

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
SOUTH AMERICAN OFFICE, LIMA**

CAR/SAM AIS/ATM/CNS 02/00 Informal Meeting
(Cayenne, 27 to 29 March 2001)

INFORMATION BULLETIN

1. **Organization**

The ICAO South American Regional Office, in coordination with the Direction Régionale de l'Aviation civile aux Antilles et en Guyane, will hold the CAR/SAM AIS/ATM/CNS 02/00 Meeting in Cayenne, French Guyana, from 27 to 29 March 2001.

2. **Site & Date**

The CAR/SAM AIS/ATM/CNS 02/00 Meeting will take place at the facilities of the HOTEL NOVOTEL CAYENNE, from 27 to 29 March 2001.

Telephone numbers: (594) 303-888
Fax: (594) 317898
Address: HOTEL NOVOTEL CAYENNE
Route de Montabo
Chemin Hilaire
97300 Cayenne (GUYANE FRANCAISE)

3. **Language**

The meeting will be conducted in English and spanish with simultaneous interpretation.

4. **Opening Session**

The opening session of the CAR/SAM AIS/ATM/CNS 02/00 Meeting will take place on Tuesday, 27 March 2001 at 0930 am.

5. **Schedule of the meeting**

Subject to confirmation by the Meeting, the daily work schedule will be as follows:

Tuesday	0930-1400 am
Wednesday	0900-1400 am
Thursday	1000-1230 am

5. **Registration**

Participants are advised to register with District Aéronautique de Guyane (Ms. Surlemont Geneviève, fax (594) 356-166, E-Mail: servicead@wanadoo.fr), or ICAO Lima Office (Ms. Silvia Alcalá, fax (511) 575-0974, E-Mail: sg@lima.icao.int).

Responsible administration and logistic arrangements at Direction in Martinique is Mr. Eric Louis-Joseph-Dogue, tel: (596) 556-306, fax: (596) 600-209, E-mail: drac-ag-cb@wanadoo.fr

Late registration will be available the first day at the NOVOTEL CAYENNE, between 0800 and 0900 hours.

6. **Secretariat of the Meeting**

Mr. Jorge Fernandez, Regional Officer, ATM/SAR ICAO Lima Office will act as Secretary with the support of CAR and SAM Regional Officers

7. **Passport and VISA requirements**

VISA is required for citizens from any countries. It is advisable to have your passport up to date. Please refer to French Consulate in your country for any consultation, prior to departure.

8. **Vaccination**

Vaccination against yellow fever is required by the health authorities. The vaccination should be less than 10 years and more than 10 days.

9. **Temperature**

Expected approximate temperature is 35° C maximum, 24° C minimum, with 60% relative humidity.

10. **Currency and Credit Cards**

The currency in French Guyana is the French Franc (FF). Rate of exchange to September 2000 is \$ 1 (one US Dollar) = 7,50 FF, subject to variation. International credit cards are accepted: Visa, Diners, Master Card and American Express in most hotels, stores and restaurants. Traveler cheques are accepted and can be exchanged in any bank or exchange outlets.

11. **Lodging**

The following hotels have been considered for reservations for all the participants to the meeting. They have special rates and include taxes and breakfast

Hotel	Tel/Fax/Mail	Address	Rooms Single/Double (In French Money)
(*) Cayenne Novotel ***	Tel: (594) 303-888 Fax: (594) 317-898 Email: HO677@accor-hotels.com Web: www.accor.com	Route de Montabo Chemin Hilaire 97300 Cayenne	single /595 F double / 660 F
Best Western Amazonia ***	Tel: (594) 310-000 Fax: (594) 319-441 Email: amazonia@nplus.gf Web: www.bestwestern.fr	28, Avenue du Général-de-Gaulle 97300 Cayenne	single or double 390 F
Central Hotel **	Tel: (594) 256-565 Fax: (594) 311-296 / 307-776 Email: jeanjacques.mizzi@wanadoo.fr Web: www.creol.net/centralhotel	Angle des Rues Molé et Becker 97300 Cayenne	single / 300 F double / 330 F

It is suggested to make your reservation as soon as possible (before 24 February), if you prefer the hotel of the meeting (NOVOTEL CAYENNE).

12. Hotel reservations

You could make the hotel reservation directly to the hotel at your choice, or through the ICAO South American Office. Please make your requests as soon as possible.

13. Arrival at the International Airport

The Cayenne-Rochambeau International Airport is 20 km distance to the NOVOTEL CAYENNE. (Direction REMIRE, MONTJOLY).

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DELEGATES/ADVISORS REGISTRATION FORM

Name:	
Organization / Company:	
Position :	
Address:	
.....	
City:	ZIP Code:
Country:	Telephone:
Fax:	AFTN :
SITA:	E-mail :
Flight Information:	
Arrival Flight / Date and hour:	
Departure Flight / Date and hour :	
Hotel during the meeting:	
Single Room:	
Double Room:	
Other:	
(*) -Transportation Airport-to-Hotel will not be provided	
<u>Comments and especial requests</u>	
For comments and other suggestins, the CAR/SAM AIS/ATM/CNS 02/00 organization committee will be available in:	
District Aéronautique de Guyane (Ms. Surlemont Geneviève, fax (594) 356-166,	
E-Mail: servicead@wanadoo.fr , or	
ICAO Lima Office (Ms. Silvia Alcalá, fax (511) 575-0974,	
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