



INTERNATIONAL CIVIL AVIATION ORGANIZATION (ICAO)  
ORGANIZACIÓN DE AVIACIÓN CIVIL INTERNACIONAL (OACI)

COMISIÓN LATINOAMERICANA DE AVIACIÓN CIVIL (CLAC)  
LATIN AMERICAN CIVIL AVIATION COMMISSION (LACAC)



Ref.: NR 3 — **EMX0044**

24 January 2012

To: States, Territories and International Organizations

Subject: **ICAO/LACAC Regional Facilitation Seminar/Workshop  
(Santiago, Chile, 20 - 22 March 2012)**

Action

Required: **Please register participation by 20 February 2012**

Sir/Madam:

During the First Meeting of the ICAO/LACAC NAM/CAR/SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG/1) held in Asunción, Paraguay, from 25 to 27 May 2011, States were informed of the ICAO facilitation programme developments and the activities performed by LACAC in this regard, highlighting changes that have been incorporated into Amendment 22 to Annex 9 – *Facilitation*, advance passenger information, passenger name record data and the Facilitation Manual (Doc 9957).

In this regard, the Meeting adopted the following:

***Conclusion 1/4 Regional Facilitation Seminar/Workshop***

*That ICAO and LACAC organize a joint regional facilitation seminar/workshop in Chile during the first trimester of 2012.*

In this regard, we have the honour to invite your State/Territory/Organization to the ICAO/LACAC Regional Facilitation Seminar/Workshop to be held in Santiago, Chile, from 20 to 22 March 2012 hosted by the Secretaría de la Junta de Aeronáutica Civil of Chile, which should be also extended to the members of the National Committees and Airport Facilitation.

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Enclosed please find the draft agenda and the general information for the Seminar/Workshop. Please confirm the participation of the employees in your Administration **no later than 20 February 2012**, by sending the attached registration form to the Secretariat of the ICAO/LACAC AVSEC/FAL Regional Group, for the attention of Mr. Ricardo G. Delgado of ICAO ([rdelgado@icao.int](mailto:rdelgado@icao.int); [icaonacc@icao.int](mailto:icaonacc@icao.int)) and Mr. Luis Nuñez of LACAC ([lmnunez@lima.icao.int](mailto:lmnunez@lima.icao.int)).

Accept, Sir/Madam, the assurances of our highest consideration.



Marco Ospina  
Secretary  
Latin American Civil Aviation Commission  
(LACAC)



Loretta Martin  
Regional Director  
North American, Central American and  
Caribbean Regional Office (NACC)

**Enclosure:** *As indicated*



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**ICAO/LACAC REGIONAL FACILITATION SEMINAR/WORKSHOP**  
**SEMINARIO/TALLER REGIONAL SOBRE FACILITACIÓN OACI/CLAC**  
(FAL/SEM)

Santiago, Chile, 20 to 22 March 2012  
Santiago, Chile, 20 al 22 de marzo de 2012

**DRAFT AGENDA / ORDEN DEL DIA PROVISIONAL**

<b>Agenda Item 1:</b> <b>Cuestión 1 del Orden del Día:</b>	ICAO Facilitation Programme Evolution Evolución del Programa de Facilitación de la OACI
<b>Agenda Item 2:</b> <b>Cuestión 2 del Orden del Día:</b>	National Air Transport Facilitation Programme (NATFP) Programa nacional de facilitación del transporte aéreo (PNFTA)
<b>Agenda Item 3:</b> <b>Cuestión 3 del Orden del Día:</b>	International airports: / Aeropuertos internacionales:  3.1 Facilities required for the implementation of public health, emergency medical relief, and animal and plant quarantine measures 3.1 Instalaciones requeridas para la implantación de medidas de sanidad pública, socorro médico de urgencia y relativas a la cuarentena de animales y plantas  3.2 ICAO Cooperative Arrangement for the Prevention of Spread of Communicable Disease through Air Travel (CAPSCA) 3.2 Arreglos de cooperación para prevenir la propagación de enfermedades transmisibles mediante los viajes aéreos (CAPSCA)  3.3 Facilitation of transport of passengers requiring special assistance 3.3 Facilitación del transporte de los pasajeros que requieren asistencia especial
<b>Agenda Item 4:</b> <b>Cuestión 4 del Orden del Día:</b>	Advance Passenger Information (API) Información anticipada sobre los pasajeros (API)
<b>Agenda Item 5:</b> <b>Cuestión 5 del Orden del Día:</b>	Passenger Name Record (PNR) data Datos del registro de nombres de los pasajeros (PNR)
<b>Agenda Item 6:</b> <b>Cuestión 6 del Orden del Día:</b>	Facilitation Standards related to Aviation Security Normas de Facilitación relacionadas con la seguridad de la aviación
<b>Agenda Item 7:</b> <b>Cuestión 7 del Orden del Día:</b>	Manual de Facilitación (Doc. 9957) Facilitation Manual (Doc. 9957)
<b>Agenda Item 8:</b> <b>Cuestión 8 del Orden del Día:</b>	ICAO Technical Cooperation and Facilitation Projects El programa de Cooperación Técnica de la OACI y sus experiencias en proyectos de facilitación.
<b>Agenda Item 9:</b> <b>Cuestión 9 del Orden del Día:</b>	Air cargo facilitation Facilitación de la carga por vía aérea



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## ICAO/LACAC REGIONAL FACILITATION SEMINAR/WORKSHOP (FAL/SEM)

Santiago, Chile, 20 to 22 March 2012

### GENERAL INFORMATION

#### 1. **Place and dates of the Seminar/Workshop**

The ICAO/LACAC NAM/CAR/SAM Regional Facilitation Seminar/Workshop will be held in Santiago, Chile, from **20 to 22 March 2012**, in the Hotel Neruda.

#### 2. **Address of the Seminar/Workshop venue**

Hotel Neruda  
Avenida Pedro de Valdivia No. 164,  
Providencia, Santiago  
Tel: + (56 2) 679 0700  
Fax: +(56 2) 679 0732  
Página Web: [www.hotelneruda.cl](http://www.hotelneruda.cl)

#### 3. **Local contact information for coordination**

Secretaría de la Junta de Aeronáutica Civil  
<http://www.jac-chi le.cl/>  
Tel:+ (56 2) 519 0900  
Fax: +(56 2) 6984148

- Paola Tapia Salas, Encargada Área Desarrollo.  
Tel: + (56 2) 519 0912  
[ptapia@mtt.gob.cl](mailto:ptapia@mtt.gob.cl)
- Cristian Olea Azar, Jefe Dpto. de Administración y Finanzas  
Tel: + (562) 519 0903  
[colea@mtt.gob.cl](mailto:colea@mtt.gob.cl)
- Diego Silva, Encargado de FAL.  
Tel: + (56 2) 519 0927  
[dsilva@mtt.gob.cl](mailto:dsilva@mtt.gob.cl)

#### **ICAO contact**

Mrs. Deborah Coriat  
ICAO South American Regional Office  
Tel. + 511 611 8686  
E-mail [dcoriat@lima.icao.int](mailto:dcoriat@lima.icao.int); [mail@lima.icao.int](mailto:mail@lima.icao.int)

**4. Participants registration**

The registration of delegates will take place on 20 March 2012, from 08:00 to 09:00 hours.

**5. Opening**

The opening session of the seminar/workshop will take place on Tuesday 20 March 2012 at 09:00 hours, in the Salon Cantalao, Hotel Neruda.

**6. Local time**

The difference between local time and GMT is -3 hours.

**7. Temperature (°C)**

The temperature in the month of March in Santiago, Chile, varies from a minimum average of 11°C and a maximum of 28°C. Humidity average is of 60%.

**8. Money exchange**

The Chilean currency is the Peso.

Exchange Rate (subject to variation):

- 512 CLP for 1 USD.

**9. Credit Cards**

The international credit cards usually accepted in hotels, shops and restaurants are: Visa, MasterCard, American Express, etc.

**10. Recommended Hotels in Santiago**

It is recommended to make your reservations in advance.

Generally, in all hotels, the check-in is at 14.00 hours and the check-out is at 12:00 hrs.

**Seminar/Workshop venue:**

Seminar/Workshop venue	Daily rate Single (USD)	Daily rate Double (USD)	Address
Hotel Neruda <a href="mailto:ventas3@hotelneruda.cl">ventas3@hotelneruda.cl</a> +(562) 663 3154	115	130	Avenida Pedro de Valdivia 164 – Comuna de Providencia
Apart Hotel Neruda <a href="mailto:ventas3@hotelneruda.cl">ventas3@hotelneruda.cl</a> +(562) 663 3154	80	95	Avenida Pedro de Valdivia 164 – Comuna de Providencia

Services included: Buffet Breakfast, Cable TV, Wi – Fi Internet, Parking subject to availability, Internet Room, Heated pool (Monday to Friday from 07:00am to 22:45 pm), Gym (Monday to Friday from 07:00am to 22:45 pm), Maid service, Security Box, Electronic lock.

Services not included: Room Service, Minibar, Laundry Service.

**Other Hotels:**

Hotel	Daily rate Single (USD)	Daily rate Double (USD)	Address
Eurotel Providencia <a href="mailto:reservas@eurotel.cl">reservas@eurotel.cl</a> +(562) 411 5864	115 Standard room	125 Standard room	Guardia Vieja 285 – Comuna de Providencia
	130 Junior suite	140 Junior suite	

Services: Buffet breakfast (included) in the Euro Café - Restaurant, free internet access in the Business center, WIFI in the room with cost\*, air conditioning, security box, minibar, Cable TV, hair dryer. Non-smoking floor. Room for handicapped. Room Service 24 hours. Restaurant. Gym, Jacuzzi. Laundry. Private parking. Security systems: CCTV, electronic locks.

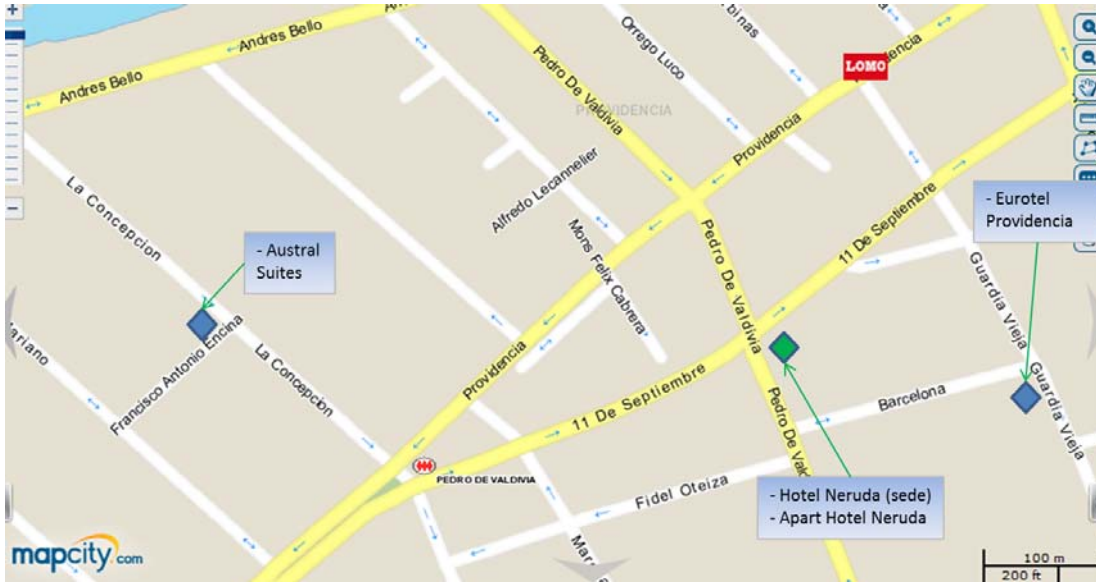
\*Wifi Internet Cost: 1 Hour US\$ 3 - 2 Hours US\$ 4 - 3 Hours US\$ 5 - 1 day US\$ 10 - 1 Week US\$ 30.

Hotel	Daily rate Single (USD)	Daily rate Double (USD)	Address
Austral Suites <a href="mailto:pilar.figueras@australsuites.com">pilar.figueras@australsuites.com</a> +(562) 567 6052	85 "Studio" room	85 "Studio" room	Francisco Antonio Encina 1781 – Comuna de Providencia

Services included: daily maid service, daily towel change, plasma TV, free local calls, WI-FI free of charge, fully equipped kitchen, swimming pool on floor 22, gym, games room and more.

**Note:** All payments made in American Dollars maintain the above-published fare. All payments in Chilean Pesos are subject to an additional 19% tax.

**Hotels location:**



**11. Transportation to and from the airport**

At Santiago International Airport there are authorized taxi and minibus services. Participants can obtain information about transportation alternatives, by approaching the respective counters at the airport. At these counters they can enquire into the rates to sectors where the suggested hotels are located (sector Providencia).

**12. Passport, visa and vaccination requirements**

Please refer to the Chilean Embassy or consulate for these requirements.

**13. Airport Taxes**

Airport tax is generally included in the ticket price. The international airport tax is USD 30.

**14. Reciprocity tax**

All passengers with a Canadian, Mexican and United States passport should pay a reciprocity tax before entering “Policia Internacional” upon their arrival.

Canada US\$ 132

Mexico US\$ 23

United States US\$ 140

Once proof of payment of reciprocity tax is attached to your passport, you must continue to immigration control.

**15. Electricity**

Electrical power in Chile is 220 Volts and 50 Hertz.

The 3-terminal electrical outlets are not commonly used, however, 2-terminal adapters which are used in Santiago, can be bought in any electrical store.