



*International Civil Aviation Organization*  
NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN OFFICE  
**Fifth Central Caribbean Working Group Meeting (C/CAR WG/5)**  
Mexico City, Mexico, 21 to 24 February 2005

C/CAR WG/5-IP/01

06/01/05

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## GENERAL INFORMATION

(Presented by the Secretariat)

### 1. Meeting Venue

The Meeting will be held at the ICAO NACC Regional Office in Mexico City.

### 2. Inaugural Session

Monday 21 February 2005

Registration of participants: 08:30 – 09:15

Opening of the Meeting: 09:15

Beginning of the Meeting: 09:30

### 3. Address, Telephone, etc.

Oficina Regional NACC de la OACI

Av. Presidente Masaryk 29 – Tercer Piso

Col. Chapultepec Morales, México, D.F

Tel: (5255) 5250 3211 Fax: (5255) 5203 2757

E-mail icao\_nacc@mexico.icao.int

### 4. Registration of Participants

Participants are required to register at the Registration Desk setup at the ICAO NACC Regional Office. For identification purposes, participants are also requested to wear the identification badge which will be issued to them during registration.

### 5. General Information

#### a) Weather

The average temperature in Mexico City for February is: maximum 21.2°C, minimum 7.1°C, with humidity of 50%.

b). Currency and Credit Cards

The unit of currency in Mexico is the Peso (\$). Current exchange rate to date is US\$1 (One US Dollar) = MXP\$11.20 (January 2005 - subject to variation).

International credit cards such as American Express, Master Cards, VISA, Diners Club, etc., are usually accepted at major hotels, department stores and restaurants. Travellers cheques should be exchanged at Money Exchange Offices or Banks.

c). Hotel reservations

In paragraph 6 you can find a list of hotels located near the ICAO NACC Regional Office. Approximate prices are given in both Mexican Pesos and US Dollars, and are subject to variation without notice. ***Participants are required to make their hotel reservations directly with the selected hotel.***

d). Welcome service at the airport

All persons visiting Mexico City should only use taxis from the authorized taxi stands (Sitios) **at the airport and throughout the city**. Visitors staying in hotels are advised to consult the reception desk for the locations of authorized taxi stands.

Remember that you have to pay a US\$18.00 airport tax when returning to your country.

f). Taxi Stands

They are safe and trustworthy, though more expensive than street taxis. To use them you have to call their central and they send them to your door. Taxi stands are listed in the yellow pages. Some of them do not use taximeter and rate is negotiable. They are the best choice.

	<u>Telephone</u>
<b>TAXIMEX</b>	<b>5519 7690</b>
<b>Servitaxis</b>	<b>5516 6020</b>
<b>Radio Mex</b>	<b>5574 4596</b>

g). Airline telephone numbers

You may confirm your flights to the following telephone numbers:

AIRLINE	RESERVATIONS	ADDRESS
Aerolíneas Argentinas	5705 4520. 5705 2565. 5705 3512	Reforma 24
Aeroméxico	5133 4010	Leibnitz 100
Aeroperú	5566 1855	Reforma 195 PB
Air Canada	5280 3434/5283 55 00	Andrés Bello 45 PB

AIRLINE	RESERVATIONS	ADDRESS
Air France	5627 6060	Reforma 404 – 15
Alitalia	5533 1240	Reforma 390-1003
American Airlines	5209 1400	Reforma 314
Aviacsa	5559 1955, 5559 3988	Insurgentes Sur 1292 PB
Avianca	5566 8550	Reforma 195-3
Aviateca	5211 5940, 52116640, 5566 5966	Reforma 509-3211
Copa	5592 3535 LADA 95 800 453 8123	
Lacsa	5525 0025 / 5211 76 40 / 5784 25 57	
Taca	001 800 453 812	
British Airways	5628 0500	Reforma 10-14
Canadian Airlines Intl	5208 1883/ 5207 66 11	Reforma 389-14
Continental Airlines	5283 55 00 / 5283 55 50	
Cubana de Aviacion	5203 1148 / 5255 3776	Temístocles 246
Delta Airlines	5785 1700 / 5202 1608	Reforma 381 PB
Iberia	5705 0716	
Japan Airlines	5533 5515	Reforma 295 PB
KLM	5202 4444 / 5202 3936	Paseo de las Palmas 735-7
Lan Chile	5566 5211	Reforma 87-201
Lloyd Aéreo Boliviano	5591 1087 / 5591 1134	Reforma 80
Lufthansa	5230 0000	Paseo de las Palmas 239
Mexicana de Aviación	5325 0990	Xola 535
Reservations/Reservations	5448 0990	
Llegadas/Arrivals	5448 0909	
Scandinavian Airlines	5280 3434	Andrés Bello 45-18
Trans World Airlines	5629 0300	Dante 14-8
United Airlines	5627 0222	Hamburgo 213 PB
USAIR	5628 0580	Reforma 10-14
Varig	5280 9192 / 5535 9700	Anatole France 31

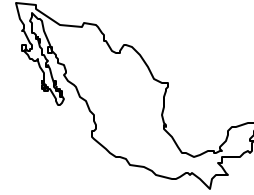
*h) Emergency Phone Numbers*

Hospital Español	5203 3890
Médica Móvil <i>Intensive Therapy Unit, doctor on board of the ambulance</i>	5598 6222
Aeromed Intl	5395 9222
International Medical Air Transport Unit	5593 3909
Emergencies (Police Department)	080
Red Cross	5557 5757
Locatel (Person localization service)	5658 1111
Dr. Manuel Konstat (Dentist)	5202 7835 / 5202 7883

**6. Hotel Information**

<b>HOTEL</b>	<b>RATE AND REMARKS</b>	
	<b>SINGLE ROOM</b>	<b>DOUBLE ROOM</b>
<b>HOTEL CAMINO REAL</b> Mariano Escobedo 700 Col. Anzures <i>(Approximately 1/2 Km. from the ICAO NACC Regional Office)</i> Tel. (5255) 5262 6262 Fax (5255) 5531 1343 E-Mail: resmexoff@caminoreal.com www.caminoreal.com	\$ 135 USD + Taxes	\$ 135 USD + Taxes (2 adults)
<b>FIESTA AMERICANA GRAND CHAPULTEPEC</b> Mariano Escobedo 759 Col. Anzures <i>(Approximately 1 Km. from the ICAO NACC Regional Office)</i> Tel. (5255) 2581 1500 Fax (5255) 2581 1501 E-mail: resfagc@posadas.com www.fiestamericana.com	\$ 1830 MXP + Taxes	\$ 1830 MXP + Taxes
<b>HABITA HOTEL</b> Av. Presidente Masaryk 201 Col. Polanco <i>(Approximately 1 Km. from the ICAO NACC Regional Office)</i> Tel. (5255) 5282 3100 Fax (5255) 5282 3101 E-mail: mdlcueto@hotelhabita.com www.hotelhabita.com	\$ 165 USD + Taxes	\$175 USD + Taxes
<b>HOTEL DEL BOSQUE*</b> Melchor Ocampo 323 Col. Nueva Anzures <i>(Approximately 1.5 Km. from the ICAO NACC Regional Office)</i> Tel. (5255) 5545 6420 al 29 E-mail: delbosque@hotel-del-bosque.com.mx www.hotel-del-bosque.com.mx	\$530 MXP Includes Taxes	\$710 MXP Includes Taxes
<b>HOTEL PRESIDENTE INTERCONTINENTAL</b> Campos Eliseos 218 <i>(Approximately 1.5 Km. from the ICAO NACC Regional Office)</i> Tel (5255) 5327 7700 Fax (5255) 5327 7730 E-mail: mexicocity@interconti.com www.intercontinental.com	\$159 USD + Taxes	\$159 USD + Taxes

HOTEL	RATE AND REMARKS	
	SINGLE ROOM	DOUBLE ROOM
<b>HOTEL CASA INN</b> Río Lerma # 237 esquina Río Mississippi Col. Cuauhtémoc <i>(Approximately 2 Km. from the ICAO NACC Regional Office)</i> Tel (5255) 5242 7750 Fax (5255) 5242 7750 E-mail: mexico@casainn.com.mx www.casainn.com.mx	\$525 MXP + Taxes	\$525 MXP + Taxes
<b>HOTEL DEL ÁNGEL</b> Río Lerma No. 154 Col. Cuauhtémoc <i>(Approximately 2 Km. from the ICAO NACC Regional Office)</i> Tel (5255) 5533 1032 to 39 Fax: (5255) 5242 9509 Web page www.hotelesdelangel.com	\$500 MXP + Taxes	\$600 MXP + Taxes
<b>HOTEL MARÍA CRISTINA</b> Río Lerma 31 Col. Cuauhtémoc <i>(Approximately 2 Km. from the ICAO NACC Regional Office)</i> Tel. (5255) 5566 9688 Fax (5255) 5566 9194 E-mail reservations@hotelmariacristina.com.mx www.hotelmariacristina.com.mx	\$667 MXP Includes Taxes	\$738 MXP Includes Taxes
<b>SHERATON MARÍA ISABEL HOTEL</b> Paseo de la Reforma 325 Col. Cuauhtémoc <i>(Approximately 2 Km. from the ICAO NACC Regional Office)</i> Phone (5255) 5242 5555 Fax (5255) 5207 0684 E-mail reservations@sheraton.com.mx www.starwood.com	\$105 USD + Taxes (Sgl/DbI)	\$155 USD (Towers) + Taxes
<b>GALERÍA PLAZA CIUDAD DE MÉXICO</b> Hamburgo 195 Col. Juárez <i>(Approximately 2.5 Km. from the ICAO NACC Regional Office)</i> Tel: (5255) 5230 1717 Fax: (5255) 5207 5867 E-mail: galeria.plaza@brisas.com.mx www.brisas.com.mx	\$ 120 UDS + Taxe	\$ 120 USD + Taxes
<p><b>Note:</b> As customary, hotel reservations need to be guaranteed with an international credit card. The unit of currency in Mexico is the Peso (\$). Current exchange rate is US\$1 (One US Dollar) = MXP\$11.20- subject to variation). Hotel taxes are 17%.</p> <p style="text-align: center;"><b>THESE ARE APPROXIMATE SPECIAL TARIFFS GRANTED TO <u>UNITED NATIONS</u></b>  <b>AND SUBJECT TO CHANGE WITHOUT NOTICE</b></p> <p><b>* THE TARIFF AT HOTEL DEL BOSQUE IS GRANTED TO “ORGANIZACIÓN DE AVIACIÓN CIVIL INTERNACIONAL”</b></p>		



## WELCOME TO MEXICO CITY

We hope that the following information will be of use to NACC Office visitors.

### GENERAL INFORMATION

Mexico City has over 22 million people and is situated at an altitude of 2,240 mts. above sea level. The old or colonial part of the city is located near the main Plaza (Zocalo) in the centre of town.

### CURRENCY AND EXCHANGE

The Mexican monetary unit is the Peso, for which the present exchange rate is approximately **\$11.50 Pesos to one US Dollar**. Dollars and Traveller's Checks must be exchanged at a bank or Currency Exchange.

Working hours for banks are: 8:30 to 16:00 Monday thru Friday, HSBC works from 8:00 to 19:00 Monday thru Saturdays. The Bancomer (BBV) located in Florencia # 6 in the Zona Rosa opens Saturdays and Sundays. Currency Exchange offices work from 9:00 to 17:00 Monday thru Friday, some of them work on Saturdays.

Multibanco Internacional S.A. de C.V.  
Adrián Licona C., General Director  
Newton No. 105 Loc. 9 Col. Polanco  
Tel. 52 55 4028 Fax. 52 03 8266

Casa de Cambio Tiber  
Río Tiber 112 Cuauhtémoc  
Tel. 57 22 0808

Intermonetario, S.A. de C.V.  
Leibnitz No. 77 Col. Anzures  
Tel. 52 55 2077 / 52 55 3380

### TIPS ON TIPPING

Many foreigners in Mexico usually overtip in some areas and disregard tipping in others. Below are suggestions on when and how much to tip:

<u>Restaurants</u>	10% to 15%
<u>Barber shops / Beauty Parlors</u>	10%
<u>Cab Drivers</u>	10% over the taximeter and another 10% depending on volume of luggage. Green colored cabs have the right to charge 10% more than the meter indicates.
<u>Hotel (Bell Boy)</u>	Equivalent to 1.00 USD per bag.

## NEWSPAPERS, MAGAZINES AND BOOKS

English newspapers such as The News and the New York Times can be found in the magazine section of Sanborn's stores and some newstands. The same applies to books and magazines in Spanish, English, French and German. The largest supply of newspapers, books and magazines both national and international can be found in Sanborn's stores.

Cultural and entertainment activities are published in the Weekly guide *Tiempo Libre*, which hits the newstands every Thursdays.

## TELEPHONE

You can dial direct to any part of the world from Mexico:

### United States and Canada

001 + area code + phone number

For collect calls you must dial 090 and ask the operator to make the collect call ("Por cobrar").

### Caribbean, Central America, South America, Europe, Asia, Africa and the rest of the world.

00 + area code + phone number

For collect calls you must dial 090 and ask the operator to make the call

### Mexico

01 + area code + phone number

For collect calls you must dial 020 and ask the operator to make the call

### Public Phones

Both local and long distance calls can be made through public phones distributed in the streets and in almost every restaurant and hotels. In order to make calls from a public phone one must buy LADATEL phone cards, which are for sale in Sanborn's stores, Vips restaurants and some newstands.

One can make long distance phone calls from hotels but it is highly recommended to find out with the hotel's administration the long distance rates to avoid unpleasant surprises.

## Public Transportation & Communications

Mexico has an excellent subway system popularly known as "**Metro**" at a very low cost. However, it is extremely crowded at rush hours and some stations such as **Balderas, Pino Suárez, and Hidalgo**. If you are planning to use the subway system we recommend not to carry important documents and to be very careful with your wallet.

A number of buses run up and down the city streets at very low prices. "Peseros" or "Colectivos" (collective taxis) are also found easily around the city; the fare varies according to the distance traveled and is less expensive than taxis. For your convenience, buses as well as "Peseros" leave from the Chapultepec Metro Station to all parts of town.

Taxi service is efficient, fast and comfortable. **However, tourists have to be extra careful.**

When tourists arrive at Mexico they should look for **Taxis Autorizados** and not any other kind. To do so, you have to go top the specialized booth, clearly marked with a "Taxis Autorizados" sign, indicate which part of the city you want to go, and the price ranges depending on where you are going. This is the only rate you will have to pay and a tip for the cab driver is optional.

**Due to the fact that violence and robberies in taxi cabs have increased in Mexico City, the United Nations recommends its functionaries and visitors to use, in the airport, authorized taxis; and in the city taxis from authorized taxi stands. If you are staying in a hotel, ask the concierge or in the front desk where you can find the authorized taxi stands.**

Other options to take taxis:

### **Street Taxis**

You can find them almost anywhere in the city identifying them by their green color. This taxis use a taximeter to charge the total cost of a trip. Taxi drivers avoid to run the taximeter when they are serving tourists (so they can charge a little bit more). The taximeter should mark at the beginning of the trip \$ 4.00. In case the taxi driver refuses to turn on the taximeter you can come to an agreement in the cab fare or take another taxi.

Taxi drivers should have an authorized identification with their photo on it, which entitles them to drive a taxi.

### **Taxi Stands**

They are safe and trustworthy and a little bit more expensive than street taxis. To use them you have to call their central and they send them to your door. Taxi stands are listed in the yellow pages. They don't use taximeter and rate is negotiable. They are the best choice.

	<u>Telephone</u>
<b>TAXIMEX</b>	<b>5519 7690</b>
<b>Servitaxis</b>	<b>5516 6020</b>
<b>Radio Mex</b>	<b>5574 4596</b>
<b>D'Lux</b>	<b>5660-4319 / 5680-1405</b>

### **Hotel Taxis**

You can hire them by day or hour. The taxi drivers are certified tourist guides, they speak English and Spanish and they can take you to several sights in the City. They are quite expensive and it is highly recommended to negotiate the total cost **BEFORE** boarding the taxi. Hotel taxis do not have a taximeter.

## **SHOPPING**

There are plenty shopping malls and department stores in Mexico City:

<b>Galerías Insurgentes</b>	in Insurgentes, southeast of the city
<b>Interlomas</b>	in Bosques de las Lomas
<b>Pabellón Polanco</b>	in Polanco, close the Periférico Freeway
<b>Perisur</b>	south of the city
<b>Plaza Satélite</b>	north of the city
<b>Plaza La Rosa</b>	in the Zona Rosa
<b>Plaza Loreto</b>	nearby Ciudad Universitaria, south of the city
<b>Santa Fe</b>	in Santa Fe



In these shopping malls you can find the most important department stores in Mexico City:

<b>Liverpool</b>	department store
<b>Palacio de Hierro</b>	department store
<b>Sears Roebuck</b>	department store
<b>Sanborn's</b>	coffee shop, store, magazines, candy store, etc.
<b>Marti</b>	sport goods
<b>Mixup</b>	record store, Ticketmaster center

Shopping malls are open Monday to Friday from 10:00 until 19:00 hrs. Wednesdays and Saturdays until 20:00 hrs. It is highly recommended to visit **La casa de los Azulejos**, located in Madero street in Historical Downtown this is the first Sanborn's store and coffee shop in what used to be a colonial residence totally covered in "talavera" tiles.

The **Zona Rosa**, located between Insurgentes and Reforma Avenues, near the Independence Angel, is one of the best shopping areas. You can find clothes, shoes, restaurants for all types and food styles. Here you can find the **Mercado de Londres**, where you can buy arts and crafts, jewelry, silver, and Mexican clothes.

**FONART** stores are handled by the government and they have an excellent arts and crafts variety from all parts of Mexico you can find FONART stores in the following addresses: Londres 136 (Zona Rosa), Insurgentes Sur 1630 (southeast of the city), Av. Juárez 89 (Historical Downtown) and in Patriotismo 691 (Mixcoac).

Other places to find all sorts of crafts in reasonable prices are Mexico's typical markets, in where it is recommended not to carry important documents and take care of your wallet, as a safety measure. They are:

<b>Mercado de Artesanías de Buenavista</b>	next to Buenavista's Train Station.
<b>Mercado de la Ciudadela</b>	in Balderas street and Juárez Av.
<b>Mercado de San Juan</b>	in Ayuntamiento street (downtown) two blocks away from Lazaro Cárdenas Avenue
<b>Mercado de la Lagunilla</b>	in Comonfort street, by Reforma and Lázaro Cárdenas. Famous for its Sunday Flea Market, for the antiques sale, and the lowest prices in shoes, clothes, furniture, appliances, etc.
<b>Mercado de La Merced</b>	outside La Merced subway stop, you can find the largest market in which you can find fruit, vegetables, poultry, meats, fresh and artificial flowers, baskets and other goods.
<b>Mercado de Sonora</b>	in Fray Servando Teresa de Mier street approximately four blocks away from La Merced subway station. You can find all sorts of witchcraft and fortune telling products; all kinds of healing herbs, alive animals, dog and cat food, ceramics, fruits and vegetables.
<b>Mercado de Tepoztlán</b>	Tepoztlán is a beautiful small town, located in the valley surrounded by cylindric mountains and only one hour away from the city. Wednesdays and Sundays are market days and you can find crafts, fruits, vegetables, meats, and dairy products. To get there you take Cuernavaca's highway and take the "Cuautla-Oaxtepec" detour and follow the signs to Tepoztlán.

**Bus Station**

It is located outside Taxqueña's subway station. Buses leave every half hour to Tepoztlán, Cuernavaca, Oaxtepec, Cuautla and Acapulco.

**MUSEUMS AND TOURS**

**Anthropology Museum  
(Museo de Antropología)**

in Reforma towards the residential neighborhood Las Lomas. Mexico's history from the beginning of time. The Anthropology Museum is considered one of the world's best museums. Open Tuesdays to Saturdays from 9:00 until 19:00 and Sundays at 10:00 until 18:00.

**Modern Art Museum  
(Museo de Arte Moderno)**

in Reforma in front of the Anthropology Museum. Permanent exhibition of Mexican Artists and temporary exhibitions of Artists from all the world. Open Tuesdays to Sundays from 11:00 until 19:00.

**Chapultepec's Castle  
(Castillo de Chapultepec)**

During Napoleon's invasion to Mexico in 1864, it was Maximiliano and Carlota's mansion; nowadays a historic museum. Open daily from 9:00 until 17:00.

**Metropolitan Cathedral  
(Catedral Metropolitana)**

in the Zócalo or Plaza de la Constitución, XVII century colonial architecture.

**National Palace  
(Palacio Nacional)**

in the Zócalo, it holds some of the best murals of Mexican Artist Diego Rivera.

**Three Cultures Plaza  
(Plaza de las Tres Culturas)**

historical Plaza located in Tlatelolco nearby Reforma Av. It is called The Three Cultures Plaza because in the same site there is an Aztec Temple, a Colonial Church and a Modern Architecture Building.

**Ciudad Universitaria**

in the south of the city it is the largest University in Mexico the Universidad Nacional Autónoma de México (UNAM). Some of the buildings have murals of Mexican Artists David Alfaro Siqueiros and Juan O'Gorman.

**ENTERTAINMENT**

There are all kinds of shows in Mexico City for all ages. With the Ticketmaster system you can get tickets to concerts, plays, ballet and all kinds of shows. To contact Ticketmaster you can dial 325 9000 to purchase tickets or ask for information. To use this service you must have a credit card, or if you want to pay in cash you can go to any Ticketmaster Center located in Mixup stores, Palacio de Hierro and Sears.

Amalia Hernández' Folkloric ballet shows every Wednesday, Saturday and Sundays at the Palace of Fine Arts. This ballet is one of Mexico City's most beautiful shows with typical dances of Mexico. To buy tickets for this show you can get them in the Palace of Fine Arts' box office or in the travel agency located both in the Sheraton and Camino Real Hotel Lobbies.

**RESTAURANTS**

Here is a list of some of the restaurants recommended by staff members of this office. Prices per person range between 20, 30, 40 y 50 US Dollars.

**RESTAURANTS****LOS ALMENDROS**

Campos elíseos No. 164, Polanco  
5 31 66 46, 5 31 73 07

**BONDY**

Galileo No. 38 esq. Newton, Polanco  
2809542, 2811818

**ESTORIL DE POLANCO, S.A. DE C.V.**

Alejandro Dumas No. 24, Polanco  
2801107

**KONDITORI**

Euler casi esq. Mazaryk (around the corner from  
the ICAO NACC Office)  
Polanco  
2500881

**LA HACIENDA DE LOS MORALES**

Vázquez De Mella No. 525, Polanco  
2814703

**MEZZANOTTE**

Presidente Mazaryk No. 407, Polanco  
2820130 , 2821255

**RESTAURANTE RINCÓN ARGENTINO**

Presidente Masaryk No. 177, Polanco.  
254-8775.

**MEXICAN CUISINE RESTAURANTS****LA VALENTINA POLANCO**

Presidente Mazarik No. 393, Polanco  
2822656, 2822514

**RESTAURANTE VILLA MARÍA**

Homero No. 704, Polanco.  
545 85 90, 203 03 06

**LA TECLA RESTAURANT BAR**

Moliere 56, Polanco  
52-82-00-10

**LOS ARCOS**

Torcuato Tasso No. 330  
Esq. con Presidente Masaryk, Polanco  
Tel. 52-54-56-24

**RESTAURANTE JACARANDAS**

Euler entre Mariano Escobedo y Spencer  
(a espaldas de la Oficina NACC)  
Reservations: 55-31-89-36

- END -