



Organization of American States

17th St. & Constitution Avenue N.W.  
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United States of America

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[www.oas.org](http://www.oas.org)

INTER-AMERICAN DRUG ABUSE  
CONTROL COMMISSION

**CICAD**

Secretariat for Multidimensional Security

FIFTIETH REGULAR SESSION  
November 2 to 4, 2011  
Buenos Aires, Argentina

OEA/Ser.L/XIV.2.50  
CICAD/doc.INF.1/11  
28 September 2011  
Original: Spanish

## INFORMATION BULLETIN

### 1. Place and date

The fiftieth regular session of the Inter-American Drug Abuse Control Commission (CICAD) will take place on November 2 to 4, 2011, in Buenos Aires, Argentina. The sessions will be held at the Palacio San Martín, which belongs to the Foreign Ministry of the Argentine Republic and is located at Calle Arenales 761 in the city of Buenos Aires.

### 2. General coordination

This regular session will be coordinated by the **CICAD Executive Secretariat**, located at 1889 F Street, N. W., 8th floor, Washington, D.C., 20006; tels: (202) 458-3178 and (202) 458-3179; fax: (202) 458-3658.

Coordination in Argentina will be provided by the **CICAD 50 Organizing Committee**, represented by the following individuals:

- Dr. José Ramón Granero, General Coordinator, CICAD 50 Organizing Committee, Secretary of State for SEDRONAR – Office of the President of the Nation.
- Dr. Guillermo Serpa Guñazú, Assistant to the General Coordinator, Advisor to the Secretary of State for SEDRONAR – Office of the President of the Nation.
- Mr. José Alberto Rositano, Member of the CICAD 50 Organizing Committee, Advisor to the Secretary of State for SEDRONAR – Office of the President of the Nation.

Tel: (+5411) 4-320-1200

Cel: (+54911) 40849034

Fax: (+5411) 4-320-1231

E-mail: [cicad50.argentina@sedronar.gov.ar](mailto:cicad50.argentina@sedronar.gov.ar)

### 3. Participant registration and accreditation

Participants may register using any of the methods indicated below. However, the Secretariat would appreciate the use of electronic registration.

- a. Using the web page <http://www.cicad.oas.org/Events>, for which participants will need an e-mail address and the event code **AR0015**, in addition to following the instructions indicated. (See Annex III.)
- b. By fax, filling out the attached registration form (Annex II), which should be returned prior to the start of the event to (+1) 202-458-3658 or via e-mail to the Executive Secretariat of CICAD, Attn. Maria Juliana Lujan, [MLujan@oas.org](mailto:MLujan@oas.org)
- c. In person, at the CICAD 50 registration desk that will be open on Tuesday, November 1, from 2:00 p.m. to 5:30 p.m., and on Wednesday, November 2, from 7:30 a.m. to 9:00 a.m., in the accreditation area of the Palacio San Martín.

#### **4. Accommodation**

For your convenience and ease of transportation, all participants are recommended to find accommodation at any of the hotels listed in **ANNEX IV**, which are located a short distance from the Palacio San Martín. Please bear in mind the following considerations:

- Government tax, equal to 21% of total billing, is included in the rates listed in the Annex.
- All reservations at preferential rates must be confirmed before **October 15, 2011**; otherwise, regular rates will apply.
- **Check-in / check-out times:** Check-in begins at 5:00 p.m., and check-out time is 11:00 a.m. Early check-ins, along with any extension of the check-out time, must be negotiated directly with the hotel, and will depend on the number of guests arriving and departing that day.
- All rooms include continental breakfast, taxes, and service charges, and, in most cases, internet in the hotel's public areas.
- Participants are urged to make their reservations as soon as possible, either through their embassies or by contacting the hotels by telephone or internet.
- All participants must make their reservations directly with their hotels. Please indicate that you will be attending the CICAD 50 meeting in order to obtain the special rates. All hotel expenses are to be met by the individual participants.

#### **5. Working languages and documents**

All the working documents will be published in the four official languages of the Organization of American States: English, French, Portuguese, and Spanish. Simultaneous interpreting between the four languages will also be provided at the working sessions.

#### **6. Requirements for entering and leaving the country**

Delegates will be responsible for meeting all entry requirements established by the Government of the Argentine Republic. Participants who require visas (see **ANNEX I**) to enter the country must contact either the Argentine consulate in their home countries or the closest consular office.

#### **7. Flights**

All delegates and observers are recommended to make their return travel reservations as soon as possible, either directly with the airlines or through travel agencies.

**8. Arrival at airport**

Ministro Pistarini International Airport (Ezeiza Airport) is located approximately 30 minutes from the city of Buenos Aires.

A taxi from the airport to downtown Buenos Aires costs around US\$50.

The Government of Argentina will provide all participants with transportation from the airport to their hotels, and vice-versa. Please complete the form in **ANNEX V** and return it by e-mail or fax to the CICAD 50 Organizing Committee. This requirement is personal for each participant and is required for the airport transfer service to be offered.

**9. Other relevant information**

**a. Bank hours:**

Banks are open from 10:00 a.m. to 3:00 p.m.

**b. Store hours**

Shops in Buenos Aires open from 9:00 a.m. to 8:00 p.m.

Shopping centers close at 10:00 p.m.

**c. Currency**

Local currency is the Argentine peso (\$), and the exchange rate is 4.20 to the U.S. dollar.

**d. Weather**

The weather in November is generally pleasant, with sunny days and cool nights. At this time of year, however, occasional gusts of cold air may be felt, caused by the passage of fronts from the south, and these may cause sudden, sporadic drops in temperature.

The average prevailing temperature during the month of November is around 20° C, with a maximum of 25° C and a minimum of 15° C.

**e. Electric supply**

The electric supply is 220 volts / 50 Hz.

**f. Public transport**

Public transport is available to and from all districts of Buenos Aires. Participants are advised to use the taxi service available at their hotels for local transportation. Fares within the city of Buenos Aires are around US\$ 10.00.

ANNEX I

VISA ENTRY REQUIREMENTS FOR OAS MEMBER STATES

Nationality	Visa Requirement
Antigua and Barbuda	<b>VISA REQUIRED</b>
Bahamas	<b>VISA REQUIRED</b>
Barbados	VISA NOT REQUIRED
Belize	<b>VISA REQUIRED</b>
Bolivia	VISA NOT REQUIRED
Brazil	VISA NOT REQUIRED
Canada	VISA NOT REQUIRED
Chile	VISA NOT REQUIRED
Colombia	VISA NOT REQUIRED
Costa Rica	VISA NOT REQUIRED
Dominica	<b>VISA REQUIRED</b>
Dominican Republic	VISA NOT REQUIRED
Ecuador	VISA NOT REQUIRED
El Salvador	VISA NOT REQUIRED
Grenada	VISA NOT REQUIRED
Guatemala	VISA NOT REQUIRED
Guyana	VISA NOT REQUIRED
Haiti	VISA NOT REQUIRED
Honduras	VISA NOT REQUIRED
Jamaica	VISA NOT REQUIRED
Mexico	VISA NOT REQUIRED
Nicaragua	VISA NOT REQUIRED
Panama	VISA NOT REQUIRED
Paraguay	VISA NOT REQUIRED
Peru	VISA NOT REQUIRED
Saint Kitts and Nevis	VISA NOT REQUIRED
Saint Lucia	VISA NOT REQUIRED
Saint Vincent and the Grenadines	VISA NOT REQUIRED
Suriname	<b>VISA REQUIRED</b>
Trinidad and Tobago	VISA NOT REQUIRED
United States	VISA NOT REQUIRED
Uruguay	VISA NOT REQUIRED
Venezuela	VISA NOT REQUIRED

*For further information, please consult the web page of the Ministry of Foreign Affairs, International Trade, and Worship of the Argentine Republic:*

[www.mrecic.gov.ar/portal/temas\\_consulares/visas.html](http://www.mrecic.gov.ar/portal/temas_consulares/visas.html)

L PERÍODO ORDINARIO DE SESIONES DE LA CICAD  
L REGULAR SESSION OF CICAD

**FORMULARIO DE INSCRIPCIÓN / REGISTRATION FORM**

Del 2 al 4 de noviembre de 2011 / November 2 to 4, 2011

Buenos Aires, Argentina

Country or Organization /

País u Organización: \_\_\_\_\_

- PRINCIPAL REPRESENTATIVE / REPRESENTANTE TITULAR
- ALTERNATE REPRESENTATIVE / REPRESENTANTE SUPLENTE
- OBSERVER / OBSERVADOR
- OTHER / OTRO

Personal Information / Información personal:

Last Name / Apellidos		First Name / Nombre	
Position / Cargo			
Institution / Institución			
Permanent Address / Dirección permanente			
Country / País			
Telephone / Teléfono		Fax	E-mail / Correo electrónico
Local Address – Argentina / Dirección local – Argentina		Telephone / Teléfono	
Emergency Contact / Contacto en caso de emergencia			
_____ SIGNATURE / FIRMA			

Please submit this form to Executive Secretariat of CICAD no later than **October 14, 2011** / Sírvase enviar este formulario a la Secretaría Ejecutiva de la CICAD a más tardar el **14 de octubre de 2011**

**Email:** María Juliana Lujan, [MLujan@oas.org](mailto:MLujan@oas.org)

**Tel:** (+1) 202-458-6898 / **Fax:** (202) 458-3658

*\*\*We remind delegates that in addition to sending this Form, it is necessary that they are accredited by their Permanent Missions to the OAS / Les recordamos a los delegados que además de enviar este formulario, es necesario que sean acreditados por sus misiones permanentes ante la OEA*

**INSTRUCTIONS FOR ELECTRONIC REGISTRATION**  
[WWW.CICAD.OAS.ORG/EVENTS](http://WWW.CICAD.OAS.ORG/EVENTS)

The use of MS Internet Explorer version 5 or higher is recommended.

After accessing [www.cicad.oas.org/events](http://www.cicad.oas.org/events), the preferred interface language may be chosen by clicking on “Cambiar a Español / Switch to English” in the upper right-hand part of the screen.

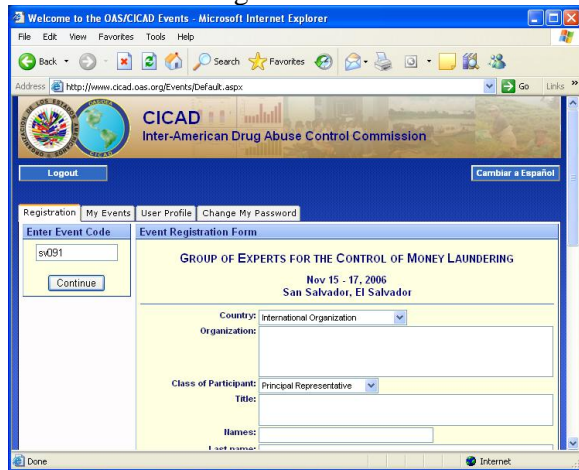
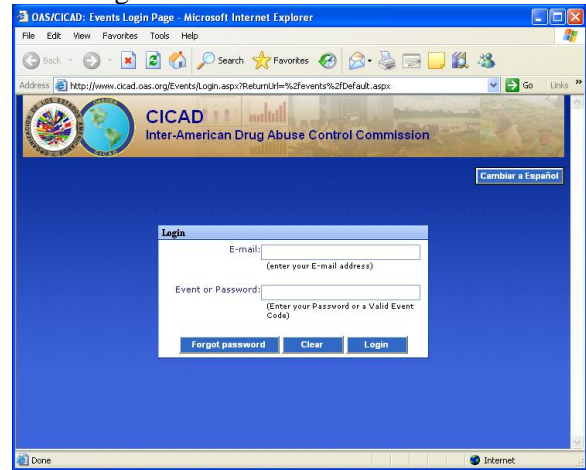
1. In the area marked “E-mail,” enter your e-mail address.

2. In the “Event or Password” box, enter the event code: **AR0015**.

If you have previously registered with this system for other events and chosen a password, you may key in your password to access the registration form or information for this event, or for others where you are registered.

If you cannot remember the password you chose previously, click on the “Forgot password” button; a message, containing your password, will be sent to your e-mail address.

3. Click on the “Login” button.




4. The system will display the registration form.

In the “Country” field, select the country you represent. If you are the representative of an international organization, select “International Organization.”

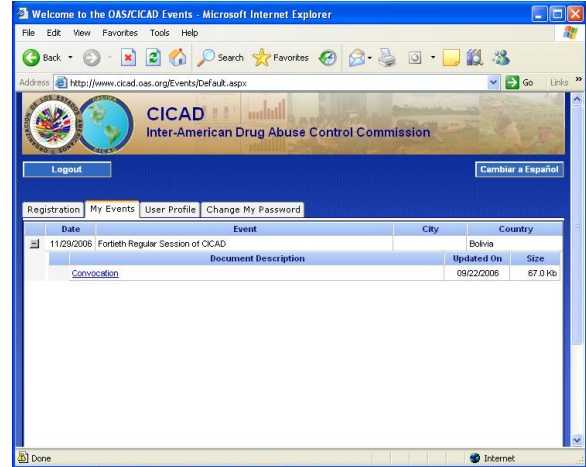
The section containing arrival/departure dates and times and flight numbers may be completed later if you do not have this information to hand at the time you register.

5. Finally, click on the “Submit Registration” button; your details will be sent to CICAD and a confirmation message will be sent to your e-mail address.

The “My Events” tab will display a list of the events for which you are registered.

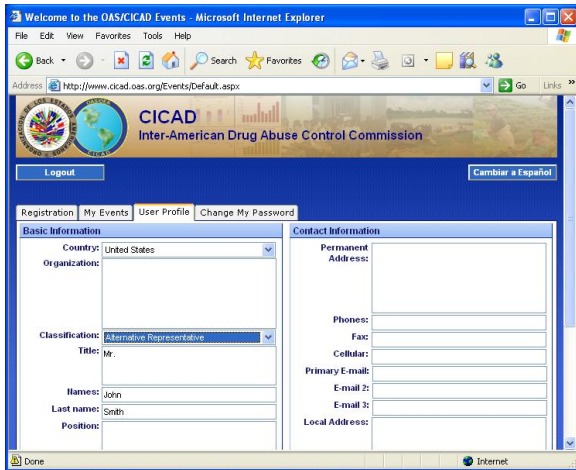
If the  symbol appears to the left of an event, that means that the event has a list of documents, which may be viewed by clicking on that symbol.

To display any specific document, click on the document’s underlined description.



The “User Profile” tab displays basic registration information that will be used for future events for which you register.

This basic information will be displayed only when you enter the system with a password and NOT with an event code.



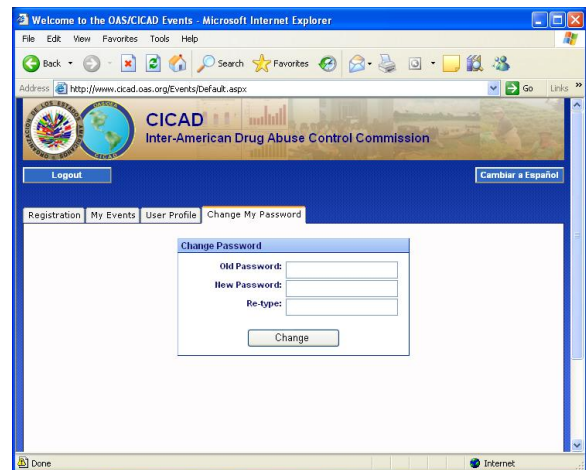
The “Change Password” tab allows you to set a password for personalizing and updating the information on the “User Profile.” This will enable you to access the system at any time, either to review the events for which you are registered or to register for a new event.

If this is the first time you are registering a password, just enter it into the “New Password” box and then again in the “Re-type” box, then click on the “Change” button.

If you have previously set a password and wish to change it, type the password you used to access the system in the “Old Password” box and, in the “New Password” and “Re-type” boxes, enter the new password you wish to use.

Every time you modify your password, the system will send a message to your e-mail address to inform you of the change.

To exit the system, click on the “Logout” button.



ANNEX IV

HOTELS RECOMMENDED

CATEGORY	HOTEL	DISTANCE	NUMBER OF ROOMS	RATE	DEADLINE FOR RESERVATIONS	CONTACT	TEL	E-MAIL
4*	Plaza San Martin Suites	2 blocks	20	US\$ 171.82	Monday, October 17	Jorge Benitez	0054 11 5093 7007	<a href="mailto:jbenitez@plazasanmartin.com">jbenitez@plazasanmartin.com</a>
4*	Howard Jhonson Hotel Boutique Recoleta	6 blocks	6	US\$ 195.00	Friday, September 30	Marina Behar	0054 11 4800 1992	<a href="mailto:mbehar@hjboutiquerecoleta.com.ar">mbehar@hjboutiquerecoleta.com.ar</a>
4*	Feirs Park Hotel	3 blocks	15	US\$ 193.60	Monday, October 10	Cintia Perez	0054 11 4131-1900	<a href="mailto:reservas@frerspark.com.ar">reservas@frerspark.com.ar</a>
4*	Pestana Buenos Aires	4 blocks	20	US\$ 217.80	Friday, September 30	Alejandra Belda	0054 11 5239-1000/-1103	<a href="mailto:alejandra.belda@pestana.com">alejandra.belda@pestana.com</a>
4*	Hotel Belair	6 blocks	20	US\$ 133.10	Wednesday, October 12	Daniela Giraud	0054 11 4021-4000	<a href="mailto:reservas@hotelbelair.com.ar">reservas@hotelbelair.com.ar</a>
5*	Hotel Melia	7 blocks	40	US\$ 193.60	Saturday, October 1	Cecilia Valdez	0054 11 4891-3808/9	<a href="mailto:reservas@meliabuenaosaires.com.ar">reservas@meliabuenaosaires.com.ar</a>
5*	Hotel Four Seasons	7 blocks	45	US\$ 423.50	Saturday, October 1	Nathalia Billoti	0054 11 4321-1234	<a href="mailto:nathalia.billoti@fourseasons.com">nathalia.billoti@fourseasons.com</a>
4*	Hotel NH CRILLON	1 block	23	US\$ 166.35	Reserved for Secretariat Staff	Luciana Garcia	0054 11 5776-6464	<a href="mailto:l.garcia@nh-hotels.com">l.garcia@nh-hotels.com</a>
4*	Loi Suite Arenales	1 block	20	US\$ 107.69	Thursday, October 6	Jorge Esteban Frias	0054 11 4324-9400	<a href="mailto:jorgefrias@loisuites.com.ar">jorgefrias@loisuites.com.ar</a>
4*	Loi Suites Esmeralda	3 blocks	15	US\$ 102.85	Thursday, October 6	Jorge Esteban Frias	0054 11 4131 6800	<a href="mailto:jorgefrias@loisuites.com.ar">jorgefrias@loisuites.com.ar</a>
4*	Argenta Tower	1 block	30	US\$ 157.30	Friday, September 30	M. Jimena Bravo	0054 11 4325-4100	<a href="mailto:ventas@argenta-tower.com.ar">ventas@argenta-tower.com.ar</a>
5*	Sheraton	2 blocks	30	US\$ 205.70	Saturday, October 15	Tomas Morteo	0054 11 4318- 9222	<a href="mailto:reservas.bue@sheraton.com">reservas.bue@sheraton.com</a>



**TRANSPORTATION REQUEST FORM**

**AIRPORT – HOTEL – AIRPORT**

<b>Last Name / Apellido</b>	<b>First Name / Nombre</b>
<b>Cellphone number/ N° de Teléfono Celular</b>	
<b>Institution / Institución</b>	
<b>Country / País</b>	
<b>Arrival / Llegada</b>	<b>Airline / Línea Aérea</b>
<b>Flight / Vuelo</b>	<b>ETA BUE</b>
<b>Departure / Partida</b>	<b>Airline / Línea Aérea</b>
<b>Flight / Vuelo</b>	<b>ETD BUE</b>

Please send the completed form to e-mail address [cicad50.argentina@sedronar.gov.ar](mailto:cicad50.argentina@sedronar.gov.ar) or to fax number (+5411) 4-320-1231.

The form must be completed and returned for each participant; otherwise, the transportation services offered cannot be guaranteed.