



ICAO NAM/CAR/SAM Regional Seminar on Aviation Public Health Emergency Planning and Preparedness
Third Meeting of the Regional Aviation Medicine and
Third Meeting of the Steering Committee (SCM/3)
(Bogotá, Colombia, from 16 to 20 May 2011)

GENERAL INFORMATION

1. Seminar and Meeting place and date

The NAM/CAR/SAM ICAO Regional Seminar on Aviation Public Health Emergency Planning and Preparedness will take place at the Centro de Estudios de Ciencias Aeronáuticas (CEA) of the Unidad Administrativa Especial de Aeronáutica Civil (Avenida El Dorado N° 103-15), from 16 to 18 May 2011.

The Third Regional Aviation Medicine Team and Public Health Meeting (RAMPHT/3), will be held at the CEA, Centro de Estudios de Ciencias Aeronáuticas de la Unidad Administrativa Especial de Aeronáutica Civil (Av. El Dorado No. 103-15), on 19 May 2011.

The Third Steering Committee Meeting (SCM/3) will be held at Hotel Casa Medina (Carrera 7 No. 69 A-22), on 20 May 2011.

2. Purpose of and participants to each event

The Seminar is oriented to Public Health emergency planning and preparedness of the aeronautical sector, this event is opened for the participation of all interested. The Meeting RAMPHT/3 is exclusively addressed to the CAPSCA-Americas member States, to representatives of International Organizations and to RAMPHT technical consultants, including those trained during the last day of the Seminar. The Meeting SCM/3 is specifically addressed to the project Steering Committee members (member States and International Organizations representatives that pertain to CAPSCA- Americas Steering Committee).

3. Contact address and telephone numbers

Unidad Administrativa Especial de Aeronáutica Civil.
Avenida el Dorado N° 103-15, Bogotá, Colombia.

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4. Registration of Participants

Participants should register before entering the conference room of each event. For security and identification reasons, it is requested that all participants use the identification badge provided to them upon arrival.

5. Opening session

Seminar:	Monday 16 May 2011
SCM/3:	Thursday, 19 May 2011
RAMPHT/3:	Friday, 20 May 2011
Registration of Participants:	8:00 a.m.
Opening time:	8:45 a.m.

6. Schedule:

From 8:00 to 15:00 hours.

7. Language

The Seminar and the Meetings will be held in English and Spanish with simultaneous interpretation services.

8. Passport y visa requirements

For citizens other than Colombians, please read the information provided in the Ministry of Foreign Affairs website: www.cancilleria.gov.co

9. Weather

In this time of the year, Bogota is normally cloudy and rainy. The temperature varies between 10° and 18° centigrade.

10. Money exchange

Presently the representative market rate (TRM) is 1USD = \$ 1890.23 Colombian pesos (7 March 2011).

11. Credit cards

The international credit cards usually accepted are: Visa, Diners, Master Card and American Express.

12. Hotels

Bogotá has excellent hotel facilities. The UAE (Civil Aviation Authority) recommends the following hotels, which have been selected considering the distance to seminar/meeting sites:

It is recommended to confirm prices directly with selected hotel considering that the rates included in the list below can vary according to the representative market rate (TRM).

Hotel Name	Address	Rooms/Rates
Hotel Habitel	Avenida el Dorado 100-97 (10 minutes from CEA) Contact: Johanna Torres Rojas ejecutivadecuenta2@hotelhabitel.com Tel: (571) 4199999 ext: 753 www.hotelhabitel.com	- Single Executive: USD \$ 135 - Double Executive: USD \$ 162 - Single Junior Suite USD \$ 169 - Double Junior Suite: USD\$195 - Single Suite USD \$ 202 - Double Suite \$ 229 Rate includes: Transportations Hotel – Airport – Hotel Buffet Breakfast Transportation Habitel – Gran Estación – Habitel (departure 5:45pm / return 9:00pm from Monday to Saturday.) Water bottle in the room Free Internet Business Centre Service Concierge, gym and Jacuzzi IVA tax not included: 10% above the room rate nor hotel insurance of \$ 5500 colombianos (approximately USD \$3) per person per night.
Hotel Sheraton	Calle 25B N° 69C - 80 (20 minutes from CEA) Contact: Natalia Guayara nathalia.guayara@ghlhoteles.com Tel: (571) 2105002 ext: 2133 www.ghlhoteles.com	- Single: USD \$ 144 - Double : USD \$ 170 - Single Junior Suite: USD \$ 197 Rate includes: Buffet Breakfast in Restaurant “La Chimenea” from 6:00 am to 10:30 am. Transportation Airport - Hotel - Airport (established schedules from 5:00 am to 12:00 midnight). Free Coffee Station at the lobby AM – PM Shoe shine Service Affiliation to Starwood Preferred Guest. Access to CLUB & SPA OASIS (Swimming Pool, Gym, Sauna, Turkish Bath, Jacuzzi). Medical emergencies 24 hours daily Free Internet service for 60 minutes daily. IVA tax not included: 10% above room rate of \$7000 colombianos (approximately

Hotel Name	Address	Rooms/Rates
		USD \$4) and \$1000 colombianos hotel insurance (approximately USD\$1).
Hotel Capital	Calle 25B N° 69A - 50 (20 minutes from CEA) Contact: Zulay Galindo zulaygalindo@ghlhoteles.com Tel: (571) 4233002 www.hotelcapital.com.co	- Traditional Single: USD \$ 130 - Traditional double: USD \$ 145 Rates include: Transport Airport - Hotel – Airport Buffet Breakfast Guest Room Service 24 hours daily. Local Newspaper Free WIFI Internet Gym, sauna, massages, Jacuzzi, squash court and parking lot IVA tax not included: 10% above room rate nor hotel insurance.
Hotel Colombian's Suite International	Carrera 43 N°24c-06 (30 minutes from CEA)	- Single Room: \$ USD 62 - Double Room: \$USD 25 - Triple Room: \$USD 25 Rates include: Hotel insurance Taxes American Breakfast Parking lot Internet Transport Airport – Hotel
Hotel Casa Medina	Carrera 7 # 69A-22 (40 minutes from the airport) Contact: Ana María Santos (Reservation Desk) res@charlestoncasmedina.com reservcm@hoteles-charleston.com Tel: (57) (1) 3120299 / 2170288. Fax: (57) (1) 3123769 / 2126668. www.hoteles-charleston.com	- Standard: \$USD 328.00 - Junior Suite \$USD 349.00 - Grand Suite \$419.00 Rate includes: Lobby coffee station 24-hour gym Emergency service 24 hours a day Shoe shine service Newspaper Welcome champagne glass Rate does not include: 10% IVA tax above room rate, hotel insurance of USD\$4.00 and service charge of USD\$14.00. Internet in not included
Apart Hotel Estudios 5 Elementos	Calle 25 B Número 40 – 67 (15 minutes from downtown) Contact: Luz Angela Perez Sales Executive comercial@apartaestudios5e.com Tel: (571) 3112100478 – 2687616 www.apartaestudios5e.com	Corporate Rates: -Single Standard US\$ 86.00 -Double Standard US\$ 108.00 -Single Suite US\$102.00 -Double Suite US\$124.00 Rate includes: American Breakfast WIFI Internet Taxes Gym Transport Airport-Hotel-Airport Parking Lot Hotel insurance is already included

Note: The Civil Aviation Authority of Colombia will arrange transportation from the hotel selected by most of the participants to the seminar/meetings site and vice versa.

13. Taxi service

Taxi services can be found at El Dorado International Airport. Rates vary according to location.

14. Hospitals

Different hospitals can be accessible in Bogotá. For more information please refer to website www.saludcapital.gov.co

15. Electricity

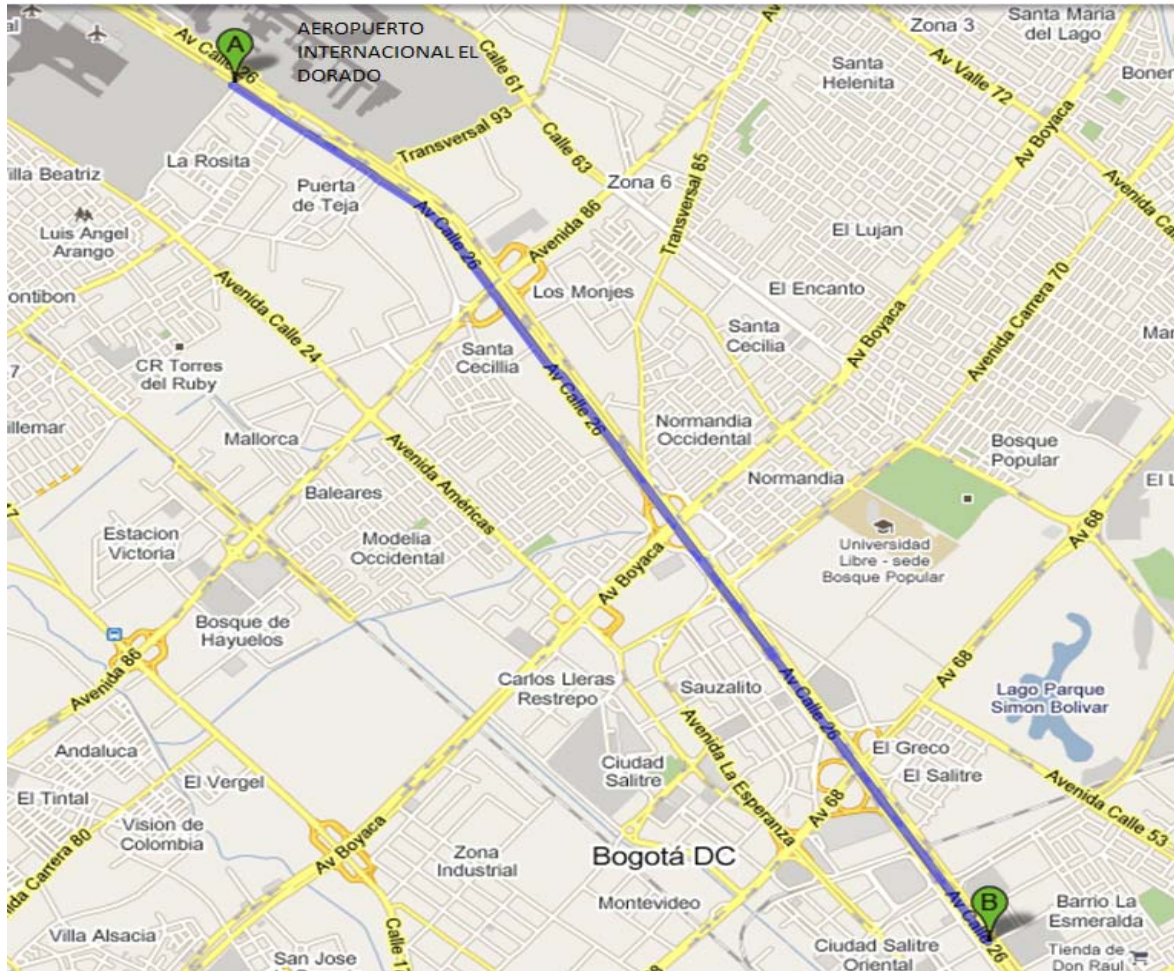
220 Volts

16. Airport tax

Airport tax is USD \$35 or COP\$65.000
(TRM 7 March 2011)

LOCATION MAP No. 1

- A. HOTELS LOCATED IN AVENIDA EL DORADO
- B. INSTRUCTION CENTRE FACILITIES



LOCATION MAP No. 2

- A. INSTRUCTION CENTRE FACILITIES
- B. HOTELS LOCATED IN BARRIO QUINTA PAREDES

