



International Civil Aviation Organization

CAR/SAM Regional Planning Implementation Group (GREPECAS) **Revised No. 2**

Seventh Meeting of the Administration Coordination Group (ACG/7) 20/02/08

Lima, Perú, 3-4 March 2008

Eighth Meeting of the Aviation Safety Board (ASB/8)

Lima, Peru, 5-6 March 2008

ACG/7 & ASB/8-IP/01

10/11/07

GENERAL INFORMATION

(Presented by the Secretariat)

1. **Site, date and schedule**

The meetings of reference will be held in the premises of the ICAO South American Office from 09:00 to 15:00 hours.

2. **Opening session**

First day of the event

Registration of participants: 08:30 – 09:00

Opening session: 09:00 – 09:15

3. **ICAO SAM Office address, telephone numbers, etc.**

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

4. **Language and documents**

The events will be carried out in English. The pertinent documentation will be published at the ICAO SAM Regional Office: <http://www.lima.icao.int>. No printed documentation will be distributed during the event.

5. **Registration of participants**

Participants are requested to fill in the respective registration form and submit it to the SAM Regional Office as soon as possible. A subsequent registration will take place during the first day of the event, when the duly completed registration sheet should be handed in, had it not been previously sent. Likewise, participants are requested to use the badges supplied to them during registration.

6. **Temperature**

In Lima, the temperature ranges from 21°C to 29°C during the month of March. Humidity average: 84%.

7. Hotels

Participants should make their reservations directly with the hotel of their preference. We suggest to make the reservations as soon as possible, in view of the high hotel demand expected for this year, since Peru is host of several international events.

The hotels suggested and their current rates, subject to variation, are as follows:

Hotel	Dirección/Address Tel/Fax – Página Web/Website Correo electrónico/E-mail	Simple/Single 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: (511) 611 4415 Fax: (511) 421 4360 E-Mail: reservations.lima@swissotel.com Web Page: http://www.swissotel.com Incluye desayuno buffet / Buffet breakfast included	Swiss Advantage 200.00 Swiss Deluxe 220.00 Swiss Exec. Club 240.00 + 10 %	200.00 220.00 240.00 + 10%
El Pardo Doubletree Hotel***** Miraflores (distancia 10 minutos en taxi/ distance from the office is 10 minutes in taxi)	Jr. Independencia 141, Miraflores Tel: (511) 617-1000 Fax. (511) 444-2171 / 241-0039 Pag. Web: http://www.elpardodoubletree.com.pe/ E-mail: pardohot@doubletreeelpardo.com.pe Incluye desayuno buffet / Buffet breakfast included	135.00 + 10%	145.00 +10%
Delfines Hotel & Casino ***** (Summit Hotels & Resorts) (a 5 mins de la oficina en taxi / 5 mins from the office in taxi)	Calle Los Eucaliptos 555, San Isidro Tel: (511) 215-7000 Fax: (511) 215-7073 Pag. Web: http://www.losdelfineshotel.com.pe E-mail: reservas@losdelfineshotel.com.pe Incluye desayuno buffet / Buffet breakfast included	175.00 +10%	195.00 +10%
Sonesta Posada del Inca ***** (a 3 cuadas de la Oficina /3 blocks away from the office)	Pancho Fierro 194, San Isidro Tel (511) 712-6060 Fax (511) 712-6099 Pag. Web: http://www.sonestaperu.com E-mail: reservas@sonestaperu.com Incluye desayuno buffet / Buffet breakfast included	135.00 + 10%	145.00 + 10%
Hotel Suites del Bosque ***** (a 3 cuadas de la Oficina /3 blocks away from the office)	Av. Paz Soldán 165, San Isidro Tel: (511) 221-1108 Fax: (511) 221-1107 Pag. Web: www.suitesdelbosque.com E-mail: reservas@suitesdelbosque.com Incluye desayuno buffet / Buffet breakfast included	Suite Ejecutiva Simple 120.00 + 10%	Suite Ejecutiva Doble 130.00 + 10%
Plaza del Bosque Apart Hotel ***** (a 3 cuadas de la Oficina /3 blocks away from the office)	Av. Paz Soldán 190, San Isidro Tel: (511) 441-8818 Fax: (511) 421-8582 Pag. Web: www.plazadelbosque.com E-mail: reservas@plazadelbosque.com Incluye desayuno buffet / Buffet breakfast included	Suite Ejecutiva Simple 120.00 + 10%	Suite Ejecutiva Doble 130.00 + 10%

Hotel	Dirección/Address Tel/Fax – Página Web/Website Correo electrónico/E-mail	Simple/Single US\$	Doble/ Double US\$
Los Tallanes Hotel Suites***** (a 5 mins de la oficina en taxi / 5 minutes from the office in taxi)	Av. Jorge Basadre 325, San Isidro Tel: (511) 221-0001 Fax: (511) 222-5030 Pag. Web: www.hotelaltallanes.com.pe E-mail: mdurand@hotelaltallanes.com.pe Incluye desayuno Americano / American breakfast included	Hab. Standard 110.00 + 10%	Suite Ejecutiva King 160.00 + 10%
Hotel José Antonio*** (a 10 minutos de la oficina en taxi/ 10 minutes from the office in taxi)	Av. 28 de Julio 398, Miraflores Tel: (511) 445-7743, 445-6870 Fax: (511) 446-8295 Pag. Web: www.hotelesjoseantonio.com E-mail: ventas@hotelesjoseantonio.com Incluye desayuno buffet / Buffet breakfast included	80.00 10% incluido/included	90.00 + 10%
Hotel El Doral*** (10 minutos de la oficina en taxi/ 10 minutes from the office in taxi)	Av. José Pardo 486, Miraflores Tel. (511) 242-7799, Fax (511) 446-8344 Pag. Web: http://www.eldoral.com.pe E-mail: aparthotel@eldoral.com.pe Incluye desayuno americano / American breakfast included	50.00 + 10%	60.00 + 10%

* Prices are subject to change without prior notice.

8. **Transportation from/to airport**

There are several authorized taxi services at the Jorge Chávez Intl. Airport. The rate to Miraflores/San Isidro (area where the hotels are located) is approximately US\$ 20.00. You may confirm the rate at the counters located outside the Airport area.

Taking into consideration the robbery increase against travelers in the route to/from the airport, the following taxi companies are recommended:

National Car Rental	Telephone: +511 575-1111 o 222-1010 E-mail: national@terra.com.pe
Mitsu Taxi Remisse	Telephone: +511 349-7722 E-mail: remisse@mituiautomotriz.com
CMV Taxi Remisse Ejecutivo	Telephone: +511 422-4838 E-mail: cmv@exalmar.com.pe

9. **Transportation from/to site of the event**

Participants should directly coordinate their transportation from/to the site of the event, either taking a taxi or walking, depending on the location of the hotel selected.

There are independent or informal taxis all over the city, which, upon not belonging to any particular company, do not provide the necessary safety or guarantee. In the event of taking an informal taxi, please consider you will be exposing yourself to a very high risk.

Taxi companies recommended taking within the city:

Alo Taxi	+511 225-4355
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Tata Taxi	+511 274-5151
Taxi Real	+511 470-6263 / 470-6204
Taxi Móvil S.A	+511 422-3322 / 422-6890
Taxi Go S.A.C.	+511 481-1995 / 9927-8750

10. **Passport and visa requirements**

A valid passport and visa are required for citizens from certain countries. To this effect, delegates are kindly requested to complete the formalities **well in advance** in order to obtain entry visa from the respective embassy or consulate.

11. **Exchange rate and Credit cards**

The Peruvian currency is the Nuevo Sol Peruano (S/.). The current exchange rate is Soles S/. 3.00 per US\$1.00.

The following international credit cards are accepted in most stores and restaurants: American Express, Master Card, Visa, Diners Club, etc. Traveller's cheques should be exchanged in banks or money exchange stores.

12. **Hospitals**

The **Clínica Anglo Americana**, located in Alfredo Salazar s/n, Miraflores, Tel: (511) 7123000, is the recommended hospital.

13. **Useful telephones**

ICAO

Mr. José Miguel Ceppi, Regional Director SAM Office	372-6417 / 9650-9267
Mr. Carlos Stehli, Deputy Director SAM Office	435-2752 / 9762-3539
Mr. Alberto Orero, Security Officer SAM Off.ice	446-1147/ 9831-5523

14. **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 Plus Comet.....	716-9797
Alitalia.....	444-9295 / 444-9285
American Airlines.....	0800 4 0350 / 211-7000
Avianca.....	0800 51936
Continental Airlines.....	0800 70030 / 712-9230
Copa.....	610-0808
Delta Airlines.....	0800 4 3210 / 211-9211
Gol.....	0800 52917
Iberia.....	411-7801
KLM.....	242-1240 / 242-1241
Lan.....	213-8200
Lloyd Aéreo Boliviano.....	444-0510 / 241-5210
Lufthansa.....	442-4455 / 444-4440
Mexicana de Aviación.....	610-6065 / 610-6060
Taca.....	511-8222

15. **Electricity**

220 Volts/60Hz.

16. **General recommendations in the event of an earthquake**

During

- 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 only if conditions permit it; otherwise, minimize your movements.

After

- a) Proceed to leave the premises, since quakes can continue.
- b) Evacuation must be carried out calmly, quickly and safely through the established routes.
- c) Stay in the evacuation site until the designated security team has verified whether the installations are at risk.

ICAO/4th floor emergency exit

- 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) Once outside the building and having your back to it, turn left towards the evacuation site, located across V. A. Belaunde Avenue.
- d) Pay attention at all moment to the indications that the security team might make.

17. **Airport tax**

Airport tax is US\$ 30.26.