



ACS Beirut New Employee Handbook 2017-2018

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ACS New Faculty Information Handbook

Welcome to the American Community School at Beirut! You have accepted a position at an educational institution that was established in 1905 and that is located in one of the most vibrant countries of the world: Lebanon.

We hope you will be an active participant in our pursuit of academic excellence and that you will find ACS a fruitful place to pursue your professional career.

Our Community Members wish you a great year and hope that you find life in Lebanon to be a stimulating and enjoyable experience.

This handbook is designed to make your transition to life at ACS and in Lebanon as smooth and trouble-free as possible. You will find detailed information and helpful tips on travel, documentation, communication, campus facilities, housing, and schooling, as well as a list of suggested books, and on daily life and travel in Lebanon.

It is impossible to anticipate every question or concern that might arise. If necessary, your Principal and I can answer any additional questions.

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An electronic version of this publication may be reviewed and saved from the ACS Website, Human resources page.

www.acs.edu.lb

Chapter One: Pre-Departure

1-1 LOCATION.

Ras Beirut, frequently mentioned in the following pages, is the neighborhood in which the School is located. It is a mixed residential and commercial area, and can easily be covered on foot.

1-2 COMMUNICATION ON CAMPUS.

Language

English is the official language of instruction at ACS. Although Arabic is the official language of the country, many Lebanese are fluent in English and French as well. You may find it useful to have an Arabic phrase book such as Colloquial Arabic by Raja Nasr.

1-3 CLIMATE

Lebanon enjoys a temperate Mediterranean climate. In fact, the weather is so mild it is often difficult to distinguish among the seasons. Flowers bloom all year and the spring blossoms on campus frequently appear early in December. Many people enjoy swimming on a warm January day, and it is sometimes possible to ski as early as the middle of November and as late as the middle of April.

Consider weather in Lebanon in terms of geography, as well as in terms of seasons. The coastal plains are warmest, followed by the Bekaa Valley and the mountains. When people are swimming on the coast, temperatures in the mountain regions can fall well below freezing and motorists have been caught in snowdrifts in the high mountain passes in the winter months.

1-4 CLOTHING

Fall: (October 1 through the end of November): Rainfall is scarce and unpredictable and temperatures range from hot and sultry (August/September) to moderate and dry (October). In November there is more likelihood of rain, but this month is frequently also moderate in temperature--60s-70s Fahrenheit--and dries with the occasional chance of Indian summer heat and winter chill.

Summer clothes can usually be worn throughout this period, with a light jacket ready for the occasional crisp day.

Winter: (December through the end of March) Temperatures in Beirut and on the coast rarely fall below 44F in winter, but they seldom fall even that low. The average temperature in January, perhaps the coldest month, is 55F. Traditionally, the heavy rains usually begin only a few days after Christmas. Rainfall during these months is frequently plentiful and severe, accompanied by spectacular thunder and lightning. But the term "rainy season" is deceptive: sunshine is abundant in winter, and many people enjoy sunbathing and swimming year-around. Conventional weather slogans in Lebanon declare that it is possible to ski and swim on the same day and that a rainless picnic can be planned any day after April 1.

Sweaters and light jackets are usual winter casual wear. Sturdy, waterproof walking shoes (or boots) are almost a necessity during the rainy period. A raincoat is useful, although most people make do with umbrellas. Winter coats are not needed, though a warm jacket or parka is recommended for the mountains.

Spring: In the spring (April through the end of May) the temperatures may be in the 60s and 70s, sometimes even higher. But occasionally a surprise shower and chill set in. It is difficult to specify the onset of spring in a land where the ski slopes are still open in mid-April.

Light clothing with a sweater or jacket handy is sufficient for the spring months, which all too soon, and unpredictably, blends into the heat of summer.

Summer: Summer (June through the end of September) temperatures can rise to highs in the 80s and 90s, rarely falling below the mid 70s, even at night. The hottest months are usually July, August, and September. Consequently, much of the local population moves to the cool of the mountains as soon as schools let out.

Light summer clothing is a must in the hot and humid summer months, with a sweater ready for mountain evenings.

Full laundry services, including pick-up and delivery may be found at many commercial dry cleaning establishments in the city.

1-5 DAILY LIVING

Shopping: Two or three supermarkets (e.g., TSC (Verdun/Hamra) and Idriss) are located close to campus and offer a wide selection of imported and local goods. Although most of these stores are within walking distance, some offer delivery service. Within driving distance are several even larger supermarkets (Goodies in the Verdun area, and Spinney's in Ashrafieh Jinah and Antelias) offering an enormous variety of goods, services, delicatessens, coffee and sandwich shops, and take-away foods, both Lebanese and Western. A dazzling display of local and imported fresh fruits and vegetables can be purchased from many small shops or from street carts in the vicinity of the school. Many of the larger supermarkets also have fresh produce departments.

Note: All fresh produce should be carefully washed. It is wise to make the final rinse a solution of drinking water and a small amount of a disinfectant such as Presept.

Domestic Services: Maids and cooks may be easily hired at reasonable rates in Beirut (for full-time maids, salaries normally range from \$200-300 per month). Try word-of-mouth, or look into commercial agencies.

Transportation: City buses, private buses, private taxis, and *service* taxis ply the streets of the city and the suburbs. *Service* taxis follow fixed routes for a set price (usually LL2,000) and will stop on demand. Taxis customarily charge LL10,000, depending on the length of the journey, and buses are usually LL1,000. When using taxis or *service* taxis, always choose cars with a red license plate. Buses and taxis are also available at reasonable rates for travel to other cities in Lebanon (Tripoli, Sidon, Tyr).

1-6 TRAVEL ARRANGEMENTS

To facilitate your transition, kindly advise your departure city (home city) and specify the airport name to the HR Department in order for them to reserve and book your flight to Beirut.

Reservation guidelines:

- Arrival date at Beirut should be around August 15 - 16, 2018. Keep in mind that orientation begins August 17, 2018.
- The HR Manager will send your flight information and will arrange for a member of our welcoming committee to meet you at the airport.
- If you will be traveling with a spouse/dependent, the HR will need a copy of their passport.
- If you are traveling with a pet, inform the HR department ASAP so they can choose an airline that is pet friendly.

What if you have a serious delay of your flight? A missed connection? A sudden change of plans?

If you experience a flight delay or missed connection in another city, or if you cannot find an ACS representative after passing through customs in Beirut Airport, you can call **03- 309563 (Karim Abu - Haydar) or 03-459154 (Jocelyne)**.

Arrival Guidelines:

- During your flight, you will receive an arrival card to be filled out before arrival in Lebanon. One of the questions on this card requires your address in Beirut. Use the following address: **ACS Beirut, 67 Nigeria Street, Jal el-Bahr, Beirut, 01-374370.**
- Arriving ACS employees do not need and should not accept a tourist visa upon arrival at the airport. Instead, present a copy of your work visa, which you will receive from the ACS human resources office before departure. Members of the family not employed by ACS will be given tourist visas.

Shipping:

We recommend that you bring your belongings with you on the airplane as extra luggage. Please check with the airline in regards to luggage allowance before departure. However, if you must ship your belongings, we recommend the following shipping companies:

- A. CIEL, please contact Mr. Fadi Marchi at Tel: 00961- 4- 522149 Mobile: 00961-3-687450
fadi.marchi@ciel.me
- B. COMPASS LOGISTICS, please contact Mr. Mario Nassif at Mobile: 00961-3-355152 mario@compasslog.com
- C. CARGO MASTER LINE, please contact Mr. Jack Abou Zeid at Tel : 00961-1-561000 jacques@groupage.com
- D. NATIONAL SHIPPING CO., please contact Ms. Mirielle Sfeir at Tel: 00961-1-560986 Ext: 314 m.sfeir@radec-lb.com
- E. LEVANTINE, please contact Mr. Wael Daher at Tel: 00961 -1 368170. info@levantine.com
- F. Beirut Cargo Center (BCC), please contact Mr. Jad Daccache at Tel: 00961- 1 48 22 11 Ext. 118; Jad.Daccache@bcclogistics.com.
- G. Beirut International Movers (BIM), please contact Ms. Georgette Bejjani, at Tel: 00961-1 49 55 00 Ext. 107; info@beirutmovers.com.
- H. General Transportation Services SAL – GTS, please contact Mr. Nabil Ghantous at Tel: +961 1 585 777 (10 lines) Ext. 208 nabilghantous@gts.com.lb

Whether you ship with the suggested companies or any other shipping agencies, We urge you to insist on a written quotation or sign a clear itemized contract describing clearly the services and related charges you are getting before releasing your belongings, this is the best way to avoid surprises later.

Do not include in your shipment CDs / DVDs / Video tapes, prescription or over the counter drugs. Include such items in your travel luggage. Please note that a door-to-door service does not include Lebanese custom duties charges if any.

Clearing a shipment through Lebanese Customs could take up to three weeks from the time it arrives to Beirut. You have to be present in Beirut for the shipment to clear; the shipping/clearing agent will need your passport to do the

job. We recommend you ship your belongings three weeks before your departure if you are shipping by air, eight weeks before departure if you are shipping by sea, so it may arrive to Beirut around the same time you do. In any case, consult with your shipping agent on when to ship and ask him questions about custom duties (based on your packing list he should be able to tell you what is subject to custom duties and what is not and give you an approximate figure of your custom bill and your total bill for shipping and clearing charges. (From past experience, custom duties on personal effects were not significant, but it all depends on what you are bringing in).

1-7 PRE-WORK VISA/WORK PERMIT/RESIDENCY REQUIREMENTS FOR OVERSEAS HIRES.

- A Clear colored copy of a passport valid for 16 months from arrival to Lebanon showing passport number, picture and name, with at least one blank visa page available for visa stamp(s).

-Colored copy of all your degrees.

-Mothers name and fathers name.

-In order to apply for the Yearly residency, each foreigner has to go in person to the security/emigration office with the School assistance; the trip takes approximately 2 hours.

-Medical tests; (will be scheduled and communicated after your arrival to Beirut).

-Photos (will be scheduled and communicated after your arrival to Beirut)

-Other legal documents (will be completed and provided by the School).

Please note: Passports showing Israeli visas or stamps may be confiscated at the airport, and you will not be allowed to enter the country.

For the teachers hired in the spring with a work visa ready at the airport, The General Security/ emigration office is affording an official period of 90 days starting the date of entry to Lebanon. During that time the process of providing a working foreigner his/her work permit and residency should be accomplished. So, in order to complete the work permit and the residency for a working new foreigner, the legal / official time provided by the authorities is 90 days. We are doing our best to have both work and residency ready 15 days before the official period ends.

During this time, you cannot make any travel plan because in order to leave the country you need to have your work permit and your residency with you.

Visa/residency requirements for accompanying dependents and nonworking wife.

- A Clear copy of a passport valid for 16 months from arrival to Lebanon showing passport number, picture and name, with at least one blank visa page available for visa stamp(s).

-Original marriage certificate.

-Original Birth Certificate for accompanying Children.

-A free of charge tourist visa is offered upon arrival at Beirut Airport to the following nationalities: Americans, British, Canadian, and Europeans and some others. The tourist visa is valid for one month and can be renewed for another two months. (This is applicable for dependents holding one of the nationalities mentioned previously).

-As accompanying person nonworking wife and dependents / you will apply for the yearly residency upon granting the residency to your guarantor husband/father.

- In order to apply for the Yearly residency, each foreigner has to go in person to the security/emigration office with the School assistance; the trip takes approximately 2 hours.

For more info please contact: naoun@acs.edu.lb (Nada Aoun, Expat/Ministry Affairs/Personnel Coordinator at ACS)

1-8 EDUCATION FOR YOUR CHILDREN

Be sure you bring full documentation, including school transcripts and enrollment certificates for each of your children. A transcript for the last 3 years needs to be certified by the Lebanese embassy or consulate nearest to your place of residency.

Application, medical, and recommendation forms may be obtained by writing directly to the American Community School, P.O. Box 8129, Beirut, Lebanon (Tel. 01-374370) or by downloading from the ACS's website: <http://www.acs.edu.lb/page.cfm?p=439>

Dependent children of ACS employees:

Within the context of the educational benefits program, the following requirements for dependency must be met:

- 1- The student must be a natural, adopted, or step child of the employee.
- 2- Student must be listed as a child dependent on the employee's form 1040 U.S. individual Income Tax Return for the calendar year most applicable to the academic term for which the employee is joining the school.
- 3- Waiver of tuition fee and Capital Development fee does not imply acceptance of a son or daughter into ACS, but it's offered with the understanding that the child must be accepted through the normal admission process, taking note that the standards for admission to ACS-Beirut have become increasingly competitive.

General Terms and Conditions:

Tuition fees issued by ACS are subject to review, adjustment, or cancellation for any of the following reasons:

- 1- Change of student status
- 2- Academic withdrawal or discontinuation from ACS
- 3- Change in employment status

Dependent child may attend any other school in Lebanon.

Educational Benefit covers tuition fees and Capital Development fee only. All other expenses/ fees are the responsibility of the employee.

1-9 SALARIES, BANKING, AND TAXES

Salaries

Salaries are paid in local currency, Lira (LBP), on the last working day of each month (September through August). Salaries are credited to individual or family accounts at BLOM, AUDI, or BankMed banks.

For all those who are enrolled in US FICA, you can select to have a portion of your monthly pay transferred to your US bank account. This transfer is done state side only through ACH, from ACS US bank account to your US account. Your

bank ACH details can be found on your checkbook; please bring a copy of a voided check if you plan to have an amount transferred to your US bank. You can choose a minimum of \$250 up to \$1,500 to be transferred monthly (September through June). The amount you designate will be fixed for that period and cannot be changed. *Therefore, we ask you to plan your finances carefully so you may not be short on cash.* The amount will be taken from your Net To Pay after all taxes have been calculated and at the exchange rate of LL 1,507.5/\$1. That is if you choose to have \$1,000 transferred, a monthly deduction against your pay slip in the amount of LL 1,507,500 will be posted. The school will not transfer any funds anywhere in the world or in any other currency except for USD or LL.

-Pay slip: All elements on your pay slip will be clearly stated under Earnings or Deductions. Every element will be preceded by the letter E (earning) or D (deduction) to help you identify the element as an earning or deduction. Certain elements such as (Overtime, Absence, Substitute pay, Stipend, Miscellaneous Refund, Miscellaneous Deduct) will have a footnote to explain how the figure was derived (i.e. how many minutes of substitution was done and on which days) *[Please refer to the Attached sample Pay slip and list of the elements]*

Please be informed: *The first salary will be paid at the end of the first month of employment (September 28, 2018); therefore, be sure to bring with you sufficient funds to tide you over until the first payment. During orientation week, you will receive your shipping allowance as per your contract. A salary advance is available upon request from the business office if you need funds before the end of September.*

Banks

Foreign and national banks abound in Beirut. ACS has accounts with the following banks in the vicinity of the campus.

- Banque Audi (Bliss Street and all branches)
- BLOM Bank (Bliss Street and all branches)
- BankMed (Clemenceau Street and all branches)

Current and savings accounts can be opened easily in either Lebanese pounds or any other currency. Banking hours are 8:30 a.m. until 1:30 p.m. or 5 pm depending on the bank, Monday through Friday and 8:30 a.m. until 12 noon on Saturdays.

Bank representatives will be present during orientation to give you more details about their services.

A note about using your North American credit card or ATM card in Lebanon: *Many US or Canadian banks require that you sign a document if you plan on using your US debit or credit card in Lebanon. A visit to your bank may be helpful to avoid any surprises when you get here. Also, if you are planning on making wire transfers back to the States please get complete routing information from your bank before you leave (ABA #, Swift Code, Account #, and Bank Name including address). Make sure that you ask the bank for international wire details, as many banks have different codes for local wire transfers and international transfers.*

Currency

The national currency of Lebanon, the Lebanese pound, also called the lira, is freely convertible and transferable. The commonly applied exchange rate at present is LL 1,500 to the 1 U.S. dollar. Common notes are LL 1,000, 5,000, 10,000, 20,000, 50,000, and 100,000. Coins are in amounts of LL 100, 250, and 500. U.S. dollars notes are readily accepted in Lebanon, but U.S. coins are not used.

Lebanese Tax

-Income Tax: Lebanese and non-Lebanese personnel are subject to Lebanese income tax. You will find that tax rates are much lower than in the US or other countries. Please refer to attached appendix for tax bracket info and examples of tax calculation. If you need more details, you can contact the ACS Business Office.

All earning received/earned (cash or non-cash) is taxable as per Lebanese tax laws. The following benefits (Housing, Housing Common Expense, Electricity, Airfare, Shipping, Insurance), whether for Foreign Hire or Local Hire, are taxed on a semiannual basis (June and December) instead of a quarterly basis. If any of the above benefit is due to you in cash (i.e. Housing stipend, Electricity, Housing common expenses, Airfare, shipping allowance) during any month other than June and December, the cash benefit will be disbursed to you in full with NO tax deduction during that month. Taxes on those benefits will be taken in June and December with a tax refund where applicable (please refer to your contract if you qualify for a tax refund). N.B: Tax refund is given on all the above listed benefits, except for the following 2 benefits: Shipping allowance and Airfare, as they are paid in cash. However taxes on Airfare are refunded if ACS buys the tickets for you. ACS will NOT handle any business dealing with any shipping agent on your behalf, this is your responsibility to take care of and the allowance is paid directly to you. Any earnings that you receive other than the benefits above, will be taxed in the month they are received with no tax refund in the month of June and December.

Every employee will receive LL8, 000 (\$5.33) for every day he/she attends work. However, Foreign Hire will receive the monthly transportation allowance as a bulk amount twice a year (December and June). The amount will be added tax free to your pay slip. The goal is to offset any taxes levied on you in the months of December and June. As a result your Net Pay will not be drastically reduced. By shifting the tax deduction on benefits and the transportation allowance to a semiannual basis your monthly Net Pay should be relatively the same, month after month, except if you receive substitute pay, stipend, overtime, extra load pay, coaching

-National Social Security Fund (NSSF) Tax: Lebanese and non-Lebanese personnel are subject to NSSF medical tax up to LL 75,000 (\$50) on their monthly pay. This tax is calculated based on the rate of 2% of your Gross salary with a limit of LL 2,500,000 (\$1,666.66).

U.S. FICA Tax

U.S. citizens must enroll in FICA tax. The full tax rate will be borne by ACS. A W-4 needs to be completed and submitted by no later than September 15. A W-2 will be issued in January following the end of the calendar year.

Chapter Two: Settling – in

2-1 ACCOMMODATION

Faculty Apartments

All ACS foreign-hire teachers are provided with apartments within easy walking distance of the school (one-half hour or less.) Apartments vary in size according to family size and the design of various apartment buildings. After your first year at ACS you will be given a choice of continuing to live in the same apartment, bidding on another vacant apartment or being paid a cash stipend to find your own accommodations.

Furniture

All apartments are furnished with a basic set of furniture. The furniture allotment includes sofas, armchairs, coffee and end tables, bookcases, desks and beds. All apartments have a refrigerator and a stove, and access to a washer and dryer. Kitchen appliances and electrical goods are readily available in Beirut. New residents will receive brand new kitchenware (utensils, dishes, cookware, etc...), bedding and bath sets (sheets, pillows, towels, etc...)

Water

A small initial supply of bottled drinking water is provided upon your arrival. After that, there are several companies in Beirut who will deliver drinking water to your apartment. Information about these companies will be supplied in the welcoming packet which will be in your apartment when you arrive. Tap water in Beirut is considered safe for all purposes other than drinking.

Utilities

Electricity on the ACS campus and in all campus buildings is 220V, 60Hz. All ACS apartments are supplied with 220-240V. Transformers and voltage stabilizers are readily available in Beirut. Power cuts of 3 hours or more are a daily feature of life in Beirut. During these power cuts, the ACS campus and all ACS apartment buildings are equipped with generators. Generator power in your apartment will NOT be as strong as government power. Restoring generator power to your apartment after an overload will probably require intervention by your building superintendent. Therefore, it is essential that you run a very minimal set of electrical appliances during a power cut. An i-Phone and Android app (Beirut Electricity Cut Off) is available to keep track of the scheduled power cuts and warn you when one is approaching. However, unscheduled power cuts can occur. Desktop computers must be connected to a UPS in order to avoid damage while switching to and from generator power. Stoves operate from gas bottles. The first canister is free, and you will be responsible for replacing the gas bottle after that. The canisters last approximately 3 months, and refilled canisters cost \$15.

Electricity is included as part of your housing benefits, up to \$1,000 per year for singles and \$1,500 for couples. Each apartment comes with its own private telephone line. Monthly phone bills are charged to the resident as a payroll deduction.

Maintenance/Pets

Prior to your arrival, the apartment receives thorough cleaning and painting. All new residents will receive an inventory list to be filled out, signed, and returned to ACS Facilities & Operations Department. Please be aware that the apartments are leased and the landlord needs to approve any significant changes in the apartment.

Cleaning and maintaining the apartment and its contents are the occupant's responsibility. The Facilities & Operations department will respond to emergency calls pertaining to plumbing or electrical problems. However, residents are expected to attend to routine repairs and upkeep, such as replacing light bulbs and unclogging drains.

Some property owners prohibit keeping pets in their buildings. Please notify ACS as early as possible of your intention to bring a household pet. It may or may not be possible to find accommodation in a pet-friendly building. Aside from the regular wear & tear, residents are liable for damages caused by their pets to drapery, upholstery and other household furniture items.

Keys

It is the occupant's responsibility to safeguard the keys or give a copy to non ACS individuals. A fee will be applied for replacing lost keys and locks whenever deemed necessary.

THE ABOVE IS A SUMMARY OF WHAT TO EXPECT. PLEASE REFER TO THE HOUSING HANDBOOK AND HOUSING POLICY.

2-2Internet

Internet Residential information.

Each ACS apartment is supplied with Open Speed internet connection from a local ISP and 120GB Monthly Usage, including a wireless router (ACS Property).

The connection is uncapped: Extra fees will apply if you exceed your quota. The monthly DSL subscription will be domiciled at the local bank, and you don't need to refill the account on a monthly basis, since it will be renewed automatically. The invoices will be automatically sent to ACS bank account and paid. We will then turn around on a monthly basis and deduct the DSL invoice from your paycheck. A copy of the invoice will be provided.

ACS Faculty Building Apartments are also equipped with School WIFI in addition to the above internet connection, this connection is under ACS Internet Policy (Filtered Connection (e.g: VPN, Proxy, Torrenting, ... are blocked and monitored)

ACS-WIFI Connection requires you to download and install the ACS Certificate on your Laptop/Tablet/Phone, otherwise you will be receiving an error while browsing Secure sites.

Certificate can be downloaded from the following links:

- Windows Users:
<https://goo.gl/w7Vrju> (Run "as administrator" "ACSwireless Configuration.bat")
- Other Users:
<https://goo.gl/qB36q8>

Wireless coverage in your apartment will vary, based on the layout of concrete walls and the shape of the apartment.

N.B: A detailed email about your WIFI / ADSL Account info will be sent prior to your arrival. You need to notify the ACS IT Department when you change your WIFI password. This process will be part of the sign out sheet.

If you choose to:

1. Upgrade your ADSL plan, the upgrade fee will be 10,000 LBP and you need to send us a helpdesk ticket before mid-month, and this is subject to feasibility. When you leave ACS you need to revert back all adjustments to their original (OS without any service) and this will cost another 10,000 LBP and also needs to be done before mid-month. This process will be part of the sign out sheet.
2. Freeze the internet connection while you are away for the summer (freezing connection means, the account is active but not internet connection). The freeze option can only be activated for 1 full month (i.e. July 1 to July 31), no partial month freeze is allowed, and the request must be submitted before the 20th of the month. Instead of paying the monthly internet fees, freezing the account will cost \$8 Tax Included per month only. You will be responsible for those fees. Note that freeze option can be activate for a maximum of three consecutive months.

Plans and Rates

Plan	Download Speed Up to	Monthly Usage	Monthly Fees
4M	4Mbps	15 GB	\$12
4M	4Mbps	40 GB	\$16
4M	4Mbps	50 GB	\$19
4M	4Mbps	70 GB	\$25
OS	Open Speed	50 GB	\$20
OS	Open Speed	100 GB	\$30
OS	Open Speed	120 GB	\$33
OS	Open Speed	150 GB	\$40
OS	Open Speed	200 GB	\$46.36
1M	1Mbps	Unlimited	\$23
2M	2Mbps	Unlimited	\$40
4M	4Mbps	Unlimited	\$60

Extra Traffic Fee \$1 per 1GB

Notice:

Above indicated bandwidths are "Up To" based on your location and the quality of your copper phone line.

* All prices are subject to VAT (Value Added Tax 11%)

* Unlimited plans are subject to Fair Use Policy.

Generally speaking, you will find the quality of internet in Lebanon slower, less reliable, and more expensive than other countries.

2-3 SECURITY

Foremost in everyone's mind, even many years after the cessation of hostilities in Lebanon, is the question of security. Your family and friends most probably raised eyebrows in dismay when you announced your plan to teach in Beirut. But the outside image belies the reality. Many Beirutis claim, with justice, that Beirut is far safer than other major cities of the world such as Paris, London, New York, and Philadelphia. Of course, the occasional crime (purse-snatching and domestic violence) does occur as it does in major cities everywhere in the world, but the crime rate in Beirut is significantly lower than elsewhere.

Many newcomers may be alarmed at first by the numbers of military personnel in evidence on neighborhood patrol, at traffic intersections, and along the highways. But you will soon realize that despite this military presence, life in Beirut and in almost all of Lebanon is peaceful and secure. During the war years, a young female student of journalism, apprenticed to a Philadelphia newspaper, declared she felt far safer in war-ravaged Beirut than on the streets of the city of brotherly love. And today, Beirut and all of Lebanon are far safer.

Nevertheless, it is always prudent to proceed with caution and to respect the laws and customs of the host country whenever travelling abroad. While moving around Beirut and the rest of the country, always be prepared to show your identification papers on request. A photocopy of your passport and/or residence permit is sufficient.

Occasionally, uniformed police or army officers stop traffic for security reasons. When approaching a security check by car, slow down, remove sunglasses, and open the window; in the evening turn on the interior light. Most security personnel will wave you through, but make sure you fully understand one another before you move on.

ACS Gates

Entry to the ACS Campus is through one of several gates (depending on the time of day), each of which is guarded by ACS security guards. An ACS ID or a visitor badge is needed for entry. Before you receive your ACS ID make sure you carry a photo ID with you, which may be exchanged for a visitor badge at the gate.

2-4 HEALTH AND BENEFITS

ACS provides and pays for Class B health insurance coverage for Full time employees as specified in the contract.

ACS also provides and pays for Class B health insurance coverage for foreign hire employees' families as specified in the contract.

All qualifying employees may opt to *upgrade* their coverage from Class B to class A and/or enroll immediate family members (spouse and children) at their own expense.

Upgrading from Class B as offered by ACS, to class A does not affect or limit services at the hospital, nor does it affect covered outpatient services. The main difference between Class A and B is that if you belong to class B you may be admitted into a shared room at the hospital, where as with class A you are admitted into a private room.

Any upgrades from class B to class A or enrollment of a family member, will be based on a \$ amount per month multiplied by 10 months, (payroll deductions will start from Sep. 2018 – Jun. 2019)

Employees and their dependents must all belong to the same level plan.

Insurance coverage for NSSF is mandatory for employees and their dependents who are registered by ACS with the National Social Security Fund.

ACS medical coverage mainly includes:

In Hospital At 100%: Including Hospital Confinement, Surgical & Endoscopic procedures, emergency Cases as well as Maternity.

Ambulatory Outpatient at 100%:

Includes Diagnostic tests, treatments as well as technical interpretation Doctor fees.

Prescription Medicine at 100%:

Medication authorized by the Lebanese Ministry of Health.

Doctor's Visit at 100%:

Up to a Maximum of 100 US\$/visit and up to 10 visits /insured / year.

Doctor's Visit includes Clinical visits, diagnostic tests, minor surgeries and operations, as well as vaccination administration.

2-5 IT

ACS Beirut Residential Network Acceptable Use Policy

The ACS IT Department provides internet and network connections for ACS Campus in support of the educational mission of the school. It is the responsibility of each ACS community member to use these services appropriately and in compliance with "ACS School Policies".

Non-ACS members, e.g.: Guests, spouses, children are also expected to abide by the spirit of "ACS School Policies".

The ACS IT Department has adopted the following regulations on the use of the residential computing network:

- ACS residential data network services and wiring may not be modified or extended beyond the area of their intended use. This applies to all network wiring, hardware, and in-room sockets.
- The residential network (Apartment connections or computer connections) may not be used to provide ACS Network or Internet access to anyone outside the School community for any purposes other than those that are in direct support of the academic mission of the School.
- The residential network is a shared resource. Thus, the use of applications which inhibit or interfere with the use of the network by others are not permitted. For example, using an IP address not assigned to you, or applications which use an unusually high portion of the bandwidth for extended periods of time, thus inhibiting the use of the network by others, are not permitted.
- Use of the residential network must comply with the School's policy on Unrelated Educational Activity.
- Academic work by students, faculty and staff takes precedence over all other uses on the network such as Torrents, VPN, proxy, games, etc. (Filtered and Blocked).
- ACS students, faculty and staff have priority over non-ACS members (guests, spouses, children, etc.) in using the network.
- Any theft or damage to residential equipment attributed to the resident will be borne by the resident Faculty. If the theft or damage can be traced to a specific individual, or group of individuals, then they will be held personally and financially responsible for the damage or theft.
- Unlawful copying of software or multimedia files is not permitted.
- Problems or violations of any sort regarding the use of the computer clusters or residential computer network should first be reported to your local Resident Coordinator.

ACS E-Mail Account

1. An e-mail account is created for you as soon as you sign a contract with ACS. You can access it by going to <https://www.acs.edu.lb/mail> or by going to the ACS Website <https://www.acs.edu.lb> and click on "Quick links" then "Mail" and using your username@acs.edu.lb and password provided by the school.
2. You can use this account to access ACS-WIFI after you arrive at ACS, by following the below steps:
 - a. Connect to the ACS-WIFI network.
 - b. When the computer prompts for a username and password enter the following:
 - i. Username: username@acs.edu.lb
 - ii. Password: the same password you use for your mail.
 - c. In case you have a mobile and you need to set up your ACS email, follow the steps below

<u>Android</u>	<u>iOS</u>
<ol style="list-style-type: none"> 1. Menu 2. Settings 3. Accounts 4. Add Account 5. Microsoft Exchange ActiveSync 6. username@acs.edu.lb 7. Password: "Your Own Password" 8. Next 9. Domain\username: username@acs.edu.lb (If required) 10. Exchange server: outlook.office365.com (If required) 11. Ok (Remote security administration) 12. Choose your options (we don't recommend to sync contacts) 13. Next 14. Activate device administrator? Click on Activate (If you already have a device administrator you won't get this message) 15. Give this account a name (Optional): "ACS Mail" 	<ol style="list-style-type: none"> 1. Settings 2. Mail, Contacts, Calendars 3. Add Account... 4. Microsoft Exchange 5. Email: username@acs.edu.lb 6. Password: "Your Own Password" 7. Description: "ACS Mail" 8. Next 9. Server: outlook.office365.com 10. Domain: 11. Username: username@acs.edu.lb. 12. Next 13. Choose what you want to sync (we don't recommend to sync contacts) 14. Save

In case you need assistance, please send an e-mail to ithelpdesk@acs.edu.lb, an IT ticket will be created automatically for you and one of the IT team will contact you to assist.

2-6 ENTERTAINMENT AND LEISURE

Books: There are many bookshops in the vicinity of the School selling a wide range of books in several different languages.

Newspapers: A wide variety of foreign newspapers and magazines can be purchased in Beirut. Such newspapers, with the exception of The International Herald Tribune, are usually a day old. Sunday newspapers usually arrive at mid-week. The Guardian Weekly is available in shops close to campus.

Many local Arabic language dailies are also available. The English language daily, The Daily Star, and the French daily, L'Orient/Le Jour, are published Monday through Saturday.

Television and Radio: CNN, BBC, ITN, and other international television programs can be seen in Lebanon. Cable and satellite link-ups are also available. In addition, there are many local TV and radio stations broadcasting in Arabic, English, and French.

Movie Theaters: There are many good movie theaters in Beirut and the suburbs. Films are shown in their original languages with Arabic, French, or English subtitles.

Cultural Activities: Cultural events (concerts, plays, lectures, films, etc.) abound in Beirut. The School and foreign cultural centers located in Ras Beirut (such as the British Council, the Goethe Institute, the Italian Cultural Center, and the Cervantes Institute), and elsewhere (the Russian Cultural Center in Verdun and the French Cultural Center near the National Museum) frequently sponsor programs. The Beirut Forum brings artists of international caliber such as Julio Iglesias and Tom Jones to Beirut.

Several theaters in and around Beirut offer drama productions in Arabic, English, French, and Armenian. The most renowned are the Theatre de Beirut in Ain el Mreisse and the Theatre al Medina in Hamra Street in Ras Beirut, and the Theatre Ivoire in Sin el Fil in the eastern part of the city.

The Al-Bustan Hotel in the town of Beit-Mary, located in the hills east of Beirut, presents an annual Festival of the Performing Arts offering a rich variety of concerts and plays performed by international artists during February and March.

Restaurants: Many excellent restaurants are located near campus. Chinese, Japanese, Thai, Mexican, French, Italian and western "theme" restaurants flourish, in addition to traditional Arabic restaurants. Fast food restaurants are also situated close to the School. Available free mobile phone apps include: Beirut.com, Beirut City Guide, TripAdvisor, and several others.

Food on campus may be found in the Student Cafeteria located in the Upper School building.

Sports: A variety of sports facilities are available on campus: basketball courts (both indoor and outdoor), a playing field, and an exercise room. Commercial centers close to campus offer exercise rooms, with weight-lifting and other equipment, squash courts, saunas, and swimming pools.

Lebanon boasts several outstanding ski areas offering beginner through expert runs (Faraya, the Cedars, Laqlouq, all within a one to two-hour drive from Beirut). Additionally, numerous facilities for swimming and sailing (usually private clubs) exist on the coast.

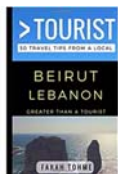
Travelling in Lebanon: The beaches, valleys, mountains, and historical sites of Lebanon are easily accessible to the visitor. Do not limit yourself to the well-known classical attractions of Beirut, Byblos, Baalbeck, and Tyre. Crusader castles, small Roman temples, and dramatic churches carved in sheer rock faces can be discovered off the more traditional tourist routes. Booklets (North Lebanon, Mount Lebanon, and South Lebanon) and attractive brochures on many cities and sites are available at the Ministry of Tourism located on Hamra Street opposite the Central Bank.

2-7 NEWCOMER READING AND VIEWING RECOMMENDATIONS

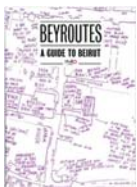
Books-Travel



Lebanon (Bradt Travel Guide) by Paul Doyle (2017)
This new edition of Bradt's Lebanon remains the most comprehensive and detailed English-language guide available. Paperback

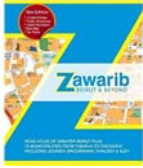


Greater Than a Tourist – Beirut Lebanon: 50 Travel Tips from a Local by Farah Tohme (2017)
Greater than a tourist by Farah Tohme offers the inside scope on Beirut, providing tips from someone who lives there. Slow down, stay in one place, and get to know the people and the culture of a place. Paperback



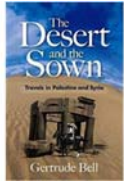
Beyroutes: A Guide to Beirut (2010)
A little old but still fun. Beyroutes presents an exploded view of a city which lives so many double lives and figures in so many truths, myths and historical falsifications. Visiting the city with this intimate book as your guide makes you feel disoriented, appreciative and perhaps

eventually reconciliatory. This guide is an initiative by Studio Beirut and contains many photos in color and illustrations. Paperback



Book Zawarib Beirut and Beyond by Bahi Ghubril (2010)

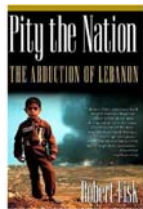
The book contains thousands of new landmarks (total 12.000 entries), hundreds of useful phone numbers, tens of new areas including Jounieh, Broummana, Aley, Tabarja, Choueifat and Khaldeh. We've also packed it with lots of delights such as a wonderful and innovative Beirut bus-map, traffic directions, 'Hakawat' el Zawarib. Paperback



The Desert and the Sown: Travels in Palestine and Syria by Gertrude Bell (2008)

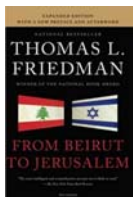
A classic in travel literature, the Desert and the Sown is a magnificent account of personal discovery and political history. This intriguing narrative traces Bell's 1905 sojourn through Lebanon, Syria, and Palestine. With an eye for vivid detail, "the female Lawrence of Arabia" offers intriguing images from her often dangerous "wild travel" through regions never seen by another foreign woman. An inspiring portrait of a woman who overcame the barriers of her generation, as well as a piece of history that offers insight into current events in the Middle East. Paperback

Nonfiction



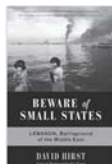
Pity the Nation: The Abduction of Lebanon by Robert Fisk (2002)

Fisk, a highly honored British journalist who wrote for The Times (London) for 11 years and who still lives in Lebanon, conveys those appalling events of 1976-85 with the passionate intensity of someone outraged at the actions that have turned a country and people inside out. Fisk graphically portrays the Lebanese tragedy through interviews, anecdotal information, and thoughtful, incisive analyses. Paperback/Hardcover



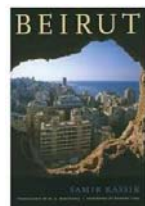
From Beirut to Jerusalem by Thomas L. Friedman (2012)

There have been any number of books that have worked hard at interpreting the mélange called the Middle East. This one, however, makes a difference because it's so well written and captures the psychological mannerisms of the people of Lebanon and Israel--the first step to understanding some of the mysterious "why" that seems to elude the American public and government, a number-one bestseller and winner of the 1989 National Book Award. Paperback



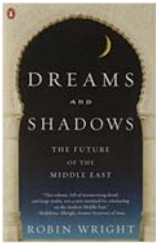
Beware of Small States by David Hirst (2011)

Best general history of Lebanon since the collapse of the Ottoman Empire. By the end of the book, it evolves into a history of the Arab-Israeli conflict. Paperback

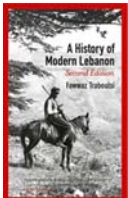


Beirut by Samir Kassir (2010)

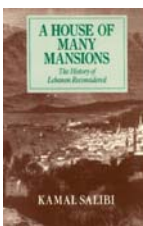
Samir Kassir's Beirut is a passionate tour de force, a love letter to that sparkling capital that takes us on a careening ride through its history. It's a tale that reads like a novel, peopled by missionaries and city-builders, warlords and intellectuals, diplomats and clan leaders. And all along, we know how it ends: in Beirut's implosion into the senseless violence and civil war. Epic in scope, Kassir's masterwork shows us Beirut in all its richness. Hardcover/ Paperback



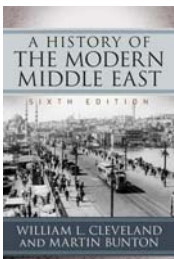
Dreams and Shadows: The Future of the Middle East by Robin Wright (2009)
“Very rarely is our world so faithfully captured. The Middle East in recent decades has only become more complex. Wright’s insights and analyses are critical for any sensible understanding of what is happening. Her greatest contribution is to grasp the deep currents of hope, humanity, and dignity that anchor the often turbulent societies of the region. This book is essential reading.” Hardcover/Paperback
—Rami G. Khouri, syndicated columnist, Beirut’s Daily Star



History of Modern Lebanon by Fawwaz Traboulsi (2012)
This is the second updated edition of the first comprehensive history of Lebanon in the modern period. Written by a leading Lebanese scholar, and based on previously inaccessible archives, it is a fascinating and beautifully-written account of one of the world's most fabled countries. This edition contains a new chapter and updates throughout the text. This is a rich history of Lebanon that brings to life its politics, its people and the crucial role that it has always played in world affairs. Paperback/Hardcover/eBook



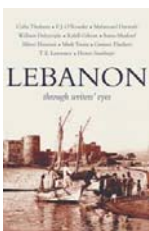
A House of Many Mansions: The History of Lebanon Reconsidered by Kamal Salibi (1990)
Salibi offers a major reinterpretation of Lebanese history and provides remarkable insights into the dynamic of Lebanon's recent conflict. In so doing, he illuminates important facets of his country's present and future. This book also gives a masterly account of how the imagined communities that underlie modern nationalism are created and will be of interest to students of international affairs as well as Near Eastern scholars.
Paperback/Hardcover/eBook



A History of the Modern Middle East by William Cleveland and Martin Bunton (2016)
A History of the Modern Middle East examines the profound and often dramatic transformations of the region in the past two centuries, from the Ottoman and Egyptian reforms, through the challenge of Western imperialism, to the impact of US foreign policies. Built around a framework of political history, while also carefully integrating social, cultural, and economic developments, this expertly crafted account provides readers with the most comprehensive, balanced and penetrating analysis of the modern Middle East. Paperback



What Every American Should Know About the Middle East by Melissa Rossi (2008)
“If there is a livelier, less ponderous, more agenda-free, better researched, more relevant publication that provides such a wealth of historic and incidental information alongside all the ‘need to know’ stuff on this complex part of the world, I would like to find it.” Paperback
—Pat Lancaster, editor of Middle East Magazine

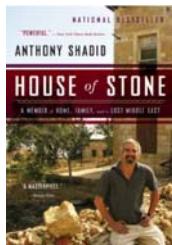


Lebanon: Through Writers' Eyes (Through Writers' Eyes) by Ted Gorton and Andree Feghali Gorton (2009)
This is a record of the people who visited Lebanon from 1800 BC to the present; and of the Lebanese themselves, writing about their homeland, their religions, their joys, their wars, and their sorrows. The potential visitor to Lebanon will discover a country that is infinitely richer, more diverse, and perennial than the headlines of the last few decades might suggest. The reader will delight in familiar, and discover some less familiar, treasures of description, analysis, and literature. Paperback



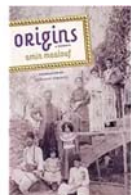
A Beirut Heart by Cathy Sultan (2015)

This disturbing and yet beautiful memoir, written by a courageous housewife, places us inside something we seldom think about – domestic survival during civil war. A Beirut Heart imposes upon the reader a haunting metaphor about how the tragic destruction of a great city can be paralleled in the psyche of even the most resilient of its inhabitants. Paperback/eBook



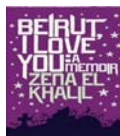
House of Stone: A Memoir of Home, Family, and a Lost Middle East by Anthony Shadid (2012)

In the summer of 2006, racing through Lebanon to report on the Israeli invasion, Anthony Shadid found himself in his family’s ancestral hometown of Marjayoun. There, he discovered his great-grandfather’s once magnificent estate in near ruins, devastated by war. One year later, Shadid returned to Marjayoun, not to chronicle the violence, but to rebuild in its wake. Note: On February 16, 2012, Anthony Shadid died at the age of 43 in Syria, while reporting for the New York Times, before the publication of his memoir. Hardcover/Paperback/eAudio



Origins: A Memoir by Amin Maalouf and Catherine Temerson (2008)

A riveting and intriguing memoir, resulting in an excellent family saga that also works as a mystery and even as a discourse on the political culture of Lebanon. Maalouf is a gifted writer; he has a knack for maintaining dramatic tension as he reveals his efforts to uncover his family’s secrets, layer by layer, as his search extends over three continents. This is an intensely personal and compelling story.” Hardcover/Paperback



Beirut, I Love You: A memoir by Zena El Khalil (2009)

Written with an honest, profound simplicity, Zena is intoxicated by the country’s contradictions—“Lebanon was, and always will be, schizophrenic”—and attempts to come to terms with her role among her friends, family, and city. Paperback



A World I Loved: the Story of an Arab Woman by Wadad Makdisi Cortas (2009)

"This is my story, the story of an Arab woman. It is the story of a lost world." So opens this haunting memoir by Wadad Makdisi Cortas, who eloquently describes her personal experience of the events that have fractured the Middle East over the past century. Paperback

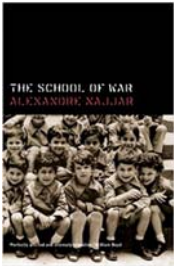


Teta, Mother, and Me: three Generations of Arab Women by Jean Said Makdisi (2007)

Makdisi moves easily between dispassionate historical report and deeply felt emotion, mining first-person accounts where available and offering extensive research to fill in the gaps. Touching on one calamitous event after the other, from the devastating post-WWI famine in the Levant through the Palestinian-Israeli conflict and up to the Lebanese civil war—and explaining how the lives of women shaped and were shaped by each—Makdisi demonstrates how discussions of tradition and modernity generally miss the mark. Paperback

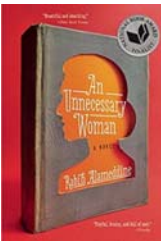


The Day Nina Simone Stopped Singing by Darina Al-Joundi (2011)
Raised on Charles Baudelaire, A Clockwork Orange, and fine Bordeaux in 1970s Lebanon, Darina Al-Joundi was encouraged by her unconventional father to defy all taboos. As the bombs fell, she lived an adolescence of excess and transgression, defying death in nightclubs. It is beautifully taut and relentlessly unemotional... A pitiless, steely narrative, alternately heartbreaking and compelling. Paperback/ eBook

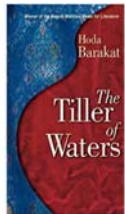


The School of War by Alexandre Najjar(2006)
A marvelously affecting memoir of the war in Lebanon: perfectly pitched and intensely evocative, and all the more powerful for being seen through the eyes of a child. Paperback

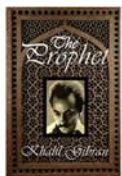
Literature



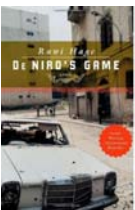
An Unnecessary Woman by Rabih Alameddine (2014)
“Around and about the central narrative, like tributaries, flow stories of those people Aaliyah has known...The city of Beirut itself is a character, collapsing, reshaping, renewing, mod-ern-ising as Aaliyah herself grows old. Aaliyah’s mordant wit is lit by Alameddine’s exquisite turns of phrase... An Unnecessary Woman is a story of innumerable things. It is a tale of blue hair and the war of attrition that comes with age, of loneliness and grief, most of all of resilience, of the courage it takes to survive, stay sane and continue to see beauty. Read it once, read it twice, read other books for a decade or so, and then pick it up and read it anew. This one’s a keeper.” Hardcover/Paperback/ MP3 Audio



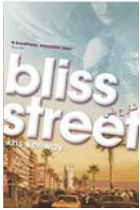
The Tiller of Waters by Hoda Barakat (2004)
This spellbinding novel narrates the many-layered recollections of a hallucinating man in devastated Beirut. The desolate, almost surreal, urban landscape is enriched by the unfolding of the family sagas of Niqula Mitri and his beloved Shamsa, the Kurdish maid. "A powerful story of humanity, of what should be, or should have been, protected." Paperback



The Prophet by Kahlil Gibran (Lebanon’s most well known author) (1923)
Kahlil Gibran was among the most important Arabic language authors of the early twentieth century. Born in 1883 in Lebanon, he spent the last twenty years of his life (to 1931) in the United States. He is the author of numerous volumes, the most famous of which is THE PROPHET, translated into over twenty languages. Hardcover/Paperback

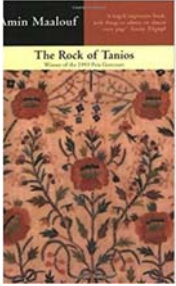


De Niro's Game by Rawi Hage (2008)
Bassam dreams of leaving Beirut and escaping to Rome, where even the pigeons "look happy and well fed." To fund his escape, he enters into a scheme with his best friend, George, to skim funds from a poker arcade. Their days of riding the streets of West Beirut gives way to betrayal and violence more ferocious than either self-styled thug had bargained for. Paperback/eBook



Bliss Street by Kristin Kenway (2004)

Kris Kenway achieves something quite rare -- he really gets under the skin of Beirut, a place with which he clearly has a deep love-hate relationship, and conveys all its quirks with genuine tenderness, making this a novel that is much more than just its plot. 'A warm, bittersweet novel, with a haunting, disturbing picture inside. Paperback



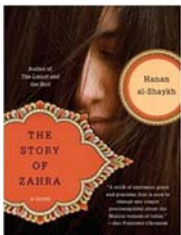
The Rock of Tanios by Amin Maalouf (or anything by Maalouf) (1995)

Journalist and novelist Maalouf won the 1993 Goncourt Prize for his depiction of social and political turmoil in Lebanon during the 1880s, which is based on a true story. His book concerns not only rapidly changing social ties but also the traditional bonds and customs that are the essential fabric of a culture. Using a refreshing, nearly folkloric style that turns his protagonist, Tanios, into a classic hero, Maalouf details the shifting alliances and international power struggles that follow the murder of a patriarch. As a result, the reader is propelled into the world of myth yet gains a very real sympathy for the vivid characters. Like any good storyteller, Maalouf gives you the facts but also the paradoxes, leaving you with a sense of mystery. Paperback



The Only Café: A Novel by Linden MacIntyre (2017)

Pierre Cormier had secrets. Though he married twice, became a high-flying lawyer and a father, he didn't let anyone really know him. And he was especially silent about what had happened to him in Lebanon, the country he fled during civil war to come to Canada as a refugee. When, in the midst of a corporate scandal, he went missing after his boat exploded, his teenaged son Cyril didn't know how to mourn him. But five years later, a single bone and a distinctive gold chain are recovered, and Pierre is at last declared dead. The Only Café is both a moving mystery and an illuminating exploration of how the traumatic past, if left unexamined, shadows every moment of the present. Hardcover/Paperback/Audio



The Story of Zahra by Hanan Al-Shaykh (1980)

This rich tale mesmerizes with its frank sexuality and scenes of war-torn Beirut. Zahra is a misfit mistreated by her mother and by her father, a harsh disciplinarian. She leaves her parents to stay with an uncle who has fled to Africa. When his affection for her grows sexual, Zahra agrees to an unsuccessful marriage with his friend Majed. Eventually, she returns to Beirut and begins meeting secretly to have sex with a man who may or may not be a rooftop sniper. Hardcover/Paperback



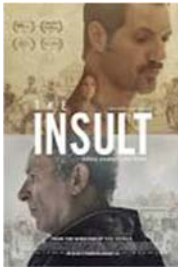
The Bullet Collection by Patricia Sarafian Ward (2013)

War and the tumult of adolescence leave their scars on the hearts of two Beirut-born sisters in this sharply drawn, moving debut about a family in exile. Marianna narrates the story, weaving episodes from their lives in Beirut-ordinary adolescent milestones mingled with the horrors of war-with scenes of their present-day struggles in the U.S. Ward paints a vivid tableau that will be familiar to exiles everywhere: the father, a historian in Beirut, applying for a manager's job at the local supermarket; the parents gamely trying to rally their children's spirits while liable themselves to burst into tears or sink unexpectedly into grim silence. Hardcover/Paperback



Under the Bombs, Director: Philippe Aractingi (2007)

During a cease-fire in the Lebanon-Israel conflict of 2006, a Christian taxi driver brings an untraditional Shiite woman from Beirut to the heart of the conflict in the country's south. While they scour the rubble of local towns for her son, who was sent to live with her traditional family while she was staying with her husband in Dubai, they discover that despite their very different backgrounds they have much in common. And during their trip through the desolate countryside, the two travelers develop a deep bond as a response to the death striking all around them. The film was shot entirely on location during the summer of 2006, in the middle of the ruins of war-torn Lebanon. Aractingi only hired two professional actors, the rest are real refugees, journalists, soldiers, etc..., playing themselves. [Watch the trailer](#)



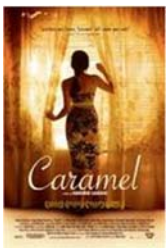
The Insult, Director: Ziad Doueiri (2017)

This current film was the first Lebanese film nominated for an Academy Award. From Rotten Tomatoes: In today's Beirut, a civilian dispute blown out of proportion finds Tony, a Lebanese Christian, and Yasser, a Palestinian refugee, facing off in court. As the media circus surrounding the case threatens a social explosion in divided Lebanon, Tony and Yasser reconsider their values and beliefs as revelations of trauma complicate their understanding of one another. [Watch the trailer](#)



West Beirut, Director: Ziad Doueiri (1998)

The Lebanese director Ziad Doueiri left his native Beirut at the age of twenty, came to America, wound up as a cameraman on Quentin Tarantino pictures, and has now returned to his hometown to make his first feature. Tarek is a rebellious class clown and aspiring filmmaker, a restless Lebanese teenager who rails against European colonialism with little acts of defiance at the French High School of Beirut. It's 1975. Fighter jets ominously scream overhead, soldier convoys rumble through the streets, and the tensions that grip the city explode when a violent terrorist attack sinks Beirut into civil war. [Watch the trailer](#)



Caramel, Director: Nadine Labaki (2007)

The film shows us a Lebanon we rarely see. The setting is a Beirut beauty salon La Belle owned by Layale with whom the handsome Youssef, a police officer, is infatuated. Also working in the shop is Rima whose same sex interest in a beautiful patron is subtly explored, and regulars in the salon include an aging wannabe actress, Jamale, a non virgin bride to be, Nisrine, and an older seamstress, Rose, who has elected to relinquish her hopes for love in favor of continuing to care for her humorously senile mother Lili. [Watch the trailer](#)



Where Do We Go Now?, Director: Nadine Labaki (2011)

Christians and Muslims lived peacefully together for years in this small Lebanese village, but animosities begin to build among the men as a result of slights and misunderstandings. The women of the village conspire to avert sectarian strife through a series of harebrained plans, none of which succeeds in slowing down the escalating spiral of violence. When tragedy strikes, the women find themselves driven to make a deeply personal sacrifice for the sake of peace. [Watch the Trailer.](#)

Qifa Nabki is a blog about Lebanese politics, history, and culture, written by Elias Muhanna, an Assistant Professor of Comparative Literature at Brown University. In addition to his academic scholarship, Muhanna is a frequent contributor to such publications as The New York Times, The Nation, Foreign Policy, and The Guardian, where he writes on political and cultural issues in the contemporary Middle East.

Tim and Midge

Published by teachers who arrived in the fall of 2013 with their two girls. It records their impressions and adventures while teaching at ACS.

This is Beirut

When I walk the streets of Beirut, it's a calm and cool journey and my hope is to bring you along for the ride towards a different perspective.

Link to other Lebanese blogs

Websites – News and Travel

News	Naharnet , The Daily Star
Lebanon	The Ministry of Tourism, Lebanon , Live Love Lebanon , Digital Documentation Center , Beirut Spring
Beirut	Timeout Beirut ,
Events	Lebtivity
Food	No Garlic No Onions

Apps

Taxi	Uber: https://www.uber.com/en-LB/cities/beirut/ Careem: https://twitter.com/careemleb?lang=en Allo: http://www.allotaxi.com.lb/
Travel	Live Love Lebanon
Food Delivery	Onlivery , Toters , Zomato , Spinneys
Coupons	Maksoum , Gosawa

Instagram and Twitter

Twitter Feeds

ACS	@gmacgilpin	ACS Head of School
	@ACSBeirut	ACS news
News	@Beirutspring	Runs Beirut Spring blog
	@Sarah_Birke	ME & NA correspondent for the Economist
	@UKinLebanon	UK in Lebanon
	@Nadimhoury	Director, Terrorism/Counter Terrorism Program, Human Rights Watch. A recovering Levantine in Paris.
	@DailyStarLeb	Lebanon's Leading English-language paper
	@RamiKhouri	Senior Fellow & journalism professor, American Univ. of Beirut; syndicated columnist; nonresident senior fellow, Harvard Kennedy School.
	@Joyce_Karam	Washington Bureau Chief, Al-Hayat
	@DavidKenner	Beirut based reporter
Events	@Lebtivity	Lebtivity- events around Lebanon

AMERICAN COMMUNITY SCHOOL - TEACHERS

Pay slip

Employee : ██████████ Currency: LBP
 NFSS No : ██████████ Starting date: 01/09/2014 EE Tax Nbr : ██████████ Date: December, 2016
 Department: ██████████ Family Status : ██████████

Earnings	Amount	Deductions	Amount
Basic Salary	785,000	Income Tax	2,015,985
On Account	3,738,042	NSSF Subscriptions	50,000
Transportation	592,000	401K ROTH Plan	2,261,250
E--Adjst xchange rate	67,846	D--Telephone	11,000
E--Benefits Tax Refund	1,530,393	D--Miscellaneous deduct.	54,722

Total Earnings : 6,713,281 **Total Deductions** : 4,392,957

NET TO PAY 2,320,324

Lebanese Income Table as per Decree No. 107 (official Gazette No. 36 July 30, 1999)

Annual Income		USD	Annual Tax Payable	
Tax Bracket	Accumulated Bracket	Tax Rate	Income Tax Payable	Accumulated Income Tax Payable
	0			
1	4,000	4,000	2%	80
2	6,000	10,000	4%	240
3	10,000	20,000	7%	700
4	20,000	40,000	11%	2,200
5	40,000	80,000	15%	6,000
6	80,000	AND ABOVE	20%	16,000
			AND ABOVE	AND ABOVE

ABATEMENT - SPOUSE NOT WORKING			USD	ABATEMENT - SPOUSE WORKING		
	Annual Abatement		Age Cap		Annual Abatement	
	Abatement Amount	Cumulative Abatement Amount			Abatement Amount	Cumulative Abatement Amount
SINGLE	5,000	5,000	NA			
SPOUSE	1,667	6,667	NA	SINGLE	5,000	5,000
1st Child	333	7,000	25 years	1st Child	167	5,167
2nd Child	333	7,333	25 years	2nd Child	167	5,333
3rd Child	333	7,667	25 years	3rd Child	167	5,500
4th Child	333	8,000	25 years	4th Child	167	5,667
5th Child	333	8,333	25 years	5th Child	167	5,833

NB: The tax rate bracket is applied after deducting the applicable Abatement amount. Abatement for children is shared equally for working spouses

Example 1: Status: Married / Spouse working +1

Annual Income: \$ 28,520

Tax Payable:

Abatement	Amount Taxed	Tax Rate	Tax amount
\$ 5,167	\$ 4,000	2%	\$ 80
Taxable Amount	\$ 6,000	4%	\$ 240
\$ 23,353	\$ 10,000	7%	\$ 700
	\$ 3,353	11%	\$ 369
Total	\$ 23,353		\$ 1,389

NET PAY
\$ 27,131

Example 2: Status: Married/Spouse NOT working + 1 child

Annual Income: \$ 28,520

Tax Payable:

Abatement	Amount Taxed	Tax Rate	Tax amount
\$ 7,000	\$ 4,000	2%	\$ 80
Taxable Amount	\$ 6,000	4%	\$ 240
\$ 21,520	\$ 10,000	7%	\$ 700
	\$ 1,520	11%	\$ 167
Total	\$ 21,520		\$ 1,187

NET PAY
\$ 27,333