



One Hundred and Third Executive Committee of LACAC and Environment Workshop

(Caracas, Bolivarian Republic of Venezuela, 09 - 11 October 2023)

GENERAL INFORMATION

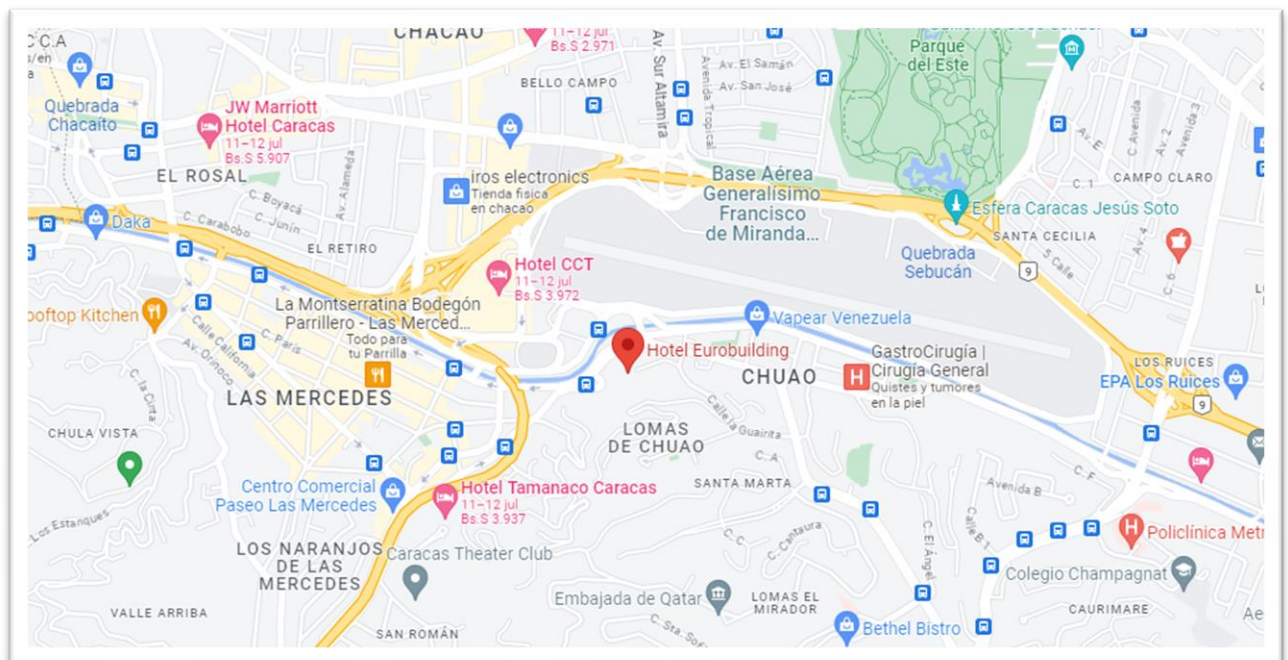
1. Time and Place

The One Hundred and Third Executive Committee of the Latin American Civil Aviation Commission will be held on October 10 and 11, 2023, in the city of Caracas, Bolivarian Republic of Venezuela. Additionally, the Environmental Workshop of the International Civil Aviation Organization (ICAO) is scheduled to be held on October 9, 2023.

2. Venue

The meeting will take place in the Plaza Real Room, level -2 of the Eurobuilding Hotel, located on La Guairita Street, Chuao, Miranda, Bolivarian Republic of Venezuela.

Below is the location map:



3. Arrival to the airport and transportation

International airlines that fly to the Bolivarian Republic of Venezuela arrive mainly at the “Simón Bolívar” International Airport of Maquetía, located in the state of La Guaira, approximately 33.8 km from the venue where the meeting will take place.

The National Institute of Civil Aeronautics will provide transfer service from the Airport to the Hotel, as long as it is coordinated at least three (03) days in advance, which is why it is requested to inform the flight itinerary in a timely manner to the emails that are shared in point 24 on this list.

4. Registration

The registration of the delegations will take place on Tuesday, October 10 from 8:00 a.m. to 9:00 a.m.

5. Opening

The Opening Ceremony will take place on Tuesday, October 10 at 9:00 a.m.

6. Language for the meeting

The meeting will take place in Spanish. During the Environment Workshop, there will be a simultaneous translation service (English).

7. Documents

The Meeting documentation will be available on the Commission's website: <http://clacsec.clac-lacac.org/>

8. Attire

The etiquette for the opening session and for the work sessions will be formal.

9. Temperature

The approximate temperature in the city of Caracas during the month of October ranges between 19 °C. and 28 °C, with a chance of rain.

10. Currency and exchange

The official currency in the Bolivarian Republic of Venezuela is the Bolívar.

The rate will be set in accordance with the reference exchange rate established by the Central Bank of Venezuela, available on the website: <https://www.bcv.org.ve/>

Cash is accepted in commercial premises, establishments and hotels (small denomination bills are recommended).

11. Credit and debit cards

The International credit cards usually accepted in hotels, shops and restaurants are: MasterCard and Visa

12. Vaccines and health services

The Venezuelan State annulled the requirement for a complete vaccination schedule for COVID-19, as well as the presentation of the negative result of the PCR-RT molecular test, for the entry of passengers into the country's different international airports.

As a control measure, the use of the Passenger Location Form (FLP) is maintained, a document that will be distributed to passengers before their arrival in the national territory, in order to facilitate the location of people who may have been exposed to COVID-19 or another communicable disease during the flight.

13. General information

The climate is hot and rainy. The rainy season occurs during the months of May and November.

The territory is politically divided into 23 states, a Capital District and the Federal Dependencies. The central government has its headquarters in the city of Caracas, capital of the country, where national public powers are exercised.

Venezuela is recognized worldwide for presenting a great variety of landscapes, bringing together a diversity of well-defined physiographic regions, which includes high mountains and extensive plains, plateaus and undulating mountain ranges, remnants of ancient shields (Guiana Massif), folded chains (systems Andean and coastal mountains) and large sedimentary depressions (Central Llanera Depression and Deltaic Plain).

14. Language

The official language of the Bolivarian Republic of Venezuela is Spanish.

15. Tourist attractions

The Bolivarian Republic of Venezuela is characterized by being a country with a variety of landscapes, natural monuments, to which are added the most attractive and varied cultural expressions, as well as a vast biodiversity in its ecosystems.

The city of Caracas, capital of the country, is located at the foot of the Warairarepano National Park (known as "El Ávila"), a mountain 2,600 meters high, which has a Cable Car System which takes a route that allows you to contemplate the city. In this tourist complex is the Humboldt Hotel, which represents a landmark of modern architecture built in 1956, located 2,140 meters above sea level.

Among the country's natural monuments, the Kerepakupai vená stands out (in Pemón it means "jump from the deepest place"), also known as "Angel Falls", originated in Auyantepuy, from which the

highest waterfall in the world emerges (979 meters) and it is located in the Canaima National Park; the Los Roques Archipelago National Park, a natural area recognized for its white sand beaches and coral formations; Los Médanos de Coro National Park is an area of flat relief, arid climate and dune landscapes; Pico Bolívar located in the Sierra Nevada National Park (Cordillera Los Andes) is the highest mountain in the country with an altitude of 4,980 meters above sea level.

The governing body in tourism matters is the Ministry of Popular Power for Tourism (MINTUR), in charge of formulating, planning, directing, coordinating, evaluating and controlling policies, plans, programs, projects and strategic actions aimed at the sustainable development of the national territory. as a tourist destination.

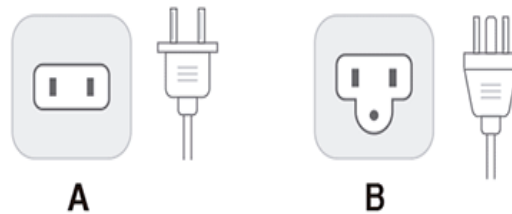
For more information you can access the following link: <https://www.mintur.gob.ve/>

16. Voltage

The voltage is 110 V to 220 V and the frequency is 60 Hz.

The power outlet used is type A and B.

It is recommended to have a voltage adapter.



17. Travel documents

To enter the Bolivarian Republic of Venezuela, it is necessary that the identification documentation (passport) be valid for at least six (06) months.

Depending on the country of origin, a visa may be required; It is suggested that the corresponding consultations and procedures be carried out with due advance notice in the representation of Venezuela accredited in your respective countries.

18. Tax and tips

Sales and services are charged with Value Added Tax (VAT), which is currently 16% and is included in the price to pay.

Transactions paid in foreign currency in cash are subject to 3% tax (IGTF). The recommended tip in restaurants is 10% consumption.

The tip is usually suggested at the end of the bill, and it is voluntary to consider it or not.

In transportation (taxi or others) it is not customary to tip drivers.

19. Local time

The time zone of the Bolivarian Republic of Venezuela is in Coordinated Universal Time -4 (UTC -4).

20. Comercial hours

The shopping centers are open from Monday to Sunday, continuously from 09:00 hrs. until approximately 8:00 p.m.

21. Security recommendations

Safety recommendations are common to every city, such as carrying only the necessary money, not unnecessarily displaying valuable jewelry, and requesting taxi services at the hotel of your choice to get around.

It is recommended to use taxi lines managed by the organization or through mobile applications such as Yummy Rides or Ridery.

22. Emergency lines

- Single Emergency Line: 911


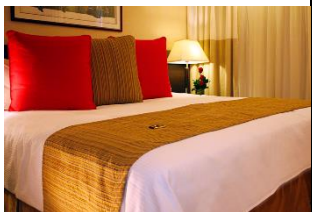
23. Accomodation

It is recommended to make your reservations in advance. The Bolívar is the official currency in the Bolivarian Republic of Venezuela, however, payment in foreign currency is accepted.

Rates are quoted in American dollars (USD), Standard or Deluxe room per night, subject to 16% VAT tax and tax for payment in foreign currency in cash (IGTF 3%).

Take into account the Headquarters Hotel (**Hotel Eurobuilding**).

N°	Hotel	Information	Observations	Distance
1	Hotel Eurobuilding Caracas (Hotel sede)	<u>Cell phones:</u> +58 (212) 9021111/ +58 (212) 9022222/ +58 (212) 3194111 <u>Whatsapp:</u> +58 (412) 9022222	<ul style="list-style-type: none">• The delegations that will participate in the CIII Executive Committee will enjoy corporate rates, which can be enabled by following the following steps:• <u>Reservations:</u><ol style="list-style-type: none">1. Ingresar a la página web del hotel: https://www.hoteleuro.com/es/hotel/caracas	EVENT

	<p>Address: Calle La Guairita, Chuao. Caracas Venezuela</p>	<p>Reservations: reservas@hoteleuro.com web: https://www.hoteleuro.com/es/hotel/caracas</p>  	<p>2. Click on the "RESERVE" button and select: - Destination (Venezuela) - Hotel (Caracas) -Entry date -Departure date</p> <p>1. Event code: - CLAC (IN CAPS) (without breakfast) link: https://reservas.hoteleuro.com/reservation/step1 - CLACDES (IN CAPS) (with breakfast) link: https://reservas.hoteleuro.com/reservation/step1 rates: 1 Standard King/ Standard Twin/ Deluxe King/ Deluxe Queen/ Deluxe Twin/ Deluxe King / Business Woman King: 100\$ + taxes (without breakfast) 120\$ + taxes (with breakfast)</p> <p>Check in: 15:00 Check out: 12:00</p>	
2	<p>Hotel Renaissance Caracas La Castellana</p> <p><u>address:</u> Avenida Eugenio Mendoza con Calle Urdaneta, La Castellana, Caracas, Venezuela, 1060</p>	<p><u>Cell phones:</u> +58 212-3188130 Fax: +58 212-9083222</p> <p><u>web:</u> https://www.marriott.com/es/hotels/ccsbr-renaissance-caracas-la-castellana-hotel/overview/</p>	<p>Rates available on their website</p> <p>Check in: 15:00 Check out: 13:00</p>	15 minutes by car
3	<p>Hotel JW Marriot Caracas</p> <p><u>address:</u> Avenida Venezuela con calle Mohedano, El Rosal, Caracas, Venezuela, 1060</p>	<p><u>Cell phones:</u> +58 212-2006922</p> <p><u>web:</u> https://www.marriott.com/es/hotels/ccsjw-jw-marriott-hotel-caracas/overview/</p>	<p>Rates available on their website</p> <p>Check in: 15:00 Check out: 13:00</p>	15 minutes by car

24. Contact details

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25. Others

The event will have a website and a mobile application through which various aspects of the organization can be consulted. Here is the link: <https://www.clac.inac.gob.ve>