:35	Mustafa Dağistanlı Sports Hall (Volleyball) & Plaj Voleybolu
11:35		Departure
11:40	11:55	Okçuluk Spor Salonu&Samsun Bowling Tesisi
12:00	13:00	Lunch
13:00	13:30	Free Time at the Hotel
13:30	15:00	Chef de Mission Seminar
15:00	15:30	Coffee-Break
15:30	17:00	Question & Answer Session
17:00	17:45	Preparation of Draw Ceremony
17:45	19:45	Draw Ceremony for Team Sports
20:00		Gala Dinner

DRESS CODE

For a more comfortable working environment during your stay in Samsun, we hope that the following information will be useful for you during the seminar and venue inspections:

Meeting	: Formal Dress for men and women
Venue Inspections	: Casual Dress
Official Dinners	: Formal Dress for men and women

INSURANCE

CdM participants will be responsible for their health insurance during their stay in Turkey. The OC has no responsibility for this matter.

VISA

Please refer to the official website (www.mfa.gov.tr) of the Turkish Interior Affairs Ministry on visa process for foreigners. In case of need an official invitation letter to submit to the Turkish Embassy in your country, we will send it to you upon your request.

ABOUT SAMSUN

General information about Samsun are as follows:

a) Weather Averages in February for Samsun

Average Temperature	7°C (45°F)
Average High Temperature	11°C (52°F)
Average Low Temperature	4°C (40°F)
Average Sunlight per day	3.5
Number of Wet Days	14 (50%)
Average Precipitation	50mm (2in)

b) National Currency

Turkish currency is Turkish Lira. Banks are open for service from 09am to 5pm. ATMs operate 24 hours a day.

c) Electricity

The voltage in Samsun is 220V. You can find a reference picture of the plug socket below:



d) Smoking

In Samsun, it is illegal to smoke in indoor public spaces, even under awnings or marquees.