



MEPEC 2024

MIDDLE EAST PROCESS ENGINEERING
CONFERENCE & EXHIBITION

MAY 6-8, 2024 | DHAHRAN EXPO, KINGDOM OF SAUDI ARABIA

organized by

AIChE
The Global Home of Chemical Engineers

exclusive host sponsor

aramco

AICHE MIDDLE EAST REGIONAL CHEM-E-CAR COMPETITION®

Host University



KING FAHD UNIVERSITY OF PETROLEUM & MINERALS
College of Chemicals and Materials

www.mepec.org

Manual

Main Contacts

Organizer

AIChE
www.aiche.org

Worldwide Energy Events Experts FZ LLC
www.e3-worldwide.com

Gina M. Gatto
ginag@aiche.org

Abeeha Fatima
abeeha@e3-worldwide.com

Official Stand Contractor and Custom Build Stand

ArabExpo
Saudi Arabia
www.arabexpo.me

Customer Service (general inquiries - extra orders)
mepecksa@arabexpo.me

Venue

Dhahran Expo
Eastern Province, Saudi Arabia
T: +966 13 840 0003
www.dhahranexpo.com.sa

Ramzi Naji Ghusn
r.ghusn@diec.com.sa

Official Freight Forwarder

Meritex International Freight Services Ltd
United Kingdom
T: +44 1392454999
M: +44 7515 923215
www.meritex.co.uk

Rasa Margyte
rasa@meritex.co.uk

Paul Sanders
paul@meritex.co.uk

Official Travel Agent

MCI Saudi Arabia
Saudi Arabia
M: +966 50 800 1275
www.wearemcigroup.com/en

Zia ur Rahman
ziaur.rehman@mci-group.com

About the Venue



Dhahran International Exhibitions Company “Dhahran Expo” considered as one of the largest exhibition companies in the Kingdom of Saudi Arabia. Since its inception, Dhahran Expo has consolidated its position as a leader in the exhibition industry in the area.

Dhahran Expo has a full range of services that can put together a customized solution for every event. The company supports the MICE industry by opening-up markets for its customers, hosting attentively with excellent care its clients, visitors and guests, before, during and after any event.

Dhahran Expo excel in creating brand leading, highly targeted events where people from around the world come together to do business and meet.

The venue, spread over an area of more than 300,000 sqm, offers world-class facilities and versatile spaces suitable for all kind of events, consisting of the following facilities:

- | | |
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| <ul style="list-style-type: none">• 6 exhibition halls of 24,400 sqm• Banquet hall of 1,000 sqm• 15 seminar rooms (each accommodates between 50 and 120 attendees)• Outdoor exhibiting area of more than 25,000 sqm• VIP halls• Meeting rooms | <ul style="list-style-type: none">• Business centre• Media centre• Organizer's offices• Cafeterias• Mosque• Parking areas |
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Visitor Parking and Prayer Room

Access to Dhahran Expo

Dhahran expo is located in the centre of the Eastern province, between the cities Khobar, Dammam, and Dhahran. The venue is easily accessible from different road links, just a 10-minute drive from the city centres, 35 minutes from King Fahd International Airport, 30 minutes from Bahrain, and 3.5 hours from Riyadh and Kuwait.

Address: 4344 Exhibition Rd As Saif, Dammam 34213, Eastern Province, Saudi Arabia P. O Box 7519, Dammam 31472 Saudi Arabia	Coordinates: 26.381223, 50.212678 T+966 13 840 0000 info@diec.com.sa http://www.dhahranexpo.com.sa/
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Visitors Parking

Dhahran Expo has multiple parking which are all operational during MEPEC 2024.

Prayer Rooms

The Men's and Ladies' prayer rooms are located in the mosque at the west side of the venue and next to the west hall main entrance.

Registration, Travel and Accommodation

Registration

Register Online

- All participants must register as ChemME before proceeding to the venue. [Link](#)
- You will receive a confirmation email along with a bar-code or QR code.
- While onsite head towards the badge printing kiosk.
- Scan the code and print your badge to gain access to the exhibition and conference.

Arriving at the Venue - During the Event

Transportation and Parking

- Parking is available for attendees.
- Taxi, Uber, and Careem drop-off points will be available near the main entrance.

Travel Partner and Accommodation

The below hotels are within reasonable driving distance from the official venue and offer reasonable rates.

- Centro Corniche Al Khobar: [Link](#)
- Arjan Qurtuba: [Link](#)
- Ottoman Signature Hotel: [Link](#)
- Carlton Al Moaibed Hotel: [Link](#)

Should you need assistance to reach out to the above hotels and secure your accommodation, please do not hesitate to contact:

Zia ur Rahman

ziaur.rehman@mci-group.com

+966 (0) 508001275

General Information and Regulations

Admittance and Invitation

ChemME team members must register as ChemME (for students & young professionals) on the following [link](#). They will be issued a ChemME badge access category on-site. This badge category entitles you with free access to the following:

Opening, Plenary and Strategic Sessions
Multi-track Technical Sessions
Poster Presentations
ChemME Activities for Students and Young Professionals
LEWAS Workshops for Diversity and Inclusion
Exhibition

Children under 18 will not be allowed into the halls during build up and breakdown.
For more information about admission to the event please visit: www.mepec.org

The official ChemME badge must be worn at all times and must be clearly visible. Access to the exhibition halls will be denied without the correct identification. Your ChemME badges are expected to be worn during all phases to the exhibition – build-up, event days and breakdown.


Badge Collection Points

Upon arrival, ChemME badges can be collected at the main registration service desk and “Fast Track kiosks” located in the north foyer, outside exhibition halls 3 and 4.

Music and Presentation

The maximum permissible total sound level in any area of the show is 80db , measurable at a distance of three meters from the source of sound using a directional decibel meter. Please ensure that music and commentary for presentations are kept at a level that will not interfere with neighbouring stands. Exhibitors failing to comply with warnings from the show management may incur a fine or have the power to their stand terminated.

Deliveries and Storage

	The Coach House 20 Northernhay Street Exeter, Devon, EX4 3ER United Kingdom T. +44 1392454999 www.meritex.co.uk	Paul Saunders Paul@meritex.co.uk Rasa Margyte rasa@meritex.co.uk
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Emergency Procedures and Evacuation Plan

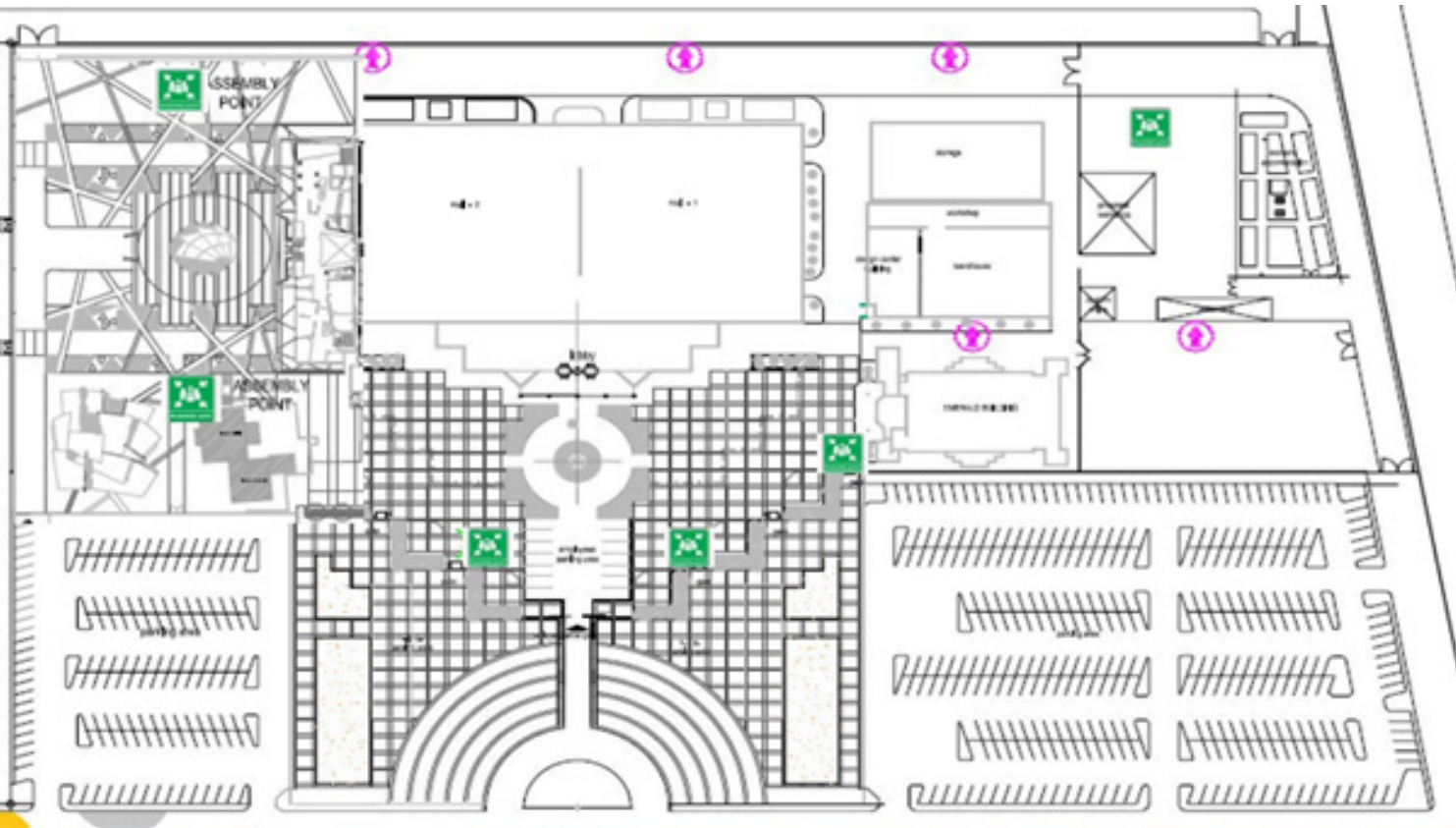


The Emergency Medical Station is located in the main lobby of Hall 1 & 2, between the café and The Emerald Hall.



Evacuation

If an evacuation is necessary, use the nearest available emergency exit and make your way to the nearest assembly point. Use the stairways and marked exits only. Do not use the elevators. Please walk and do not run. After exiting the building, move towards the fire assembly point and wait until you have been notified to return.

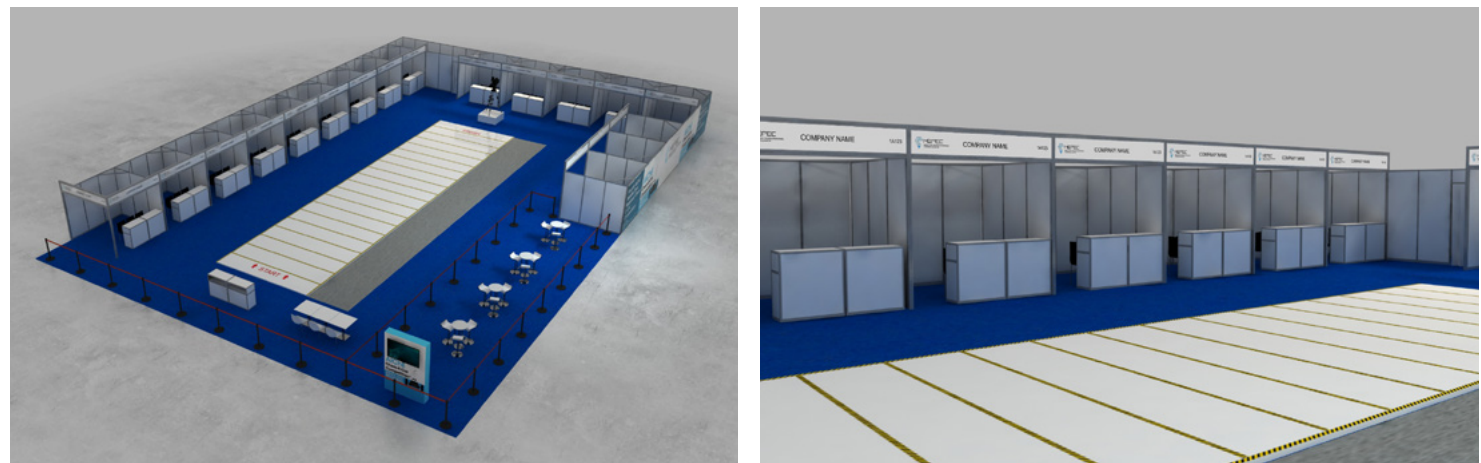


Information About Your Stand

Shell Scheme Stand (Equipped Stand Package)

The official stand builder is ArabExpo. The equipped stand package (Each 9sqm) will include the following:

Rear and side walls
Fascia with Team name
1x meeting table
3x chairs
2x reception counters
1x waste basket
1x single square socket with 13Amp power



The team name will be fitted to the fascia board. **Please refer to the last page for the online listing, fascia board & mobile app entry form.**

Shipping Instructions

Meritex International Ltd have been appointed by the organizers as the preferred worldwide freight forwarding and exclusive onsite handling agent.

Meritex are offering the option of SEA, ROAD or an AIR freight service directly from your location to your stand in Dhahran Expo and return. Meritex will co-ordinate the safe transport, customs clearance and handling on site of all exhibition materials.

Meritex International will provide the following services:

Assistance with air, sea and road freight from your country of origin and return
Advanced receiving warehouse for courier shipments
Checking and translation of shipping invoices and documentation
Collections, deliveries and export packing services
Freight tracking throughout
Customs clearance and oversight of customs inspections
Supply of forklifts, cranes and freight workers on site
Secure and open storage
Return freight services from Dhahran Expo / KSA to country of origin

Full shipping and customs clearance instructions including arrival deadlines will be forwarded to all exhibitors directly by email and can be obtained by contacting Meritex International at any point. If you wish to book Meritex services, please contact Rasa Margyte (rasa@meritex.co.uk) or Paul Saunders (paul@meritex.co.uk)

Important

Please contact Meritex International prior to sending any shipments to the event for full instructions and guidance in order to avoid any potential problems with customs clearance or delays in delivering to the stand.

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Please note

Should you travel by Air and if you plan to carry lithium batterie(s), it is recommended that you check with your selected airlines prior to departure, supporting documentation that may be required.

Should you decide to use freight services, we strongly recommend that you reach out to Meritex International to at least to assist / advise you with customs clearance in Saudi Arabia (including for re-export documentation from Dam-mam Airport) and delivery of your parcel directly to the Dhahran Expo venue.

Online Listing, Fascia Board & Mobile App Entry Form

Contact: abeeha@e3-worldwide.com

Deadline: **8th April 2024**

***Mandatory fields**

***University Name:**

***Team Name:**

The above will be used for the online exhibitor listing and the fascia board for your team's equipped stand.

***University profile:**

Maximum 150 words

The above will be used for the online exhibitor listing and the mobile app.

***Website link:**

***Contact Name:**

***Contact Email:**

***Contact Number:**

***Country:**

***Social Media:**

Twitter:
LinkedIn:
Facebook:
Instagram: