

INTERNATIONAL CIVIL AVIATION ORGANIZATION
THIRD RLA/00/009 PROJECT COORDINATION MEETING

(Rio de Janeiro, Brazil, 15 to 17 October 2003)

GENERAL INFORMATION

(Presented by the Secretariat)

1. Site and dates of the meeting

The Third RLA/00/009 Project Coordination Meeting will be held from 15 to 17 October 2003 in the Excelsior Copacabana Hotel.

2. Address and contact numbers

The Excelsior Copacabana Hotel is located in Avenida Atlántica, nº 1800 – Copacabana – Rio de Janeiro – RJ.

- Telephone: + 55 21 2545-6000
- Fax: + 55 21 2557-1850
- E-mail: “reservas.excelsior@windsorhoteis.com.br”
- Web site: www.windsorhoteis.com

3. Participants Registration

The delegates registration will take place on 15 October 2003, from 09:00 hours, at the Florida Room, Excelsior Copacabana Hotel.

4. Opening of the meeting

The opening session of the meeting will take place on 15 October 2003 at 09:30 hours at the Mar da Barra Room, Excelsior Copacabana Hotel.

5. Temperature

During the month of October, the temperature in Rio de Janeiro ranges from 28°C to 35°C. The average humidity is 79%.

6. Money exchange

The Real is the national currency. Currently, the currency exchange is equivalent to R\$2.90 per US\$1.00. Preferably, change money in Banks, from 1000 to 1600 hours. The exchange agencies located at the malls open until 22:00 hours. It is possible to exchange dollars at the Excelsior Copacabana Hotel.

7. Credit cards

The international credit cards usually accepted in shopping centers, hotels and restaurants are: American Express (AMEX), Diners, MasterCard/Cirrus and Visa.

8. Lodging:

The suggested hotels, applying special fees to all participants of the Meeting, are the following:

HOTEL	Address/Tel/Fax/Mail	SINGLE/DOUBLE ROOM Reales (R\$) y US\$	Breakfast	Tax US\$
Excelsior Copacabana Hotel Rio de Janeiro	Av. Atlântica 1800 – Copacabana – Rio de Janeiro Tel.: + 55 21 2545-6000 Fax + 55 21 2257-1850 E-mail – reservas.excelsior@windsorhoteis.com.br Web site: www.windsorhoteis.com.	Single: R\$ 252,00 US\$ 90.00 Double: R\$ 275,00 US\$ 98.00	Included	10% service + 5% ISS
Plaza Copacabana Hotel	Av. Princesa Isabel, 263 – Copacabana – Rio de Janeiro Tel.: - + 55 21 2586-0000 Fax - + 55 21 2543-8071 E-mail – reservas.plaza@windsorhoteis.com.br	Single: R\$ 191,00 US\$ 68.00 Double: R\$ 211,00 US\$ 75.00	Included	10% service + 5% ISS
Windsor Palace Hotel	Rua Domingos Ferreira, nº 6, Copacabana – Rio de Janeiro Tel.: - + 55 21 2548-0098 Fax - + 55 21 2549-9373 E-mail: reservas.windsor@windsorhoteis.com.br	Single: R\$ 161,00 US\$ 57.00 Double: R\$ 178,00 US\$ 63.00	Included	10% service + 5% ISS

Note: Participants will be able to use the internet free at the hotel of the meeting, Salón de Apoyo, or use their notebooks in their rooms, only needing a cable with RJ-11 plug.

9. Hotel reservations

Hotel reservations should be made directly to the hotel of your preference. Reservations will be accepted upon providing a credit card number and expiration date, mentioning the **Third RLA/00/009 Project Coordination Meeting on GNSS Augmentation Trials** in order to obtain the special rates.

10. Local transportation

COOTRAMO is the authorized taxi service for the event and has a desk at the entrance area of the Galeao – Rio de Janeiro International Airport.

Telephone: + 55 21 3398-3751

NOTE: There is a special taxi company that will assist Excelsior Copacabana Hotel guests with a tariff of RS\$ 56.00 Reales. The Excelsior Copacabana Hotel is located 30 minutes from the international airport.

There are also buses leaving Galeao International Airport every 20 minutes towards the Copacabana neighborhood, where the Excelsior Copacabana Hotel is located.

The Excelsior Copacabana Hotel has free transportation services to Galeao International Airport, at the following schedule, to be taken into account when returning home:

Monday through Friday: 06:00, 08:00, 10:00, 12:00, 17:00 and 19:00 hours.

Saturday and Sunday: 10:20, 13:20 and 16:20 hours.

11. **Event coordinator**

Cnel Av. RONALDO BELCHIOR
Address: DECEA/CECATI/BRASIL
E-Mail: cecati@depv.gov.br
Fax: + 55 21 3814-6244

12. **Hospitals**

If necessary, the following hospitals are recommended:

Hospital Copa D'OR

Rua Figueiredo Magalhães nº 875 – Barrio: Copacabana - RJ
Tel. – (21) 2542-3600

Emergencia Hospital Miguel Couto

Rua Bartolomeu Mitre, nº 1108 – Barrio: Leblon - RJ
Tel. – (21) 2274-6050

Hospital da Lagoa

Rua Jardim Botânico nº 501 – Barrio: Lagoa - RJ
Tel. – (21) 2529-4242 / 3111-5100

Hospital de Ipanema

Rua Antonio Parreiras nº 67 – Barrio: Ipanema - RJ
Tel. – (21) 2287-2322

13. **Commercial working hours**

From 09:00 to 19:00 hours, approximately.
In commercial centres, from 10:00 to 22:00 hours.

12. **Electricity**

110 Volts.

13. **Airport tax**

The airport tax is R\$9,15 (domestic flights) and US\$36,00 (international flights), to be paid in **local currency**.

14. **Brazil visa**

To be verified at embassies and missions in respective States.

15. **Taxi service and tipping**

Tax charged to purchases is included in consumer prices. Tips in restaurants and related places are 10% of the total amount and mostly are included in the bills.

Rio de Janeiro has a good taxi service. In Brazil, the payment of the taxi service is only the total amount, without tip.

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