



SAM/IG/4
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16/07/09

**International Civil Aviation Organization
South American Regional Office**

**FOURTH WORKSHOP/MEETING OF THE SAM IMPLEMENTATION GROUP (SAM/IG/4)
REGIONAL PROJECT RLA/06/901**

Lima, Peru, 19 to 23 October 2009

GENERAL INFORMATION

(Presented by the Secretariat)

1. Place and date of the event

The Fourth Workshop/Meeting of the SAM Implementation Group (SAM/IG/4) will be held at the ICAO SAM Regional Office, Lima, Peru, from 19 to 23 October 2009.

2. Address of the ICAO South American Office

Av. Víctor Andrés Belaúnde 147
Centro Empresarial Real, Torre Cuatro, Piso 4
San Isidro
Telephone: +511 611-8686
Fax: +511 611-8689
E-mail: mail@lima.icao.int

3. Opening session

Monday, 19 October 2009
Registration of participants: 08:30 – 09:00 hrs.
Opening session: 09:00 – 09:15 hrs.

4. Language and documents

This event will have simultaneous interpretation services. The documentation of the event will be published in the ICAO SAM Regional Office Web page: <http://www.lima.icao.int> as soon as it is available. No documentation will be distributed during the meeting.

5. **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.

6. **Temperature**

Temperature in Lima during the month of October varies from 16°C to 24°C. The average humidity is of 70%.

7. **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

8. **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

9. **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.

Hotel	Dirección Address - Tel/Fax Página Web/ Website - Correo electrónico/E-mail	Simple US\$	Doble/ Double US\$
Swissôtel Lima*****	(A 50 mts de la Oficina/(50 mts away from the Office) Via Central 150, Centro Empresarial Real, San Isidro Tel: +51 1 611-4415 - Fax: +51 1 421-4360 E-Mail: reservations.lima@swissotel.com Web:http://www.swissotel.com Tarifas sujetas al cargo de 19% de IGV y al 10% de servicios. Se puede exonerar del 19% si el pasajero es extranjero./Rates are subject to 19% Sales Tax and 10% Service Tax. Foreigners are exempted of 19% Sales Tax presenting the passport during check-in. Incluye desayuno buffet / Buffet breakfast included Solicitar tarifa corporativa para OACI - 6062/ Request corporate rate for ICAO - 6062	Premier US\$ 170.00 Swiss Business Advantage US\$ 185.00 Swiss Executive US\$ 240.00 Todas las tarifas All rates + 10 %	Premier US\$ 170.00 Swiss Business Advantage US\$ 185.00 Swiss Executive US\$ 240.00 Todas las tarifas All rates + 10 %
El Pardo Doubletree Hotel ***** Miraflores	(distancia 10 minutos de la oficina, en taxi/ 10 minutes away from the office, by taxi) Jr. Independencia 141, Miraflores Tel: +51 1 617-1000 Fax. +51 1 444-2171 / 241-0039 Web Page: http://www.elpardodoubletree.com.pe/ E-mail: pardohot@doubletreeelpardo.com.pe Incluye desayuno buffet / Buffet breakfast included	US\$ 150.00 + 10% (130.00 Cuando el evento es en el hotel)	US\$ 165.00 +10% (145 cuando el evento es en el hotel)
Delfines Hotel & Casino ***** (Summit Hotels & Resorts)	(Distancia: 5 mins de la Oficina en taxi)/ distance 5 mins. away from the office by taxi) Calle Los Eucaliptos 555, San Isidro Tel: +51 1 215-7000 - Fax: +51 1 215-7073 Web Page: http://www.losdelfineshotel.com.pe E-mail: reservas@losdelfineshotel.com.pe Incluye desayuno buffet en Delphos Cafe / Buffet breakfast included at Delphos Cafe	Superior US\$ 165.00 Executive US\$ 200.00 +10%	Superior US\$ 185.00 Executive US\$ 220 +10%
Sonesta Hotel El Olivar *****	(a 3 cuadras de la Oficina/ 3 blocks away from the office) Pancho Fierro 194, San Isidro Tel +51 1 712-6060 - Fax +51 1 7126099 Web Page: http://www.sonesta.com E-mail: reservas@sonestaperu.com / mllaque@sonestaperu.com Incluye desayuno buffet / Buffet breakfast included	US\$ 178.00 + 10%	US\$ 191.00 + 10%
Hotel Suites del Bosque *****	(a 3 cuadras de la Oficina/ 3 blocks away from the office) Av. Paz Soldán 165, San Isidro Tel: +51 1 616 1818 / 616 2121 Web Page: www.suitesdelbosque.com E-mail: reservas@suitesdelbosque.com Incluye desayuno buffet e impuestos por servicios/ Includes breakfast buffet and service taxes	Suite Ejecutiva Estándar (Simple) Executive Suite (single) US\$ 110.00 + 10% Viernes y Sábado US\$90 + 10%	Suite Ejecutiva Estándar Doble Standard Exec. Suite (Double) US\$ 120.00 + 10% Viernes y Sábado US\$90 + 10%

Hotel	Dirección Address - Tel/Fax Página Web/ Website - Correo electrónico//E-mail	Simple US\$	Doble/ Double US\$
Plaza del Bosque Apart Hotel*****	(a 3 cuadras de la Oficina/ 3 blocks away from the office) Av. Paz Soldán 190, San Isidro Tel: +51 1 616-1818 / 616-2121 Web Page: www.plazadelbosque.com E-mail: reservas@plazadelbosque.com Incluye desayuno buffet e impuestos por servicios/ Includes breakfast buffet and service taxes	Suite Ejecutiva Estándar (Simple) Executive Suite (single) US\$ 110.00 + 10% Viernes y Sábado US\$90 + 10%	Suite Ejecutiva Estándar Doble Standard Exec. Suite (Double) US\$ 120.00 + 10% Viernes y Sábado US\$90 + 10%
Los Tallanes Hotel Suites *****	(distancia 5 minutos de la oficina en taxi/ 5 minutes away from the office, by taxi) Av. Jorge Basadre 325, San Isidro Tel: +51 1 221-0001 - Fax: +51 1 222-5030 Web Page: www.hoteltallanes.com E-mail: mdurand@hoteltallanes.com.pe Incluye desayuno Americano/American breakfast incl.	Suite Ejecutiva Estándar (Simple) US\$ 140.00 + 10%	Suite Ejecutiva Estándar (Doble) US\$ 150.00 + 10%
Hotel José Antonio***	(distancia 10 minutos de la Oficina en taxi/ 10 minutes away from the Office by taxi) Av. 28 de Julio 398, Miraflores Tel: +51 1 445-7743 / 445-6870 Fax: +51 1 446-8295 Web Page: www.hotelesjoseantonio.com E-mail: ventas@hotelesjoseantonio.com Incluye desayuno buffet e impuestos por servicios/Includes buffet breakfast and service taxes	US\$ 100.00 + 10% incluido/included	US\$ 110.00 + 10%
Hotel El Doral***	(distancia 10 minutos en taxi/the distance from the office is 10 minutes in taxi) Av. José Pardo 486, Miraflores Tel. +51 1 242-7799 Fax +51 1 446-8344 Web Page: http://www.eldoral.com.pe E-mail: aparthotel@eldoral.com.pe Incluye desayuno americano/ Includes American breakfast	US\$ 55.00 + 10%	US\$ 65.00 + 10%
NOVOTEL Lima *****	Distancia al frente de la Oficina/across the street Av. Victor Andrés Belaunde 198 San isidro Tel: +511 315 9924 / 315 9925 E-mail: h6339-re1@accor.com Incluye desayuno buffet/ Includes buffet breakfast and service taxes Check in 14 hrs - Check out 12 hrs.	US\$140.00 + 10%	US\$160.00 + 10%
Lima Airport Inn	(distancia 10 minutos en taxi/the distance from the office is 10 minutes in taxi) Miguel Grau 191, Miraflores Tel.: +51 (1) 4474943 Fax: +51 (1) 4460267 E-mail: airport_inn@terra.com.pe Incluye desayuno continental/ Includes Continental breakfast	US\$35.00 + 10%	US\$45.00 + 10%

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.

10. 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.

11. Money exchange and credit cards

The Peruvian currency is the Nuevo Sol Peruano (S/.). Present exchange rate is S/ 2.90 per US \$ 1.00.

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.

12. Hospitals

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

13. ICAO Contact telephone numbers

Mr. Carlos Stehli, Deputy Director (cs@lima.icao.int).....	435-2752
Mr. Jorge Fernández, RO/ATM/SAR (jf@lima.icao.int).....	224-9007
Mr. Alberto Orero, Security Officer (ao@lima.icao.int)	264-3651 / 99676-0320 / 99831*5523

14. Electricity

220 Volts/60Hz.

15. Airport tax

Exit airport tax is US\$ 31.00 American Dollars.

16. 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

17. Information on safety and protection

Upon any emergency situation, kindly call the Security Officer of the ICAO South American Office, Mr. Alberto Orero: tel. 264-3651, Cells 99676-0320 or 99831*5523, or to the Operations Centre of the United Nations Safety and Security Department (UNDSS):

Assistance 24 Hours - 365 days

213 – 3220	Direct
213 – 3200	Ext. 1600
99757 – 1008	Cellular

18. 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.

**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



Adjunto/Attachment



ORGANIZACIÓN DE AVIACIÓN CIVIL INTERNACIONAL
INTERNATIONAL CIVIL AVIATION ORGANIZATION

CUARTO TALLER/REUNIÓN DEL GRUPO DE IMPLANTACIÓN SAM (SAM/IG/4)
PROYECTO REGIONAL RLA/06/901

FOURTH WORKSHOP/MEETING OF THE SAM IMPLEMENTATION GROUP (SAM IG/4)
REGIONAL PROJECT RLA/06/901

Lima, Perú, 19 al 23 de octubre de 2009 / Lima, Peru, 19 to 23 October 2009

FORMULARIO DE REGISTRO / REGISTRATION FORM

1. Estado/*State*:

Organismo/*Organization*:

2. Nombre/

Name:

3. Cargo/*Position*:

4. Participa como / *Participates as*:

Miembro/
Member

☐

Alterno/
Deputy

☐

Delegado/
Delegate

☐

Observador
Observer /

☐

Ponente/
Lecturer

☐

Instructor/
Instructor

☐

Alumno/
Student

☐

5. Dirección oficial /

Business address:

6. Tel.: _____

Fax: _____

E-mail: _____

7. Hotel o dirección en la
ciudad/ *Hotel or local
address*:

8. Información de vuelo/
Flight information:

Vuelo llegada/ fecha/ hora/
Arrival flight/ date/ hour:

Vuelo salida/ fecha/ hora/
Departure flight/ date/ hour:

Firma/
Signature:

Fecha/ *Date*:
