

## Welcome pack

### Qatar-Doha 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 <i>(use to report an emergency in the office)</i>	Number: +974 44341112 to 9 Junie Jacinto Joan Vasquez
After hours office access	Visitor access is limited to normal office hours. Please contact Office Administrator for out of office hour access.
Facilities reservations & questions	Front desk : 201/301
Local Information Technology (IT)	Internal:555

#### IT - Related information

IT support	<a href="mailto:skmalik@deloitte.com">skmalik@deloitte.com</a> <a href="mailto:aalatwah@deloitte.com">aalatwah@deloitte.com</a>
Printer access	Printer can be installed by clicking the below address. Select one of the printers followed by enter, Drivers will be installed automatically. <a href="#">PRINTERS</a> username: QADOHDHCPPRINT\GP Password: Password01 – PIN: 1234 Choose the Printer <b>NRG 3503 MANAGED</b>
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 For Mobiles use MobileDNET  Non-Deloitte visitors: Connect to GuestDNET. Ask for Guest ID at reception.

 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.

Internet access	Our offices use all automatic configuration
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