

SIXTY-EIGHTH REGULAR SESSION
December 9-11, 2020
Tequendama Hotel and Convention Center
Bogota, Colombia (semi in-person)

OEA/Ser.L/XIV.2.68
CICAD/INF.2/20
December 1, 2020
Original: Spanish

INFORMATION BULLETIN

Delegations may download the documents from the CICAD website:
[Sixty-eighth regular session of CICAD](#)



1. Meeting Details

The sixty-eighth regular session of the Inter-American Drug Abuse Control Commission (CICAD) will be held semi in-person, in Bogota, Colombia, and through the KUDO virtual platform, from Wednesday 9 to Friday 11 December 2020.

Delegations from member states: Invited to participate in person (maximum two people per delegation).

Delegations of Permanent Observers, Representatives of International Organizations, Civil Society and Special Guests: Invited to participate virtually.

2. Technical and Logistical Coordination

Technical aspects of the meeting will be coordinated by the CICAD Executive Secretariat (ES/CICAD) of the Organization of American States (OAS).

Contact: María Virginia García
Telephone: (+1) 832-946-9946
E-Mail: MVGarcia@oas.org

Logistical aspects of the meeting will be coordinated by the OAS Department of Conferences and Meetings Management (DCMM).

Contact: Gloria Uribe
Telephone: (+1) 301-825-4993
E-mail: GUrube@oas.org

Logistical aspects of the meeting will be coordinated by the Ministry of Foreign Affairs of the Republic of Colombia:

Contact: Gabriel Eduardo Martínez
Officer of the General Directorate of Protocol
Telephone: (+57) 312-420-7605
E-mail: gabriel.martinez@cancilleria.gov.co

3. Participant Registration

a) In-person attendance

Due to current COVID-19 pandemic restrictions, two representatives designated by each member state may attend in person to speak during the session in Bogota.

To register as a participant, please complete the registration table below, and e-mail to Juliana Peralta (JPeralta@oas.org) no later than Friday, December 4.

Last Name	First Name
Position/Institution	
Country	

ID badges may be collected on Wednesday, December 9, starting at 7:00 am at the Hotel Tequendama, the event venue.

For security reasons, ID badges should be displayed throughout the meeting. Delegates will be asked to present an official identification and/or a copy of their official credentials when they register so as to receive their ID badge.

b) Virtual attendance as PARTICIPANT in representation of member states

In addition to the two delegates participating in-person, delegations of member states may accredit representatives for virtual participation. Due to the platform's limited, up to two representatives per member state may be registered to speak during the session.

To register as a virtual participant, please complete the registration table below, and e-mail to Maria Virginia Garcia (MVGarcia@oas.org) no later than Thursday, December 3.

Last Name	First Name
Position/Institution	
Country	
E-mail	
Cell phone (WhatsApp – in case technical assistance is required)	

Duly accredited delegates may access the virtual sessions through the link: live.kudoway.com using the registered email and password. We recommend using an email, for example, a personal email, that does not have security filters.

Delegates who will participate virtually should connect to the session one hour before the start of the session to test the video and microphone and ensure that the meeting starts on time.

Instructions on how to connect to the KUDO platform can be found through the following link: <http://scm.oas.org/pdfs/2020/KUDOenglish.pdf>

Please consider the following recommendations for accessing the platform:

- Verify with your respective technology departments that the domains kudoway.com and live.kudoway.com are added to the Whitelist of the firewall and the mail server.
- Connect via Chrome, preferably from a desktop computer or a laptop.
- If you have a Virtual Private Network (VPN), you should disconnect from it.
- The password must contain 10 characters (including at least one capital letter, one number, and one special character).
- Use the email address you indicated in your registration
- A good internet connection is required.

c) Virtual attendance as PARTICIPANT on behalf of permanent observers from the OAS, international organizations and civil society

Due to the platform's limited capacity, OAS permanent observer states, international organizations, and civil society organizations registered with the OAS may register one delegate to participate virtually. The designated delegate may speak in the corresponding session according to the meeting's schedule of activities.

To register as a virtual participant, please complete the registration table below, and e-mail to Paula Demassi (PDemassi@oas.org) no later than Thursday, December 3.

Last Name	First Name
Position/Institution	
Country	
E-mail	
Cell phone (WhatsApp – in case technical assistance is required)	

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- If you have a Virtual Private Network (VPN), you should disconnect from it.
- The password must contain 10 characters (including at least one capital letter, one number, and one special character).
- Use the email address you indicated in your registration
- A good internet connection is required.

4. Practice session

A practice session has been scheduled for Monday, December 7 between 9:00 am and 3:00 pm (Bogota/Washington D.C. time) so that participants can familiarize themselves with the platform. We request that those who will participate in the meeting virtually and will speak, as well as those who will be giving presentations or are in panels, connect to this practice session.

Duly accredited delegates may access the practice session through the link: live.kudoway.com using the email provided in their registration and password.

5. Accommodation

The meeting venue is the Tequendama Hotel and Convention Center, whose rooms and services have been made available for the event so as to provide the best attention to participants, as well as meeting all Biosafety Protocols for the prevention of COVID- 19.

The Colombian Ministry of Foreign Affairs, through the Colombian Office of General Coordination, has negotiated preferential rates for this event. To obtain these special rates, guests must manage their reservation directly through the contact information provided by the hotel (below), and cover their accommodation expenses together with any other related costs.

HOTEL	ROOM TYPE	RATES	POINT OF CONTACT TO MAKE A RESERVATION
TEQUENDAMA HOTEL AND CONVENTION CENTER	Single	220.000 COP	Name: Tina Calderón Email: Tina.calderon@ghlhoteles.com Cell phone: 3004668823
	Double	240.000 COP	
	Master King	260.000 COP	
	Junior Suite	280.000 COP	

** Hotels in Colombia are currently exempt from IVA due to the Pandemic.

* Hotel insurance (\$ 8,100 COP) is not included in the rates, and is optional.

It is important to note that room reservations will be assigned in the order they are requested. Cancellations and changes required by each guest will be subject to the hotel's current rules and policies.

6. Languages and Documents

The sixty-eighth regular session of the Inter-American Drug Abuse Control Commission (CICAD) will be conducted in the four official languages of the OAS: Spanish, English, Portuguese, and French. Simultaneous interpretation services will be provided in those languages. Upon entry to the KUDO platform, kindly click on "floor" and select your preferred language.

English and Spanish working documents of the meeting are available on the [CICAD webpage](#).

7. Communications

Wireless internet will be available at the event venue. Participants are responsible for covering their domestic and international telephone costs.

8. Entry and exit country requirements

Participants who attend in person are required to fill out the Colombian Migration Check-Mig application between 24 hours and up to 1 hour prior to the closing of their flight, so as to optimize time on entry at the Migration Control Post.

The Colombian Migration Check-Mig application is available through the following link:

<https://apps.migracioncolombia.gov.co/pre-registro/public/preregistro.jsf>

Visa requirements to enter Colombia for delegates carrying diplomatic and official passports can be found through the following link:

https://www.cancilleria.gov.co/tramites_servicios/visa/requisitos

Participants who require an entry visa must apply for one, depending on the case, at a Colombian Consulate (see Annex 1).

9. Welcome and pick up from El Dorado International Airport

Officials from the Government of Colombia will welcome all participants at the El Dorado International Airport in the city of Bogota.

It is important, therefore, that delegates transmit their flight information through a verbal note addressed to the General Directorate of Protocol of the Ministry of Foreign Affairs of Colombia, and send to the following emails no later than December 4, 2020:

direccionprotocolo@cancilleria.gov.co

yair.ardila@cancilleria.gov.co

ana.plazas@cancilleria.gov.co and

martha.barbosa@cancilleria.gov.co

Kindly note that transportation will be provided for delegates from the airport to the hotel venue.

10. Security protocols related to the COVID-19 pandemic

Everyday Preventive Measures to Help Prevent the Spread of Respiratory Diseases

- Mandatory use of mask.
- Wash your hands properly with soap and water.
- Use of antibacterial gel and alcohol.
- Clean and disinfect objects and surfaces that are touched.
- Avoid close contact with sick people.

- If you have cold symptoms, stay isolated.

Any signs of symptoms should be reported to the event's Organizing Committee, which will be in charge of informing pertinent authorities. If said symptoms are contagious, the protocol established by the Ministry of Health must be adopted, which consists of 14 days' isolation and charting a contagious timeline from the date of arrival into the country, as well as carrying out the respective PCR tests on other delegates with whom the person had contact.

Entry into and exit recommendations from El Dorado International Airport

Delegates must enter their data in the Colombian Check-Mig platform and have all their documents to enter the country (boarding pass, passport, QR application code, among others).

Recommendations for entering Public and Private Establishments

- Take into account that when entering any public or private establishment, data is being collected, temperature being taken through infrared thermometers, and antibacterial gel and alcohol being applied as preventive measures.
- Maintain social distancing of two meters.

11. Medical Care

Medical ambulance service will be available at the event venue. Participants are responsible for the cost of any medical care. It is recommended that participants have insurance with international coverage for major medical expenses.

12. General Information

a. Voltage

The standard voltage is 120V and the frequency is 60Hz.

b. Weather

The average maximum daily temperature in Bogota in December is between 80 and 83 Fahrenheit (27 to 28 Celsius). The average minimum temperature during the month of December ranges between 48 and 52 degrees Fahrenheit (9 to 11 degrees Celsius).

Annex 1

VISAS

Countries that require a visa to enter Colombia

COUNTRY	REQUIRE VISA
ANTIGUA AND BARBUDA	NO
ARGENTINA	NO
BAHAMAS	NO
BARBADOS	NO
BELIZE	NO
BOLIVIA	NO
BRAZIL	NO
CANADA	NO
COSTA RICA	NO
CHILE	NO
CUBA	YES
DOMINICA	NO
DOMINICAN REPUBLIC	NO
ECUADOR	NO
EL SALVADOR	NO
GRENADA	NO
GUATEMALA	NO
GUYANA	NO
HAITI*	YES
HONDURAS	NO
JAMAICA	NO
MEXICO	NO
NICARAGUA*	YES
PANAMA	NO
PARAGUAY	NO
PERU	NO
SAINT KITTS AND NEVIS	NO
SAINT LUCIA	NO
SAINT VINCENT AND THE GRENADINES	NO
SURINAME*	YES
TRINIDAD AND TOBAGO	NO
UNITED STATES	NO
URUGUAY	NO
VENEZUELA	NO

Note: *A visa is needed for every type of passport (diplomatic, official, special and ordinary).

*A visa is needed only for ordinary passports.

OBSERVER COUNTRY	REQUIRE VISA	OBSERVER COUNTRY	REQUIRE VISA
Algeria	Yes	Monaco	No
Angola	Yes	Montenegro	No
Armenia	Yes	Morocco*	Yes
Austria	No	Netherlands	No
Azerbaijan	Yes	Nigeria	Yes
Belgium	No	Norway	No
Benin	Yes	Pakistan	Yes
Bosnia and Herzegovina	No	Philippines	No
Bulgaria	No	Poland	No
China, People's Republic of	Yes	Portugal	No
Croatia	No	Qatar	No
Cyprus	No	Republic of Albania	No
Czech Republic	No	Republic of Korea	No
Denmark	No	Republic of Latvia	No
Egypt	Yes	Republic of North Macedonia	Yes
Equatorial Guinea	Yes	Republic of Moldova	Yes
European Union	No	Republic of Bangladesh	Yes
Estonia	Yes	Romania	No
Finland	No	Russian Federation*	No
France	No	Saudi Arabia	Yes
Georgia	No	Serbia	No
Germany	No	Slovakia	No
Ghana	Yes	Slovenia	No
Greece	No	Spain	No
Holy See	No	Sri Lanka	Yes
Hungary	No	Sweden	No
Iceland	No	Switzerland	No
India*	Yes	Thailand	Yes
Ireland	No	Tunisia	Yes
Israel	No	Turkey	No
Italy	No	Ukraine	Yes
Japan	No	United Kingdom and Northern Ireland	No
Kazakhstan	No	Vanuatu	Yes
Lebanon	Yes	Yemen	Yes
Liechtenstein	No		
Lithuania	No		
Luxembourg	No		
Malta	No		

Note: *Countries with which Colombia has signed visa exemption agreements in diplomatic, official or service passports.

Nationals of countries with which Colombia has signed agreements on visa exemption do not require a visitor visa to enter or stay in national territory as tourist visitor, temporary visitor and technical visitor.