

## **GENERAL INFORMATION**

### **1. Place and date**

The ICAO Regional Seminar on the Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA) for the Americas will be held in Antigua Guatemala, Guatemala, from 21 to 23 March 2018.

### **2. Venue**

Name: Hotel Camino Real Antigua Guatemala  
Address: 7ª calle Poniente 33B, Antigua Guatemala  
Telephone: (502) 7873-7000  
Email: [info@caminorealantigua.com.gt](mailto:info@caminorealantigua.com.gt)

**To reserve a room, please contact:**

- **Maria Fernanda Gudiel**
- **Telephone: (502) 4740-9061**
- **Email: [mariafernanda\\_gudiel@caminorealantigua.com.gt](mailto:mariafernanda_gudiel@caminorealantigua.com.gt)**

### **3. Participant registration**

Registration will take place at the event venue on Wednesday, 21 March from 8:30 a.m. to 9:00 a.m.

### **4. Opening ceremony**

The opening ceremony for the seminar begins at 9:00 a.m. on Wednesday, 21 March.

### **5. Languages**

English will be the working language. Simultaneous interpretation into Spanish will be provided.

### **6. Documentation**

Event documentation will be available on the following ICAO web page: <https://www.icao.int/Meetings/RS2018/Pages/default.aspx>.

### **7. Attire**

Business attire is required at the opening ceremony. Casual dress may be worn at the work sessions. Please note that the month of March in Antigua Guatemala is quite warm and humid.

## 8. Temperature

The minimum temperature in March is normally 18°C, while the maximum can reach up to 30°C<sup>1</sup>. Humidity is quite high both during the day and at night.

## 9. Local time

UTC/GMT – 6:00 Antigua Guatemala, Guatemala (no Daylight Saving Time)

## 10. Currency exchange

The national currency is the quetzal (Q). The estimated exchange rate (subject to change) is Q7.35203 to US\$1.00. For more information on the daily exchange rate, please go to <http://www.banguat.gob.gt/cambio/default.asp>.

## 11. Credit cards

Hotels, shops and restaurants usually accept the following international credit cards: Visa, Mastercard and American Express.

## 12. About Antigua Guatemala

The city of Antigua Guatemala serves as the [seat of government](#) for the [municipality of the same name](#) and is the capital of the department of Sacatepéquez. It is located approximately 45 km west of the [capital of the Republic of Guatemala](#) and is at an [altitude](#) of 1,470 metres above sea level.

Antigua Guatemala was named a World Heritage site by the United Nations Educational, Scientific and Cultural Organization (UNESCO) in 1979.

Its well-preserved buildings, which combine Spanish Baroque architecture with New World Baroque façades, make the city a major destination for Guatemalan tourism. In addition, Antigua Guatemala is home to the ruins of many centuries-old Catholic churches which sustained severe structural damage caused both by the neglect they suffered between 1776 and 1940 and by the earthquakes which struck in 1874, 1917 and 1976.

The city is also known for its solemn Holy Week processions, an annual tradition which began before the national capital was moved to Guatemala City.

Visitors to Antigua Guatemala can savour a variety of cuisines offered by the city's many restaurants, enjoy the atmosphere of its café-bars and nightclubs, and take part in any number of activities.

We recommend bringing sunscreen lotion, a hat, comfortable walking shoes such as sneakers, sandals, a swimsuit, light and airy clothing, and mosquito repellent.

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<sup>1</sup> <https://www.accuweather.com/es/gt/antigua-guatemala/186027/daily-weather-forecast/186027?day=44>

### 13. Hotels

Seminar participants are advised to book their hotels in advance. Below is a list of recommended hotels.

<b>Hotel</b>	<b>Contact information</b>
Hotel Camino Real	7a calle Poniente 33B, Antigua Guatemala Tel.: (502) 7873-7000 Email: <a href="mailto:info@caminorealantigua.com.gt">info@caminorealantigua.com.gt</a>
Hotel Casa Santo Domingo	3a calle Oriente No. 28 "A", Antigua Guatemala Tel.: (502) 7820-1220 Email: <a href="mailto:reservas@casasantodomingo.com.gt">reservas@casasantodomingo.com.gt</a>
Porta Hotel Antigua	8va calle Poniente No. 1, Antigua Guatemala Tel.: (502) 7820-1220 Email: <a href="mailto:reservas@casasantodomingo.com.gt">reservas@casasantodomingo.com.gt</a>
Palacio de Doña Leonor	4ta calle Oriente No. 8, Antigua Guatemala Tel.: (502) 7962-0202 Email: <a href="mailto:reservaciones@palaciodeleonor.com.gt">reservaciones@palaciodeleonor.com.gt</a>
El Convento Boutique Hotel	2a avenida Norte No. 11, Antigua Guatemala Tel.: (502) 7720-7272 Email: <a href="mailto:reservaciones@elconventoantigua.com">reservaciones@elconventoantigua.com</a>
Hotel Villa Colonial	Alameda del Calvario No. 28, Antigua Guatemala Tel.: (502) 7720-3100 Email: <a href="mailto:info@villasdeguatemala.com">info@villasdeguatemala.com</a>
Hotel Posada de los Leones	Las Gravileas, No. 1, Antigua Guatemala Tel.: (502) 7832-7371 Email: <a href="mailto:stay@posadadelosleones.com">stay@posadadelosleones.com</a>
Hotel Soleil La Antigua	9 Calle Poniente, Carretera a Ciudad Vieja, Antigua, Guatemala Tel.: (502) 78794444 Email: <a href="mailto:atencionalcliente@gruposoleil.com">atencionalcliente@gruposoleil.com</a> <a href="mailto:centrodereservaciones@gruposoleil.com">centrodereservaciones@gruposoleil.com</a>

**NOTA BENE:**

\*\* We recommend that participants consult the [www.trivago.com](http://www.trivago.com) website, which provides availability and pricing information for hotels not included in the list above.

### 14. Medical coverage

Participants must be in good health and have medical insurance or another type of health care plan which covers medical emergencies. Neither the International Civil Aviation Organization nor the Government of Guatemala shall be held responsible for medical expenses incurred by seminar participants.

### 15. Electricity

In Guatemala, standard output voltage is in the range of 110 - 120 volts.

## 16. Business opening hours

Shopping centres are open non-stop, Monday to Sunday from 9:00 a.m. to 8:00 p.m.

## 17. Taxes and tipping

Retail prices include sales tax (12 per cent). Restaurant bills do not include gratuities; a 10 per cent tip is usually considered appropriate.

## 18. Arrival at the airport and transport

Most international flights to Guatemala City land at La Aurora International Airport. The Directorate General of Civil Aviation (DGCA) of Guatemala will provide delegations with transport from La Aurora to Antigua Guatemala. We ask that flight itineraries be forwarded to the email addresses indicated in the paragraph below as soon as possible.

From Wednesday, 21 March to Friday 23 March 2018, the DGCA will also provide transport for approximately 30 people from their respective hotels to the seminar venue. So that we can make the necessary arrangements, we ask that participants not staying at the Hotel Camino Real Antigua please forward their hotel information to the following email addresses: [paola.moreira@dgac.gob.gt](mailto:paola.moreira@dgac.gob.gt), [giovatoba@gmail.com](mailto:giovatoba@gmail.com), and [ligia.illescascas@dgac.gob.gt](mailto:ligia.illescascas@dgac.gob.gt).

## 19. Safety and security

The safety and security recommendations for travelers to Antigua Guatemala are the same as those for travelers to any other city. We advise seminar participants to carry only the necessary amount of money, to avoid wearing valuable jewelry, to obtain trustworthy taxi services from their hotels, and to take other similar measures.

## 20. Contact information

<ul style="list-style-type: none"> <li>✓ <b>Paola Moreira Sanchez – Directorate General of Civil Aviation of Guatemala</b></li> <li>✓ Office telephone: (502) 2321-5000, ext. 5421</li> <li>✓ Cell phone: (502) 5717-6697</li> <li>✓ Email: <a href="mailto:paola.moreira@dgac.gob.gt">paola.moreira@dgac.gob.gt</a>, <a href="mailto:pmoreirasgyd@gmail.com">pmoreirasgyd@gmail.com</a></li> </ul>
<ul style="list-style-type: none"> <li>✓ <b>Edwin Giovanni Tobar - Central American Corporation for Air Navigation Services (COCESNA)</b></li> <li>✓ Cell phone: (502) 4211-2222</li> <li>✓ Email: <a href="mailto:giovatoba@gmail.com">giovatoba@gmail.com</a></li> </ul>
<ul style="list-style-type: none"> <li>✓ <b>Ligia Illescascas - Directorate General of Civil Aviation of Guatemala</b></li> <li>✓ Office telephone: (502) 2321-5402</li> <li>✓ Email: <a href="mailto:ligia.illescascas@dgac.gob.gt">ligia.illescascas@dgac.gob.gt</a></li> </ul>