



**International Civil Aviation Organization**  
**South American Office**  
**Fourth Multilateral Meeting of the SAM Region for**  
**the Transition of AIS to AIM (SAM/AIM/4)**  
Lima, Peru, 15 to 19 October 2012

SAM/AIM/4-IP/01  
17/07/12

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## GENERAL INFORMATION

(Presented by the Secretariat)

### 1. Place and date of the event

The Fourth Multilateral Meeting of the SAM Region for the Transition of AIS to AIM (SAM/AIM/4) will be held at the ICAO SAM Regional Office premises, in Lima, Peru, from 15 to 19 October 2012.

### 2. Address of the ICAO South American Office

Av. Víctor Andrés Belaúnde 147  
Vía Principal No. 102  
Centro Empresarial Real, Torre Cuatro, Piso 4  
San Isidro, Lima (See attached map)  
Telephone: +511 611-8686  
Fax: +511 611-8689  
E-mail: [mail@lima.icao.int](mailto:mail@lima.icao.int)

### 3. Opening session

The Fourth SAM/AIM meeting will take place the first day of the event, from 09:00 to 09:15 hrs, at the ICAO SAM Office's conference room.

### 4. Languages and documents

This event will be held in Spanish and English and will have simultaneous interpretation services.

### 5. Link for the documents

The documentation of the event will be published in the ICAO SAM Regional Office Web page: <http://www.lima.icao.int>, under *Meetings*. Participants should review this website frequently to download the information and take it to the event in a printed or electronic version, in a laptop, since no copies will be distributed during the event.

## 6. **Registration of participants**

Participants are requested to first fill-in the registration form and submit it to the ICAO SAM Regional Office as soon as possible (please refer to Attachment C of the convening letter).

On the first day of the event, the registration will be verified at the registration desk, from 08:30 to 09:00 hrs. Participants are requested to use the badges that will be supplied to them during registration.

## 7. **Transportation from/to the airport**

There are authorized taxi services at the Jorge Chavez International Airport. The rate to Miraflores or San Isidro (hotel areas) is of approximately US\$ 35.00. This rate can be confirmed in counters at the Airport's international arrivals area. The following taxi companies are suggested:

Eurocar	Tel: +511 222-1010
	E-mail: <a href="mailto:ventas@eurocarperu.com">ventas@eurocarperu.com</a>
CMV Servicio Ejecutivo	Tel: +511 422-4838
	E-mail: <a href="mailto:cmv@exalmar.com.pe">cmv@exalmar.com.pe</a>

## 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
Taxi Satelital	+51 1 355 5555
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. **Temperature and hotels**

In the section "General Information" may be found "Weather" and "Hotels" on the ICAO SAM Office's Website <http://www.lima.icao.int/>.

## 10. **Passport, visa and vaccination requirements**

To enter Peru, 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/ 2.61 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. **Health attention**

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

13. **Electricity**

220 Volts/60Hz.

14. **Information on safety and protection**

Upon any emergency situation, kindly call the Operations Centre of the United Nations Safety and Security Department (UNDSS), with round the clock assistance during 365 days a year, calling the following cell phones: 99757 – 1008 or 99757 – 1003.

15. **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.
- g) You will be informed when is it safe to return to the facilities.

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**ICAO SOUTH AMERICAN REGIONAL OFFICE LOCATION MAP IN LIMA, PERU**  
**Av. Víctor Andrés Belaúnde 147 - Edificio 4, cuarto piso, San Isidro**

