



GTE/9-IP/01
10/2/10

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
South American Regional Office**

**NINTH TRAINING SEMINAR/MEETING OF THE SCRUTINY WORKING GROUP
(GTE/9)**

(Guayaquil, Ecuador, 8 to 12 March 2010)

GENERAL INFORMATION

(Presented by the Secretariat)

1. Place and date of the event

The Ninth Training Seminar/Meeting of the Scrutiny Working Group (GTE/9) will be held in Guayaquil, Ecuador, from 8 to 12 March 2010 at:

Place: Auditorium SUBDAC
Address: Avenida de las Américas y José Alavedra Tama
Telephone: +593 4 2288008/2281651/2283891
E-mail: lastudillo@dgac.gov.ec; maguilar@dgac.gov.ec;
subdirector.subdac@dgac.gov.ec
Website: www.dgac.gov.ec

3. Opening session

First day:
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. The documentation of the event will be published in the web Page of the ICAO SAM Regional Office: <http://www.lima.icao.int> as soon as it is available. No documentation will be distributed during the event.

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 registration sheet duly completed should be handed. Likewise, participants should use the badges supplied to them during registration.

6. Temperature

Temperature in Guayaquil during the month of March varies from 23.7°C to 30.5°C (74.6 / 86.9°F). The average humidity is of 74%.

7. Transportation from/to the airport

There are authorized taxis services at Guayaquil/Jose Joaquin de Olmedo Airport.

The rate to the hotels area is of approximately US\$ 20.00. This rate can be confirmed at the **ATENCION AL USUARIO** counter, Eng. Tatiana Estrella.

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:

Fast Car	Teléfono: +593 4 2823333
Vip Car	Teléfono: + 593 4 2393000

8. Transportations to and from the site of the event

Participants can take a taxi or walk to the event site, depending of the location of the selected hotel, and vice-versa.

In all cities, there are independent or informal taxi drivers. In view of the fact that they do not belong to a company, they do not provide 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: Yellow cabs.

9. Suggested hotels

Reservations should be arranged directly with the hotel with the necessary anticipation. Prices may vary, kindly consult the hotel of your preference.

Hotel	Dirección/Teléfono/Fax Página Web/Correo electrónico Address/Tel/Fax Website/E-mail	Simple/Single US\$	Doble/ Double US\$
Howard Johnson	Av. Juan Tanca Marengo y Abel Romero Castillo (Plaza Sol). E-mail: reservas@hojogy.com Web: www.ghlhoteles.com Note: This is a corporate rate for the <i>Dirección General de Aviación Civil</i> . 22% tax, buffet breakfast, hotel-airport transfer and internet are included - contact: Ms. Samaria Aguirre, Commercial Coordinator, Tel: 091518862, e-mail: comercial3@hojogy.com.	\$109.80	\$109.80
Sheraton	Av. Joaquín Orrantía Tel: +593 4 2082088/2082081 E-mail: mariajose.cabezas@sheraton.com.ec Prices do not include 22% tax.	\$115.00	\$115.00
Castell	Kennedy Norte Avenida Miguel Alcivas y Ulloa Tel: +593 4 2680190/093830982 Web: www.hotelcastell.com Note: 22% tax, buffet breakfast, internet and free medical attention at Kennedy Clinic is included in the tariff.	\$60.39	\$75.15
Marcelius	Kennedy Norte y Av. Miguel H Alcivar Mz. 202 S 4 y José Alavedra Tama Tel: + 593 4 2296044/2282716/2394297/2398983 E-mail: marcelius_hotel@hotmail.com Note: 22% tax not included.	\$45.00	\$60.00
Continental	Chile y 10 de Agosto esquina Tel: +593 4 2329270 Fax: +593 4 2325454 E-mail: reservas@hotelcontinental.com.ec Web: www.hotel.continental.com.ec	\$90 corp. 75	\$135 corp. 80
Unipark	Clemente Ballén 406 [entre Chile y Chimborazo] Tel: +593 4 2232710 Fax: +593 4 2328352 Web: www.uniparkhotel.com	\$130 corp. 70	\$150 corp. 75
Grand Hotel Guayaquil	Avda. Boyacá y 10 de Agosto Tel: 1 800 102030/+593 4 2329690, Ext. 34 Fax: +593 4 2327776 E-mail: reservas@grandhotelguayaquil.com Web: www.grandhotelguayaquil.com Note: For further information, please go to Web page. 22% tax not included in tariff.	Moderada \$69 Superior \$74	Moderada \$114 Superior \$124

Hotel	Dirección/Teléfono/Fax Página Web/Correo electrónico Address/Tel/Fax Website/E-mail	Simple/Single US\$	Doble/ Double US\$
Hotel Colón	Av. Kennedy Norte Tel: +593 4 2689000 Fax: +593 4 2689022 E-mail: fmoser@porta.net	\$219 + 22% imp	\$219+22% imp

10. Passport and visa requirements

To enter the country, an updated passport and visa are requested; however, it is recommended to contact the Ecuadorian Embassy or Consulate to inquire on this requirement with anticipation to departure.

11. Money exchange and credit cards

Ecuador is the US Dollar.

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 of money exchange formal centres.

12. Hospitals

In case of emergency, **Clínica Kennedy** is recommended, which is located in Kennedy, Avenida del Periodista y Callejón 11 A, Tel: +593 4 2 289666.

13. Contact telephone numbers

ICAO South American Office

Mr. Jorge Fernández
Oficial Regional ATM/SAR
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; jfernandez@lima.icao.int

DGAC Ecuador

Mr. Bolívar Dávalos Cárdenas
ATCO RADAR
Jefe de Planificación de los Servicios de Tránsito Aéreo
Dirección General de Aviación Civil (DGAC)
Buenos Aires Oe1-53 y 10 de Agosto
Quito, Ecuador
Telefax: +593 2 2232184
E-mail: bolivar_davalos@dgac.gov.ec; bolodavalos@hotmail.com

14. Electricity

220 Volts/60Hz.

15. Airport tax

Exit airport tax is US\$ 28.27 American Dollars.

16. Airlines

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

American Airlines:	+593 4 2598800
Avianca:	+593 4 1 800 003 434
Aerpostal:	+593 4 2692855
Continental Airlines:	+593 4 1 800 222 333
Copa:	+593 4 2303211
Lan:	+593 4 1 800 101075
Taca:	+593 4 1 800 008 222

17. Information on safety and protection

Upon any emergency situation, please call Ms. Lucetty Astudillo, SUBDAC Public Relations Officer, cel. 091893849, office +593 4 2283891 and home +593 4 2272883.

18. General recommendations in the event of an earthquake

Guayaquil 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.

ADJUNTO / ATTACHMENT



**ORGANIZACIÓN DE AVIACIÓN CIVIL INTERNACIONAL – Oficina Sudamericana
INTERNATIONAL CIVIL AVIATION ORGANIZATION – South American Office**

**NOVENO SEMINARIO DE INSTRUCCIÓN/REUNION DEL GRUPO DE TRABAJO DE
ESCRUTINIO
NINTH TRAINING SEMINAR/MEETING OF THE SCRUTINY WORKING GROUP
(GTE/9)**

Guayaquil, Ecuador, 8 al 12 de marzo de 2010 / Guayaquil, Ecuador, 8 to 12 March 2010)

FORMULARIO DE REGISTRO / REGISTRATION FORM

1. Estado/*State*:
Organismo/*Organization*: _____

2. Nombre/
Name: _____

3. Cargo/*Position*: _____

4. Participa como / *Participates as*:

Miembro/
Member Alternativo/
Deputy Delegado/
Delegate Observador/
Observer Ponente/
Lecturer

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: _____