

ORGANIZATION OF AMERICAN STATES



INTER-AMERICAN DRUG ABUSE CONTROL COMMISSION

cicad

VIII MEETING OF THE EXPERT GROUP
ON DEMAND REDUCTION
February 13-15, 2007
Bogotá, Colombia

OEA/Ser.L.XIV.4.8
CICAD/DREX/INF. 1/07
18 January 2007
Original: Spanish

INFORMATION BULLETIN

- 1. PLACE OF THE MEETING:** The meeting will take place on February 13-15, 2007 in the Hotel La Fontana Estelar, Avenida 127 No. 21-10, Bogotá, Colombia. Tel: +57 (1) 6154400, Fax: +57 (1) 2160449.
http://www.worldhotels.com/colombia/bogota/hotel_bogfon.html
- 2. COORDINATION:**

Anna Chisman, Chief of CICAD's Demand Reduction Program is in charge of coordination of the meeting. Tel: 1(202) 458-6221, Fax: 1(202) 458-3658. E-mail: AChisman@oas.org.

Luis Villalobos, Demand Reduction Specialist, is in charge of the logistical arrangements for the meeting. Tel: 1(202) 458-3304 Fax: 1(202) 458-3658. E-mail: lvillalobos@oas.org
- 3. REGISTRATION OF PARTICIPANTS:** Please send an official note through your country's Permanent Mission to the OAS, listing the name, title and contact information for each person from your country who will attend the meeting. Please also complete the registration form attached, and send it as soon as possible to Luis Villalobos, by fax (202) 458-3658 or by e-mail lvillalobos@oas.org
- 4. ARRIVAL IN THE EL DORADO INTERNATIONAL AIRPORT IN BOGOTA:** for those participants who advise us (using the attached form) before February 2, 2007 of their flight numbers and arrival and departure times, CICAD will arrange with the hotel to provide transportation from the airport to the hotel and viceversa. More information about the El Dorado International Airport can be found at: <http://www.bogota-dc.com/trans/aviones.htm>
- 5. HOTEL RESERVATIONS:** CICAD has negotiated a special price at the Hotel La Fontana, which includes transportation from the airport to the hotel and viceversa, breakfast, lunch and dinner. The cost is approximately US\$140 per night (or about \$310,000 Colombian pesos) for participants in this meeting. **NOTE:** Participants must make their own reservations **before February 5, 2007**; after that date, the block of rooms with the special meeting rate will be released. To make your hotel reservations at the special rate, please call Tel: +57 (1) 6154400 ext. 2136 to speak

with Carolina Tellez. Please mention the reservation code: 1200EA. You may also make your reservation by e-mail to: carolina.tellez@hotelesestelar.com.

6. **COLOMBIAN IMMIGRATION REQUIREMENTS:** Participants must comply with Colombia's visa regulations. It is suggested that participants who need a visa should contact the Colombian consulate in their country, or the nearest consular office.

Nationals of the following OAS member states DO NOT require a visa for Colombia:

Antigua and Barbuda, Argentina, Bahamas, Barbados, Belize, Bolivia, Brazil, Canada, Chile, Costa Rica, Dominican Republic, Ecuador, El Salvador, Guatemala, Honduras, Mexico, Panama, Paraguay, Peru, Saint Kitts and Nevis, Saint Vincent and the Grenadines, Saint Lucia, Trinidad and Tobago, United States, Uruguay and Venezuela.

For additional information, please go to:

<http://www.minrelext.gov.co/wps/portal/buscarexta>

7. **LANGUAGES AND WORKING DOCUMENTS:** Simultaneous interpretation will be provided during the meeting in English and Spanish.
8. **COMMUNICATIONS:** Participants must pay for their own phone calls, as well as for the use of e-mail and/or fax during their stay in the hotel.
9. **CURRENCY:** The unit of currency in Colombia is the Colombian peso. The current rate of exchange is approximately 2,250 pesos =US\$1. However, the rate may change according to market fluctuations. Money may be changed in banks and in authorized currency exchange houses. The hotel can also exchange small amounts of cash.
10. **AIRPORT TAXES:** We recommend that you check with your travel agent to determine whether airport taxes are included in the cost of the ticket.
11. **TEMPERATURE:** Maximum temperatures in Bogotá in February will be around 20°C (68°F), with a low of 9°C (48°F). More information can be found on the web at: www.theweathernetwork.com
12. **ELECTRICAL CURRENT:** 110 volts. Please note that Colombian electrical plugs and wall outlets are the same as those in the United States.

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Inter-American Drug Abuse Control Commission (CICAD) of the
Organization of American States (OAS)
February 13-15, 2007, Bogotá, Colombia

REGISTRATION FORM

Complete this form and send to:

Luis Villalobos

lvillalobos@oas.org

Fax: (202) 458-3658

<i>Name of participant</i>	
<i>Job title</i>	
<i>Country or organization represented</i>	
<i>Passport No.</i>	
<i>Mailing address</i>	
<i>City</i>	
<i>Country</i>	
<i>Telephone</i>	
<i>Fax</i>	
<i>E-mail</i>	
<i>Arrival date:</i>	
<i>Departure date:</i>	
<i>Airline and flight numbers</i>	

Signature: _____