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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

LT 11/24.1-SA296

26 April 2007

To: ICAORD, Mexico (kindly retransmit to CAR Region)
Mr. Jean-Marc Sansovini/DIRAC, French Guiana
Mr. Gerald Daniel/Chief Guyana Aeronautical District, French Guiana
Mr. Zulficar Mohamed/CAD Guyana (ai)
Ms. Isabelle Monnier, Chef du SNA Antilles, Guyane
Mr. John Veira/Director of Civil Aviation, Suriname

Subject: **Second Seminar ATFM and Third Meeting of the GREPECAS ATM/CNS Subgroup ATM Committee ATFM Task Force – (San Andrés, Colombia, 18 to 22 June 2007)**

Action required: Take note of the information contained herein and return the registration sheet

Sir/Madam,

I have the honour to address you this letter to refer to my SA169 dated 9 March 2007, where I invited to the he Second Seminar on Air Traffic Flow Management in the CAR/SAM Regions, and to the Third Meeting of the ATFM Task Force (ATFM/TF/3), to be held in San Andrés, Colombia, from 18 to 22 June 2007.

In this connection, I again request you to select and nominate participants not later than **30 April 2007**.

In addition, I requested you information on whether your administration shall present working papers or information papers, and if so, I request you to send the documentation as soon as possible, and in any case, not later than **18 May 2007**. This shall facilitate the processing of the same.

Finally, I am attaching the information paper with general information on the meeting. I kindly request you to take into account the information contained in this IP/01 and fill in the attached registration form, returning it to this Regional Office as soon as possible.

Accept, Sir, the assurances of my highest consideration.

A handwritten signature in black ink, appearing to read 'J. M. Ceppi', with a horizontal line under the last part of the name.

José Miguel Ceppi
ICAO Regional Director
South American Office
Lima

Enc.



ATFM/TF/3
IP/01
05/05/07

International Civil Aviation Organization

Second CAR/SAM Air Traffic Flow Management - ATFM Seminar

San Andrés, Colombia, 18 June 2007)

Third Meeting of the GREPECAS ATM/CNS Subgroup ATM Committee ATFM Task Force – (ATFM/TF/3)

San Andrés, Colombia, 19 - 22 June 2007)

1. Site and date of the Seminar/Meeting

The sessions of the Second Seminar on Air Traffic Flow Management in the CAR/SAM Regions, and of the Third Meeting of the GREPECAS ATM/CNS Subgroup ATM Committee Air Traffic Flow Management Task Force will be held at the **SUNRISE BEACH HOTEL** in San Andres Island, Colombia, from 18 to 22 June 2007.

2. Contact Address and telephones

Alejandra Aristizabal Castañeda
Phones: ++ (571) 2663527 / 2663379
Fax: ++ (571) 4138586
E-mail: alejandra.aristizabal@aerocivil.gov.co
Website: www.aerocivil.gov.co

3. Language

Both events will be carried out in Spanish and English, with simultaneous interpretation in English.

4. Opening of the events

The opening session for both events will be carried out on Monday 18 June 2007, at 09:45 hours at the COTTON CAIN Room, **SUNRISE BEACH HOTEL**. The registration of delegates shall take place on Monday 18 June 2007, at 08:30 hours.

The seminar schedule of the ATFM is as follows:

Monday 0930-1530 hours

The ATFM/TF/3 schedule is as follows:

Tuesday: 0900-1500 hours

Friday : 1000-1300 hours

5. **Passport and visa requirements**

Valid passport and visa are required for some citizens. To this end, delegates shall comply with the formalities **with sufficient time in advance**, in order to obtain a visa at the Colombian Embassy or Colombian Consulate of their countries. Additional information may be obtained at the Foreign Affairs Ministry website: www.minrelext.gov.co/, prior to departure.

Kindly check if any vaccines are required for persons arriving San Andres Island.

6 **Temperature**

During the month of June, the weather shall be as follows:

- This month is dry, with a few rains, mainly at nights.
- Relative humidity shall be predominantly high (between 75 and 85%).
- Air temperatures shall vary between 25° C at dawn and 32° C during warm hours.
- The intensity of direct sun radiation should be highly emphasized, not recommending sunbathing between 11:00 and 14:00 hours.
- Winds (soft) shall be predominantly from East and North-east with a velocity of up to 4 knots.

7. **Currency and credit cards**

The current exchange rate is Pesos 2,140 per US \$ 1.00. It is better to exchange money in banks or exchange houses, **avoiding people in the street** (there is a minimum difference). **International** Credit Cards such as American Express, Master Card, VISA, Diners Club, etc, are usually accepted and most restaurants accept US\$ Dollars.

8. **Hotel:** The suggested hotel is:

SUNRISE BEACH HOTEL (Site of the Seminar/Meeting)

ROOM	PRICE US\$	
SINGLE	US\$ 103	\$220.000
DOUBLE	US\$ 150	\$320.000

Note: These rates include lodging in comfortable rooms with a view to the sea, and air conditioning, breakfast, lunch and dinner.

Reservations may be made at the following E-mail carmen.urrea@ghlhoteles.com (It should be mentioned that you will participate at the Seminar/Meeting, in order to get this rate).

Other alternate hotels are:

CASA BLANCA HOTEL

ROOM	PRICE US\$
SINGLE	US\$ 101
DOUBLE	US\$ 102 por persona

Note: This rate includes breakfast and dinner, does not provide transportation to the event site.

Reservations at the following E-mail: yacaciones@hotelescasablanca.net

SOL CARIBE HOTEL

ROOM	PRICE US\$
SINGLE	US\$ 71
DOUBLE	US\$ 101 per person

Note: These rates include lodging in comfortable rooms with a view to the sea, and air conditioning, breakfast, lunch and dinner. They do not provide transportation to the event site.

Reservations may be made at the following E-mail:
corporativo.nal@alugaresydestinos.com.co

9. Hotel reservations

Participants should make their reservations directly to the preferred hotel, sending a copy to Ms. Alejandra Aristizábal C, Teléfono (57-1) 2663527 o (57-1) 4251000 Extensión 3527 E-mail: alejandra.aristizabal@aerocivil.gov.co.

10. Taxis

There are taxis authorized at the airport. The rate to the suggested hotel is approximately Pesos \$ 10,000.00 or US\$5.00.

The rate of taxis at San Andres is maximum \$20,000 Colombian Pesos or US\$10,000.

11 Hospital

In case of an emergency, the Centro Clínico Internacional Villa Real, located at the Carrera 2ª No 7 -141 Phone 5131270 is suggested.

12. Electricity

110 volts.

13. Airport taxes

Airport tax rate for international passengers is US\$ 72.00 distributed as follows:

- | | | |
|---|---------------------------|--------------------------------|
| - | International Airport Tax | US\$ 32.00 |
| - | National tax | US\$ 25.00 |
| - | National Tourist card | US\$ 15.00 to enter the Island |

Note: The following persons are tax-exempt from the national tax:

- a) Foreign tourists visiting or in transit in Colombia, when permanence in the country does not exceed sixty (60) days.
- b) Passengers with diplomatic passports.

