

## XX MEETING OF THE DEMAND REDUCTION EXPERT GROUP

Inter-American Drug Abuse Control Commission (CICAD)

Spanish Cooperation Training Center

Cartagena de Indias, Colombia, August 26-29, 2019

### INFORMATION BULLETIN

#### AIRPORT AND MEETING TRANSPORTATION

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##### **Airport-Hotel Transfer**

Upon arrival at the airport in Cartagena, a representative from the Hotel Caribe will be waiting for participants with identification sign from the Spanish Cooperation Training Center.

##### **Hotel-Meeting Transfer**

There will be a shuttle service from the Hotel Caribe to the Training Center. The bus is scheduled to leave 30 minutes prior to the start of the work sessions. A shuttle service will also be provided at the end of the work sessions every day.

#### MEETING VENUE AND DATE

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The meeting will be held from August 26 to 29, 2019 at the Spanish Cooperation Training Center in Cartagena de Indias at the following address: Cl. 36 # 2-74, Cartagena, Cartagena Province, Bolivar, Colombia.

**Note:** The working sessions on Thursday, August 29 are exclusively for representatives of Caribbean countries attending the Meeting of the CICAD Caribbean Advisory Council on Demand Reduction, as well as for the participants attending the ISSUP National Chapter and FLACT meetings.

#### COORDINATION

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The meeting is being coordinated by the Executive Secretary of the Inter-American Drug Abuse Control Commission (ES-CICAD). The officers in charge of the coordination are:

Adriana Montana: [amontana@oas.org](mailto:amontana@oas.org)

Tel: (202)-370-4651

Isabella Araujo: [iaraujo@oas.org](mailto:iaraujo@oas.org)

Tel: (202)-370-5490

## **MEETING REGISTRATION**

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Accredited delegates will be able to collect their credentials on August 26 upon arrival at the Spanish Cooperation Training Center.

## **LANGUAGES AND WORKING DOCUMENTS**

Simultaneous interpretation will be offered in both Spanish and English during the meeting.

## **CURRENCY**

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The official currency of Colombia is the peso (\$), issued by the Banco de la Republica. Credit cards such as Visa, Master Card and American Express are widely accepted in most businesses.

## **IMMIGRATION REQUIREMENTS FOR COLOMBIA**

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Before traveling, please verify your visa requirements for Colombia with the Colombian consulate in your country, or in the Consular Services page of the Ministry of Foreign Affairs of Colombia at:

[https://www.cancilleria.gov.co/tramites\\_servicios/visa](https://www.cancilleria.gov.co/tramites_servicios/visa)

If your itinerary includes connections in other countries, please check the visa requirements for these countries as well.

## **ACCOMMODATION**

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Accommodation for all participants is planned at the Hotel Caribe, located at Barrio Bocagrande, Cra. 1a. No. 2-87, telephone +57 5665-0155. The nightly rate is 360,000.00 Colombian pesos (approximately USD\$ 124) for a single room, inclusive of breakfast, dinner, taxes and transfers; or 307,000.00 Colombian pesos (approximately USD\$ 106) inclusive of dinner only (19% of VAT are not included).

AECID will cover the cost of the hotel accommodation and meals of some delegates from Latin American countries as well as from some Caribbean countries. AECID will book all hotel

reservations for the participant registered at the Intercoonecta platform. Those not covered by AECID will be required pay for their accommodation upon arrival at the hotel with cash (Colombian pesos) or credit card.

Participants whose accommodation and meals are not covered by AECID, and who wish to stay at the Hotel Caribe, must send an email to Alexandra Bernal [alexandra.bernal@aecid.es](mailto:alexandra.bernal@aecid.es) requesting a reservation. Participants, who make their reservation directly with the hotel, will not be able to access the corporate rate, and the Airport-Hotel–Airport and Hotel-Training Center-Hotel transportation service will not be included.

## ADDITIONAL INFORMATION

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- Weather: The maximum average temperature in Cartagena is 30 °C (86 °F); and the average minimum is 26 °C (79°C). Rain may occur.
- The dress code for the sessions is formal.
- Electric Current: In all the Colombian territory the domestic electric power is 110 volts at 60 hertz (110V AC, 60Hz)
- Participants must pay airport taxes upon departing Colombia. The tax costs approximately USD\$ 38, which could already be included in the air ticket; otherwise, it must be paid at the airport in Colombian pesos or US dollars.
- All Brazilian and Costa Rican citizens must have a vaccination certificate against Yellow Fever. Likewise, any participant of another nationality who has remained in Colombia and is going to enter these countries must also have this vaccine.
- AECID does not provide medical insurance coverage. The Training Centers are not responsible for possible accidents / illnesses that may occur during the days of stay in the country.
- If you need more information for travelers to Colombia visit the website of the Ministry of Foreign Affairs of Colombia <https://newark.consulado.gov.co/viajar/recomendaciones>

## RULES FOR PARTICIPATION

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The Secretariat for Multidimensional Security (SMS) aspires to create a working environment in which participants can share their opinions and perspectives, and fully participate in activities without fear of reprisal, intimidation or harassment. The rules apply to all types of activities, including social events, and are aligned with the OAS Executive Order No. 15-02, “Policy and Conflict Resolution System for Prevention and Elimination of All Forms of Workplace Harassment,” which is available for your information at <http://www.oas.org/legal/english/gensec/exor1502.htm>