



## Welcome pack

### Amman office

This welcome pack provides you with all the information you need during your visit to our Abu Dhabi office.

#### General information

Emergency contact & exit  
*(use to report an emergency in the office)*

Katreen Hawatmeh  
+962 6 550 2200 (8:00am to 5:00pm)

After hours office access

Visitor access is limited to normal office hours. Please contact Office Administrator (alternatively [khawatmeh@DELOITTE.COM](mailto:khawatmeh@DELOITTE.COM)) for out of office hour access

Facilities reservations & questions

Front desk

Local Information Technology (IT)

Internal: 501  
External: +962 6 550 2200/501  
Mobile: +962 79 6256 888

#### IT - Related information

IT support

Internal: 501  
Email: [bnassar@Deloitte.com](mailto:bnassar@Deloitte.com)

Printer access

Printer can be installed by typing the following address:  
[10.193.32.4](http://10.193.32.4) \Xerox5955  
Drivers will be installed automatically.

Telephone logistics

Please dial 0 from any phone to reach front desk who will be able to connect external numbers

Wi-Fi information

Deloitte visitors:  
Open your PC and you will have access to the network through WirelessDNET. Use MobileDNET for mobiles.

Non-Deloitte visitors:  
Connect to GuestDNET. Ask for Guest ID at reception.

Internet access

Our offices use all automatic configuration



All EXIT signs are clearly marked. In case of fire, fire alarms will be activated and evacuation will be ordered through building management emergency notification.