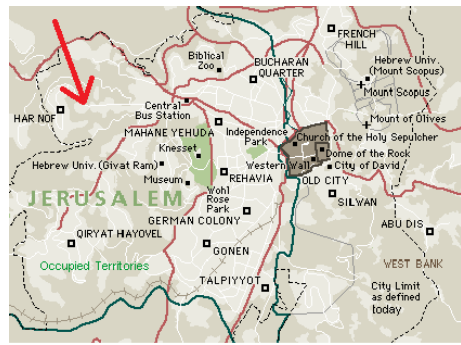


**Information on ICBS**  
 Central Bureau of Statistics  
 66-68, Kanfey Nesharim  
 Jerusalem 91342, Israel  
[www.cbs.gov.il](http://www.cbs.gov.il)



The Israeli Central Bureau of Statistics (ICBS) is located approximately 5 km west of the Old City and the centre of Jerusalem. Because of traffic, the trip can easily take 30 minutes by car, 45 minutes by bus and 60 minutes to walk. Taxi will cost 50 to 60 NIS. At present we recommend to take a taxi or to catch a ride with the RTA. Check with your own government recommendations regarding public transport in Israel if you plan to use the bus.

Buses 74 and 75 from the centre go to the ICBS. Public transportation costs 5.90 NIS – tickets are valid for 1½ hours for all buses and the light rail.

#### Contact information in Israel

- Mr. Yoel Finkel, Associate Government Statistician, Project Leader; [yoel@cbs.gov.il](mailto:yoel@cbs.gov.il)
- Ms. Batia Attali, RTA Counterpart; [batia@cbs.gov.il](mailto:batia@cbs.gov.il); Tel. +972 2 659 2742
- Ms. Sigalit Mazeh, Deputy Head of International Relations & Statistical Coordination Department; BC Project Leader Deputy; [sigalit@cbs.gov.il](mailto:sigalit@cbs.gov.il); Tel. +972-2-659 2777; Cell: +972-50-6235290
- Ms. Charlotte Nielsen, Resident Twinning Adviser; [cln@dst.dk](mailto:cln@dst.dk); Tel. +972 2 659 2786; Cell +972 54 343 5535 (IL) or +45 91 37 64 17 (DK)
- Ms. Tamar Rand, RTA Assistant; [TamarRa@cbs.gov.il](mailto:TamarRa@cbs.gov.il); Tel. +972 2 659 2787; Cell +972 52 420 6900 (IL)

#### EU Delegation to the State of Israel

- Ms. Inga Navardauskiene Attaché, Head of Operations Section [Inga.NAVARDAUSKIENE@eeas.europa.eu](mailto:Inga.NAVARDAUSKIENE@eeas.europa.eu)
- Ms. Estelle Kadouch MsAttaché, EIDHR & Twinning [Estelle.kadouch@eeas.europa.eu](mailto:Estelle.kadouch@eeas.europa.eu)

#### Statistics Denmark

- Mr. Jesper Ellemose Jensen, Project Leader; [jej@dst.dk](mailto:jej@dst.dk) tel. +45 3917 3244
- Ms. Silja Emmel, Deputy Project Leader; [sie@dst.dk](mailto:sie@dst.dk) tel. +45 3917 3937
- Ms. Vivian Hofverberg Flindt, Administration; [vhf@dst.dk](mailto:vhf@dst.dk), tel. +45 3917 3922



## Mission Guide

April 2018

### Support to the Israeli Central Bureau of Statistics in Improving the Quality of Official Statistics

*An EU Twinning project implemented March 2016 – August 2018 by  
Israeli Central Bureau of Statistics and Statistics Denmark (ICBS)*

*Assisted by: Statistics Netherlands, Central Statistical Office of Poland,  
Italian National Institute of Statistics, National Institute of Statistics and  
Economic studies in France and Office of National Statistics in the UK*

#### Practical information about Israel

**Time:** GMT+2 hours, i.e. 1 hour ahead of Denmark, the Netherlands, Poland, France and 2 hour ahead of UK.

**Money:** 100 NIS (New Israeli Shekels) equals approximately 24 EUR or 180 DKK

**Tips:** At restaurants – 12-15 percent is expected if the service has been satisfactory.

Taxis - No tips are expected

**Climate:** Cold December to February – otherwise quite warm or even hot

### Check-list before departure – make sure that:

- ToR and agenda for the mission are agreed upon and expectations cleared;
- The time and place of the first meeting is clear to you;
- You have saved presentations and other documents on your computer and a USB-stick;
- You have your flight ticket and a hotel is booked;
- You have your passport (valid for at least 6 months after the mission), credit cards, some cash and a portable computer including charger;
- It is important that your passport does not have stamps from countries with which Israel does not have diplomatic relations. Please contact the RTA, if in doubt.
- Danish experts are encouraged to register their travel plans to Israel in advance, please consult <http://um.dk/da/rejse-og-ophold/rejse-til-udlandet/danskerliste/>
- Please consult your own Ministry of Foreign affairs for travel and security guidance
- You have mailed your contact information to MS Project leader and RTA.

### The Israeli Central Bureau of Statistics (ICBS)

Working hours will normally be 9.00-16.00 with lunch approximately from 12.00-13.00. The dress code is relaxed, but dress reasonably formal at least on the first day.

The first meeting should include a short presentation of yourself, your area of expertise and a discussion of the Terms of Reference and agenda in order to ensure a common understanding of the purpose of the mission and the expected activities and results. It is always a good idea to confirm and agree on findings and positions throughout your mission, e.g. every morning you can present the issues discussed the previous day but especially during the last day when you present the conclusions.

### Code of conduct

The staff at ICBS is highly qualified, and you should expect challenging questions and discussions. Respect your counterpart. Remember that Twinning means cooperation between two equal partners, and that diplomacy works better than open criticism. Please bear in mind that due to religious constraints not everyone will shake your hand.

### Terms of Reference (ToR) and preparation

A necessary starting point for a successful mission is the ToR which contains information on the background and purpose of the mission, benchmarks, background and the expected outcome. A draft agenda for the mission will also be enclosed.

### Mission report

A mission report will have to be prepared and mailed to the RTA no later than one week after the mission. The mission report template is obtained from the RTA. When finishing the mission it is preferable that most of the mission report is written, and that all conclusions and recommendations have been presented and discussed with the RTA and the ICBS counterparts. It is of importance that possible consultation after the mission either by email or through the RTA is planned in mutual agreement.

Mission reports will be uploaded on the project website: <http://www.dst.dk/israel> as soon as they are approved.

### Working method

The working method is based on dialogue with ICBS and other local stakeholders. You are not expected to fill a whole week with presentations. Rather, you are in Israel to make consultations and advise on ways to solve the problems the beneficiary is facing. Twinning projects are a joint exercise with mutual responsibility for the success.

### Travelling to and from Jerusalem

Ben Gurion International Airport is the closest to Jerusalem. There is approximately one hour's driving with taxi from the Airport to the centre of Jerusalem. The standard fixed rate for a taxi to Jerusalem is 320 NIS. Take a taxi from the official taxi rank – the dispatcher will give you a slip of paper describing the rules and fees. Please be aware that Taxis do not take credit cards. ATM machines are available in the airport area. Alternatively, shuttle buses to Jerusalem leave approximately every 15 min.

For Danish experts flight tickets should be ordered through Vivian Hofverberg Flindt. Experts from other Member states should follow their internal procedures for ordering flight tickets. Please note that only economy class tickets can be refunded by Statistics Denmark. Please ensure that you have valid travel and health insurance before entering Israel. Insurance costs are NOT covered by the project.

### Entering and leaving Israel

There are no visa requirements to Israel for EU member states citizens but please check visa requirements with your foreign ministry. Be prepared to explain the purpose of your visit to Israel at the passport control. We advise to have the ToR ready in case it is requested. You will receive a 3 month tourist visa in the form of a little paper slip. This slip is also documentation that you (the project) should not pay VAT to the hotel.

When leaving, please be aware that due to high level of security you need to be at the airport 3 hours prior to departure. The security procedure can include questions about the purpose of visit, visits to other countries and checking of your luggage.

### Accommodation

The Twinning project uses the Prima Kings Hotel. It is centrally located in Jerusalem on the intersection of King George and Ramban and within walking distance of the old City and the city centre. <http://www.prima-hotels-israel.com/jerusalem-hotels/prima-kings-jerusalem-hotel>. The address in Hebrew is: רח' המלך ג'ורג' 60, ירושלים (פינת רח' רמב"ן)

The RTA Assistant will take care of hotel reservation as soon as the dates for the mission have been agreed upon and you reservation number will be mailed to you in advance. The cost for the hotel is about \$150 per night. You are welcome to make your own arrangements according to your government rules but note that we cannot assist you in locating other hotels or local travel arrangements.

### Documentation

Original boarding passes and invoice for air travel must be kept and handed over to Statistics Denmark. This will usually be handled by your home office.