



International Civil Aviation Organization
Fifth Meeting of the ATFM Task Force(ATFM/TF/5)

(Armenia – Quindío, Colombia, 8 to 12 June 2009)

ATFM/TF/5 IP/01
13/05/09

GENERAL INFORMATION

(Presented by the Secretariat)

1. Site and Date

The Fifth Meeting of the ATFM Task Force (ATFM/TF/5) will be carried out in the Quimbaya Room of the COMFENALCO recreational centre – Quindío, Armenia City, Colombia, from 8 to 12 June 2009.

- Address: Kilómetro 9 Vía al Aeropuerto El EDEN de Armenia
- Tel: + 57 6 7417474 - 7417538 - 7417593
- Cell: + 57 3 11 334 4507
- Fax: + 57 6 7451082
- Website: www.turismocomfenalcoquindio.com
- E-mail: bsepulveda@comfenalcoquindio.com.

2. Contact Information in Bogota

Nubia Inés Sánchez Medina

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Fax: + 57 1 2662565 / 2663849

E-mail: nsanchez@aerocivil.gov.co

3. Opening Session

The opening session will be carried out on 8 June 2009, at 09:00 hours in the Quimbaya Room of the COMFENALCO recreational centre – Quindío. Delegate registration shall take place the same date starting at 08:00 hours.

The schedule of the meeting will be as follows:

Monday	08:30 – 15:00 hours
Tuesday, Wednesday and Thursday	09:00 – 15:00 hours
Friday	09:00 – 11:30 hours

4. Language

The event will be carried out in Spanish and English with simultaneous interpretation.

5. Registration of Participants

Participants are requested to complete in the registration form attached to this information paper and submit it to appropriate ICAO Regional Office as soon as possible. Subsequent registration will take place at the registration desk from 08:00 to 09:00 hrs prior to the opening session. Participants are requested to wear the badges supplied to them during registration.

6 Temperature

- Good weather is expected, with low probability of rains.
- Relative humidity is predominantly high (between 80% and 85%).
- Air temperatures vary between 16° C and 24° C.
- Sunbathing between 11:00 and 14:00 hours is not recommended due to sun intensity.
- Winds are predominantly from the northeast (trade winds) with a velocity of up to 5 knots.

7. Local Transportation and Lodging

Armenia City has excellent hotels, and the Colombian Civil Aviation Administration has negotiated rates with COMFENALCO Quindío for the event. Reservations should be made through e-mail: bsepulveda@comfenalcoquindio.com. Other hotel choices may be found at: www.turismoquindio.com; a reservation in the hotel of your preference can be made through: yicelosorio@hotmail.com or reservas4@turismoquindio.com informing that you will attend the Fifth Meeting of the ATFM Task Force (ATFM/TF/5) 5) organized by ICAO and the Colombian Civil Aviation Administration.

Participants who are not staying at the hotel meeting site should coordinate their own transportation to/from the meeting site. There is an authorized taxi service at the hotel. The rate from the airport or the city to the hotel meeting site is approximately US\$8.00 to US\$10.00.

Hotel	Address/Telephone/Fax Website/E-mail	Single Room
COMFENALCO Quindío	Kilómetro 9 Vía el Aeropuerto El EDEN de Armenia Teléfono: + 57 6 7417474 - 7417538 - 7417593 Fax: + 57 6 7451082 E-mail: bsepulveda@comfenalcoquindio.com www.turismocomfenalcoquindio.com	USD 37 Includes breakfast, lodging and food access to Sports and recreational scenarios.
		USD 43 Includes breakfast, lodging and food access to Sports and recreational scenarios.

Note: Participants should make their own flight reservations.

8. **Passport and Visa Requirements**

A valid passport is required and visa is required for some citizens. Delegates should comply with requirements **with sufficient time in advance** in order to obtain a visa at the Colombian Embassy or Colombian Consulate of their countries. Additional information may be obtained at the Foreign Affairs Ministry website: www.minrelext.gov.co/.

9. **Currency and Credit Cards**

The current exchange rate is 2,330 Colombian Pesos per US \$ 1.00. It is better to exchange money in banks or exchange houses, **avoiding people in the street**. **International** credit cards such as Visa, Diners, Master Card and American Express are usually accepted.

10 **Hospital**

In case of an emergency, the Hospital de La Tebaida, Tel. (6) 7542000, or the Colombian Red Cross, Tel. (6) 7494010 is suggested.

11. **Electricity**

COMFENALCO Quindio uses 110, 120 and 130 volts.

12. **Airport Taxes**

The airport tax rate for international passengers is US\$ 63.00

Note: The following persons are tax-exempt from the national tax:

- a) Foreign tourists visiting or in transit in Colombia, when permanence in the country does not exceed sixty (60) days.
- b) Passengers with diplomatic passports.

LOCATION OF THE COMFENALCO QUINDIO SITE OF THE EVENT

www.turismocomfenalcoquindio.com

