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## GENERAL INFORMATION

(Presented by the Secretariat)

### 1. Place and date

The Fourth SAM Workshop/Meeting on ATS Routes Network Optimisation (SAM ATSRO/4) will be held at the ICAO SAM Regional Office, Lima, Peru, from 2 to 6 July 2012.

### 2. Address of the ICAO South American Office

Av. Víctor Andrés Belaúnde 147  
Principal No.102  
Centro Empresarial Real, Torre Cuatro, Piso 4  
San Isidro, Lima  
Telephone: +51 1 611-8686  
Fax: +51 1 611-8689  
E-mail: mail@lima.icao.int

### 3. Opening session

Monday, 2 July 2012  
Registration of participants: 08:30 – 09:00 hrs.  
Opening session: 09:00 – 09:15 hrs.

### 4. Registration of participants

Participants are requested to fill in the registration form attached to this information paper and submit it to SAM Regional Office as soon as possible. A subsequent registration will take place at the corresponding registration desk, from 08:30 to 09:00 hrs, during the first day of the event, where the duly completed registration sheet should be handed in. Likewise, participants are requested to use the badges supplied to them during registration.

### 5. Documentation link and languages

The event will be carried out in Spanish and English, with simultaneous interpretation services. The documentation for the Meeting will be posted on the ICAO SAM Regional Office website; participants should check our website frequently to download the documentation. **All participants must bring their own set of documentation (hard copy or electronically in a laptop) to the Meeting venue; there will be no hard copies available for distribution.**

6. The instructions to log on the SAM website are:

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<http://www.lima.icao.int>

Select **Inglés** (English) on the upper right corner of the welcome page

Click on “**UPCOMING MEETINGS**”

Look for and click on “**SAM ATSRO/4**” (events appear ordered by date)

7. **Temperature**

Temperature in Lima during the month of July varies from 15°C to 18°C. The average humidity is of 90%.

8. **Transportation from/to the airport**

There are authorized taxis services at the Jorge Chavez International Airport.

The rate to Miraflores or San Isidro (hotel area) is of approximately US\$ 20.00. This rate can be confirmed in counters at the Airport’s international arrivals area.

Taking into account the increase in assaults against persons who travel in the route to and from the airport, the following taxi companies are suggested:

Eurocar	Tel:	+511 222-1010
	E-mail:	ventas@eurocarperu.com
CMV Servicio Ejecutivo	Tel:	+511 422-4838
	E-mail:	cmv@exalmar.com.pe

9. **Transportations to and from the site of the event**

Participants can take a taxi or walk to the SAM Regional Office, depending on the location of the selected hotel, and vice versa.

In the city, there are independent or informal taxi drivers. In view of the fact that they do not belong to a company, they do not provide any safety or guarantee. In case of taking an informal taxi, please consider that you may be at a high risk.

Companies recommended for transfers within the city:

Alo Taxi	+51 1 225-4355
Lima Remisse	+51 1 224-5529 / 99965-6639
Taxi Planet	+51 1 794-4864 / 781-7988
Tata Taxi	+51 1 274-5151
Taxi Real	+51 1 470-6263 / 470-6203
Taxi Seguro	+51 1 241-9292

10. **Suggested hotels in Lima**

Reservations should be arranged directly with the hotel and **well in advance**. In view of the various events carried out in Lima, prices may vary. Kindly consult the hotel of your preference.

<b>Hotel</b>	<b>Dirección Address - Tel/Fax Página Web/ Website - Correo electrónico//E-mail</b>	<b>Simple US\$ - S/.</b>	<b>Doble/ Double US\$ - S/.</b>
Swissôtel Lima*****	(a 50 mts de la Oficina / 50 mts from the Office) Via Principal 150, Centro Empresarial Real, San Isidro Tel: +51 1 611-4415 Fax: +51 1 421-4360 E-Mail: reservations.lima@swissotel.com Website: <a href="http://www.swissotel.com">http://www.swissotel.com</a> Incluye desayuno buffet / Includes buffet breakfast <b>Solicitar tarifa corporativa para OACI - 6062/ Request corporate rate for ICAO - 6062</b>	Premier US\$ 232.00 + 10 %	Premier US\$ 252.00 + 10 %
ATTON San Isidro *****	(a 5 minutos, en taxi / 5 minutes away, by taxi) Av. Jorge Basadre 595 San Isidro Lima 27 Tel: +51 1 208-1200 E-mail: reservas-lima@atton.com; spinglo@atton.com Incluye desayuno buffet, internet inalámbrico en las habitaciones y áreas públicas, gimnasio, piscina, jacuzzi y sauna, servicio de habitación 24 hs. / Includes buffet breakfast served at the restaurant, wireless internet in rooms and public areas, free access to gym, pool, jacuzzi and sauna, room service 24 hrs	Standard Simple US\$200.00  Corporativa (Dom-Jue / Sun-Thu) US\$125.00  Corporativa (Vie-Sab / Fri-Sat) US\$115.00  Todas las tarifas/ All rates + 8 %	Junior Suite Simple US\$220.00  Corporativa (Dom-Jue / Sun-Thu) US\$145.00  Corporativa (Vie-Sab / Fri-Sat) US\$135.00  Todas las tarifas/ All rates + 8 %
NOVOTEL Lima ****	(al frente de la Oficina / across the street) Av. Victor Andrés Belaunde 198, San Isidro Tel: +51 1 315-9974 / 315-9925 Website: <a href="http://www.novotel.com">http://www.novotel.com</a> E-mail: h6339-re1@accor.com Incluye desayuno buffet e impuesto a los servicios/ Includes buffet breakfast and service taxes Check in 14 hrs - Check out 12 hrs.	US\$ 150.00	US\$ 160.00
Sonesta Hotel El Olivar *****	(a 3 cuadras de la Oficina / 3 blocks from the Office) Pancho Fierro 194, San Isidro Tel: +51 1 712-6060 Fax: +51 1 712-6099 Website: <a href="http://www.sonesta.com/lima/">http:// www.sonesta.com/lima/</a> E-mail: reservasolivar@sonestaperu.com Incluye desayuno buffet / Includes buffet break	S/. 400.00 + 10%	S/. 430.00 + 10%

<b>Hotel</b>	<b>Dirección Address - Tel/Fax Página Web/ Website - Correo electrónico/E-mail</b>	<b>Simple US\$ - S/.</b>	<b>Doble/ Double US\$ - S/.</b>
Hotel Suites del Bosque *****	(a 3 cuadras de la Oficina / 3 blocks from the Office) Av. Paz Soldán 165, San Isidro Tel: +51 1 616-1818 / 616-2121 Website: <a href="http://www.suitesdelbosque.com">http://www.suitesdelbosque.com</a> E-mail: <a href="mailto:reservas@suitesdelbosque.com">reservas@suitesdelbosque.com</a> Incluye desayuno buffet / Includes breakfast buffet	Suite Junior / Junior Suite US\$ 110.00 + 10%	Suite Junior / Junior Suite US\$ 120.00 + 10%
Plaza del Bosque Apart Hotel *****	(a 3 cuadras de la Oficina / 3 blocks from the Office) Av. Paz Soldán 190, San Isidro Tel: +51 1 616-1818 / 616-2121 Website: <a href="http://www.plazadelbosque.com">http://www.plazadelbosque.com</a> E-mail: <a href="mailto:reservas@plazadelbosque.com">reservas@plazadelbosque.com</a> Incluye desayuno buffet / Includes breakfast buffet	Suite Junior / Junior Suite US\$ 110.00 + 10% Suite Ejecutiva / Executive Suite US\$ 150.00 + 10%	Suite Junior / Junior Suite US\$ 120.00 + 10% Suite Ejecutiva / Executive Suite US\$ 160.00 + 10%
Radisson Hotel & Suites San Isidro *****	(a 4 cuadras de la Oficina / four blocks from the Office) Av. Las Palmeras 240, San Isidro Tel: +51 1 422-3887 E.mail: <a href="mailto:reservas@decapolisperu.com">reservas@decapolisperu.com</a> Website: <a href="http://www.radisson.com/sanisidrope">http://www.radisson.com/sanisidrope</a> Incluye desayuno buffet, acceso internet, consumo diario US\$10 en los bares del Hotel, gimnasio, piscina, sauna, business center / Breakfast, internet, US\$10.00 daily consumption at the hotel bars, gym, swimming pool, sauna, business center included	LUN-JUE/ MON-THU US\$ 129.00 + 10% VIE-DOM/ FRI-SUN US\$ 89.00 + 10%	LUN-JUE/ MON-THU US\$ 159.00 + 10% VIE-DOM/ FRI-SUN US\$ 109.00 + 10%
Hotel & Suites Foresta ****	(a 6 cuadras de la Oficina / 6 blocks from the Office) Los Libertadores 490, San Isidro Tel.: +51 1 630-0016 / +51 1 630-0000, Ext. 131 Fax : +51 1 630-0001 E-mail: <a href="mailto:reservas@foresta-hotel.pe">reservas@foresta-hotel.pe</a> Website: <a href="http://www.foresta-hotel.pe">http://www.foresta-hotel.pe</a>	Junior Suite King US\$ 160.00	Junior Suite King US\$ 185.00
Delfines Hotel & Casino ***** (Summit Hotels & Resorts)	(a 5 minutos, en taxi / 5 minutes away, by taxi) Calle Los Eucaliptos 555, San Isidro Tel: +51 1 215-7000 Fax: +51 1 215-7073 Website: <a href="http://www.losdelfineshotel.com.pe">http://www.losdelfineshotel.com.pe</a> E-mail: <a href="mailto:reservas@losdelfineshotel.com.pe">reservas@losdelfineshotel.com.pe</a> Incluye desayuno buffet en Delphos Cafe / Includes buffet breakfast at Delphos Cafe	Superior US\$ 140.00 Executive US\$ 160.00 Todas las tarifas/ All rates + 10%	Superior US\$ 160.00 Executive US\$ 180.00 Todas las tarifas/ All rates + 10%
Los Tallanes Hotel Suites *****	(a 5 minutos, en taxi / 5 minutes away, by taxi) Av. Jorge Basadre 325, San Isidro Tel: +51 1 221-0001 Fax: +51 1 222-6236 Website: <a href="http://www.hoteltallanes.com.pe">http://www.hoteltallanes.com.pe</a> E-mail: <a href="mailto:reservas@hoteltallanes.com.pe">reservas@hoteltallanes.com.pe</a> Incluye desayuno / Breakfast included	Suite Estándar US\$ 100.00 + 10%	Suite Estándar US\$ 130.00 + 10%

Hotel	Dirección Address - Tel/Fax Página Web/ Website - Correo electrónico/E-mail	Simple US\$ - S/.	Doble/ Double US\$ - S/.
El Pardo Doubletree Hotel ***** Miraflores	(a 10 minutos, en taxi / 10 minutes away, by taxi) Jr. Independencia 141, Miraflores Tel: +51 1 617-1000 Fax. +51 1 444-2171 / 241-0039 Website: <a href="http://doubletree1.hilton.com/es/dt/hotel/LIMPUDT-Doubletree-El-Pardo-by-Hilton-Lima/index.do">http://doubletree1.hilton.com/es/dt/hotel/LIMPUDT-Doubletree-El-Pardo-by-Hilton-Lima/index.do</a> E-mail: <a href="mailto:reservas@doubletreeelpardo.com.pe">reservas@doubletreeelpardo.com.pe</a> Incluye desayuno buffet / Buffet breakfast included	US\$ 160.00 + 10%	US\$ 180.00 +10%
Hotel Boulevard ****	(a 10 minutos, en taxi / 10 minutes away, by taxi) Av. José Pardo 771, Miraflores, Lima 18 Tel: + 51 1 444-6562 / 63 / 64 Fax: + 51 1 444-6602 E-mail: <a href="mailto:reservasboulevard@speedy.com.pe">reservasboulevard@speedy.com.pe</a> Website: <a href="http://www.hotelboulevard.com.pe">http://www.hotelboulevard.com.pe</a> Impuesto a los servicios incluidos/Service taxes included	US\$140.00	US\$160.00
Hotel José Antonio***	(a 10 minutos, en taxi / 10 minutes away, by taxi) Av. 28 de Julio 398, Miraflores Tel: +51 1 445-7743 / 445-5528 Fax: +51 1 446-8295 Website: <a href="http://www.hotelesjoseantonio.com">http://www.hotelesjoseantonio.com</a> E-mail: <a href="mailto:ventas@hotelesjoseantonio.com">ventas@hotelesjoseantonio.com</a> Incluye desayuno buffet e impuesto a los servicios/ Includes buffet breakfast and service taxes	Standard US\$100.00 Ejecutiva US\$ 110.00	Standard US\$110.00 Ejecutiva US\$ 130.00
Apart Hotel El Doral***	(a 10 minutos, en taxi / 10 minutes away, by taxi) Av. José Pardo 486, Miraflores Tel. +51 1 242-7799 Fax +51 1 446-8344 Website: <a href="http://www.eldoral.com.pe">http://www.eldoral.com.pe</a> E-mail: <a href="mailto:aparthotel@eldoral.com.pe">aparthotel@eldoral.com.pe</a> Incluye desayuno americano/Includes American breakfast	US\$ 63.00 + 10%	US\$ 73.00 + 10%
Los Girasoles Hotel ***	(a 10 minutos, en taxi / 10 minutes away, by taxi) Av. Diez Canseco 696, Miraflores Tel: +511 446-6075 / 241-1119 Website: <a href="http://www.logirasoleshotel.com">http://www.logirasoleshotel.com</a> E-mail: <a href="mailto:reservas@logirasoleshotel.com">reservas@logirasoleshotel.com</a> Impuestos y desayuno buffet incluidos/taxes and buffet breakfast included	S/.174.00	S/.198.00
Hotel Estelar	(a 10 minutos, en taxi / 10 minutes away, by taxi) Av. Alfredo Benavides 415, Miraflores Tel: + 51 1 200-5555 E-mail: <a href="mailto:reservas.peru@hotelesestelar.com">reservas.peru@hotelesestelar.com</a> Website: <a href="http://www.hotelesestelar.com">http://www.hotelesestelar.com</a> Incluye desayuno buffet, servicio WIFI gratuito para todos los huéspedes en habitaciones y áreas públicas/ Includes buffett breakfast, free WIFI service for guests at rooms and public areas Fines de semana la tarifa es US\$99.00 + impuestos / During the weekends the rate is US\$99.00 + taxes <b>Tarifa OACI/ ICAO Rate</b>	Standard Queen/King US\$ 113.00 + 10%	Standard Twin (2 camas Queen) US\$ 134.00 + 10%

Hotel	Dirección Address - Tel/Fax Página Web/ Website - Correo electrónico//E-mail	Simple US\$ - S/.	Doble/ Double US\$ - S/.
Estelar Apartamentos Bellavista	(a 10 minutos, en taxi / 10 minutes away, by taxi) Bellavista 216, Miraflores Tel.: +51 1 630 7700 Website: <a href="http://www.hotelesestelar.com">http://www.hotelesestelar.com</a> Incluye desayuno buffet, servicio WIFI gratuito para todos los huéspedes en habitaciones y áreas públicas/ Includes buffett breakfast, free WIFI service for guests at rooms and public areas <b>Tarifa OACI/ ICAO Rate</b>	US\$ 88.00 + 10%	US\$ 100.00 + 10%
Hostal El Farolito	(a 10 minutos, en taxi / 10 minutes away, by taxi) Av. Dos de Mayo 321, Miraflores Tel: +51 1 241-2942 E-mail: <a href="mailto:elfarolito.hotel@gmail.com">elfarolito.hotel@gmail.com</a> Incluye desayuno buffet e impuesto a los servicios/ Buffet breakfast and service taxes included	S/.125.00	S/.184.00
Lima Airport Inn	(a 10 minutos, en taxi / 10 minutes away, by taxi) Miguel Grau 191, Miraflores Tel.: +51 1 447-4943 / 447-4882 / 447-4604 Fax: +51 1 446-0267 E-mail: <a href="mailto:airport_inn@terra.com.pe">airport_inn@terra.com.pe</a> Incluye desayuno continental e impuesto a los servicios/ Includes Continental breakfast and service taxes	US\$45.00	US\$55.00

**Nota/Note:** *Pasajeros extranjeros están exonerados del 19% de IGV previa presentación del pasaporte con el sello de ingreso al Perú al momento del check in en el hotel.  
Foreigners are exempted of 19% Sales Tax presenting the passport during check-in.*

#### 11. **Passport, visa and vaccination requirements**

To enter the country, an updated passport and visa are requested; however, it is recommended to contact the Peruvian Embassy or Consulate in your country, to enquire on this requirement well before your departure. Please also verify if yellow-fever or any other vaccination is required.

#### 12. **Money exchange and credit cards**

The Peruvian currency is the Nuevo Sol Peruano (S/.). Present exchange rate is S/ 2.68 per US \$ 1.00, approximately.

Credit cards as American Express, Master Card, VISA, Diners Club, etc, are usually welcome in hotels, shopping centres and restaurants. Traveller's checks should be exchanged in banks.

#### 13. **Hospitals**

In case of emergency, **Clínica Anglo Americana** is recommended, which is located in Alfredo Salazar s/n, Miraflores, Tel: +51 1 616-8900.

#### 14. **ICAO contact telephone numbers**

Sr. Celso Figueiredo, Oficial Regional ATM ..... 611-8686 Ext. 104  
([cfigueiredo@lima.icao.int](mailto:cfigueiredo@lima.icao.int))

Sr. Roberto L. Arca, Oficial de Seguridad ..... 987617888  
(rlarca@lima.icao.int)

15. **Electricity**

220 Volts/60Hz.

16. **Airport tax**

Exit airport tax is US\$ 31.00 American Dollars.

17. **Airlines**

The following telephone numbers are provided, with the aim you can confirm your flights back to your country:

Aerolíneas Argentinas.....	513-6565
Aeroméxico.....	705-1111
Air Canada .....	0800 52073
Air Comet .....	0800 52222
Alitalia .....	241-1026 / 241-8303
American Airlines.....	0800 40350 / 211-7000
Avianca .....	0800 51936
Continental Airlines.....	0800 70030 / 712-9230
Copa Airlines .....	610-0808
Delta Airlines.....	0800 4 3210 / 211-9211
Gol .....	0800 52917
Iberia .....	411-7801
KLM .....	213-0200
Lan .....	0801-11234 / 213-8200
Lloyd Aéreo Boliviano .....	444-0510 / 241-5210
Lufthansa .....	442-4455 / 444-4440
Mexicana de Aviación .....	610-6065 / 610-6066
Taca.....	511-8222

18. **Information on safety and protection**

Upon any emergency situation, kindly call the Security Officer of the ICAO South American Office, Mr Roberto Arca Jaurena Cell 987 617 888, or to the Operations Centre of the United Nations Safety and Security Department (UNDSS), with round the clock assistance during 365 days a year, calling the following cell phones: 99757 – 1008 or 99757 – 1003.

**General recommendations in the event of an earthquake**

The city of Lima is within an earthquake area.

**During an earthquake**

- a) Keep calm.
- b) Stay away from windows, do not go to any balconies, do not use elevators.

- c) Locate yourself in previously identified internal safety zones.
- d) Evacuate the premises only if conditions permit it; otherwise, minimize your movements.

**After an earthquake**

- a) Proceed to leave the premises, since quakes can continue.
- b) Evacuation must be carried out calmly, quickly and safely through the indicated routes.
- c) Stay in the evacuation site until the designated security team of the building has verified whether the installations are at risk.

**ICAO Third and Fourth floor emergency exits**

- a) In front of the elevator area are two emergency staircases.
- b) Both stairs end in the first floor of the building, in the main entrance area.
- c) Proceed down the staircases. Do not push or run; keep in line, move in one direction only; keep conversation to a minimum.
- d) Exit the building to allow free flow of other evacuees exiting behind you.
- e) Once outside the building and having your back to it, turn left towards the evacuation site, located across V. A. Belaúnde Avenue.
- f) Pay attention at all moment to the indications that the security team might make.
- g) You will be informed when is it safe to return to the facilities.

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**PLANO DE UBICACIÓN DE LA OFICINA REGIONAL SUDAMERICANA DE OACI EN LIMA, PERÚ/  
ICAO SOUTH AMERICAN REGIONAL OFFICE LOCATION MAP IN LIMA, PERU**

**Av. Víctor Andrés Belaúnde 147 - Edificio 4, Cuarto piso, San Isidro**

