

Learning from South-South and Triangular Cooperation

Sharing Knowledge for Development

Bogotá, Colombia
September 26-28, 2011

LOGISTICAL NOTE



I. ACCOMMODATION

The workshop will take place at the Bogota Plaza Hotel. Organizers advise all participants to stay at the venue hotel to avoid transportation costs and save time.



Hotel Website:

http://www.bogotaplazahotel.com/bogotaplaza_english.php

Address:

Calle 100 No 18A – 30
Bogotá.

Telephone:

+(571) 632 22 00

Hotel Fees

Organizers have obtained the following special rates for workshop participants.
Superior room: USD\$180

Breakfast is included in the room rate. The event agenda includes lunches.
Participants must book accommodation directly with the hotel using the hotel registration form (page 7) no later than Monday, September 12, 2011.

Costs and expenses

Participants will meet travel and accommodation costs. In case of financial shortages, the Colombian Presidential Agency for Social Action and International Cooperation and the Asian Development Bank Institute offer options of financial support for a limited number of participants. If you require financial assistance to cover your travel expenses please contact:

Ms. Liliana Parra lparra@southsouth.org and Ms. Viviana Cañon viviana.canon@accionsocial.gov.co

II. GETTING TO COLOMBIA

Bogota is strategically located in the center of the Americas (five hours by plane from New York, Mexico City and Sao Paulo) and has excellent air connectivity, with [several daily nonstop flights](#) to all major cities in the Americas and Europe.

Airport Pick-up

Participants will be picked up at El Dorado Airport by the hotel shuttle. Please fill in the HOTEL REGISTRATION FORM to inform us about your arrival and departure time.

Time zone

Bogota Time Zone is UTC/GMT-5.

Currency

Colombia pesos

1 USD = 1760 pesos

Vaccinations

No vaccinations are required to travel to Bogota. However, in order to travel to certain regions in Colombia, a yellow fever vaccination may be required.

III. VISAS

Please refer to Annex I for information on visa requirements for your country of origin. Nationals from countries that require a visa must apply for an entry permit upon arrival. If this is your case please notify Liliana Parra lparra@southsouth.org for further details.



IV. ABOUT BOGOTA



Weather. Bogotá enjoys a pleasant, spring-like climate year round. The average temperature in the city is 14°C (57°F) and the temperature can reach 22°C (72°F) around mid-day. At night temperatures can fall to 6 °C (43°F). Rain showers are frequent and unpredictable so it's advisable to always carry an umbrella.

Bogotá at a Glance

GDP ¹	US\$42,599 million
GDP per capita ¹	US\$ 5,835
% of total GDP of Colombia	27%
Net flows of FDI ³	US\$ 1,393 million
Companies	256,000
Risk rating - Duff & Phelps	AAA
Population	7.3 million
Literacy rate	98.2%
Time	GMT-5
Official language	Spanish
Currency	Peso - COP\$

Source: Invest in Bogotá.
<http://english.investinbogota.org/ataglance>

Taxi information

Bogotá has a large fleet of yellow taxicabs. All taxis should display a card that identifies the driver, taxi rates and should have a working taximeter. We strongly recommend requesting taxis by phone (as opposed to hailing them in the street). Some reliable numbers to request taxis are: 211-1111, 311-1111 or 411-1111. Some hotels provide car services. These cars are usually white and charge a bit

more than ordinary yellow taxis. These cars may be contracted for a full day. Taking a taxi from the airport to the hotel costs around USD\$15, depending on the hour (5-7 PM rush hour).

[Click for Bogotá Map](#) (PDF)

For further information please contact:

Ms. Liliana Parra
lparra@southsouth.org

Ms. Viviana Cañon
viviana.canon@accionsocial.gov.co



Please fill in and e-mail to Liliana Parra and Viviana Cañon
E-mail: lparra@southsouth.org and viviana.canon@accionesocial.gov.co

Workshop
**Learning from South-South and Triangular Cooperation:
Sharing Knowledge for Development**
September 26 – 28 2011 Bogotá, Colombia

Please write in CAPITAL LETTERS.

I will attend

I will not attend

Contact information (as in the passport)

Mr. Ms. Dr.

Family Name: _____ First Name: _____

Position: _____

Institution: _____

Address (Office): _____

Citizenship*: _____

Passport No.*: _____

Phone: _____ Fax: _____

E-Mail: _____ Private Phone*: _____

(*This information will help us contacting you if needed. This will not appear in the participants list.)

Travel information and Accommodation

My organization is able to cover the travel and accommodation expenses.

YES NO

I need a visa to enter Colombia.

YES NO

Please indicate any information on your prospective travel connection that is currently available. Please indicate any **dietary restrictions** or specific accommodation **requirements**:

Date: _____

Signature: _____

HOTEL REGISTRATION FORM

Please fill in and email form to Marcela Rico (yenny.rico@aviatur.com.co) and Lina Acosta (lina.acostac@gmail.com) no later than Monday Sept. 12, 2011

Last Name(s)		
Name(s)		
Institution		
Mailing Address		
Country		City
Telephone		
Email		
Arrival Date (DD/MM/YY)		
Airline and Flight Number		Time
Departure Date		
Airline and Flight Number		Time

Reservations require credit card guarantee (check one), and fax copy both sides of credit card together with this form.

American Express	<input type="checkbox"/>
Visa	<input type="checkbox"/>
Master Card	<input type="checkbox"/>
Diners Club	<input type="checkbox"/>

Card Number _____

Expiration Date (DD/MM/YY) _____

Signature _____

ANNEX I - VISAS

Please refer to the table below for information on visa for your country of origin. Nationals from the countries that require a visa must apply for an entry permit upon arrival. Please do not forget to bring a valid passport and a return or onward ticket.

If you require a visa to enter, please, **check the list of Colombian consulates (Excel sheet attached)** to make and appointment and information about visa procedures. If you can't find your country in the list or the **districts** assigned to them, or have any questions please, write to Liliana Parra Iparra@southsouth.org for assistance.

***Visa exemption for diplomatic and official passport**

**** Visa requires special authorization from the Ministry of Foreign Affairs of Colombia**

COUNTRY	VISA REQUIRED	NO VISA REQUIRED
Afghanistan (**)	X	
Albania	X	
Germany (*)		X
Andorra		X
Angola (**)	X	
Antigua and Barbuda		X
Saudi Arabia (**)	X	
Algeria	X	
Argentina (*)		X
Armenia	X	
Australia		X
Austria		X
Azerbaijan	X	
Bahamas		X
Bahrain	X	
Bangladesh	X	
Barbados (*)		X
Belgium		X
Belize (*)		X
Benin	X	
Belarus	X	
Bolivia (*)		X

Bosnia and Herzegovina	X	
Botswana	X	
Brazil (*)		X
Brunei Darussalam		X
Bulgaria	X	
Burkina Faso	X	
Burundi	X	
Bhutan		X
Cape Verde	X	
Cambodia (**)	X	
Cameroon	X	
Canada		X
Chad	X	
Czech Republic (*)		X
Chile (*)		X
People's Republic of China (*)	X	
Cyprus (*)		X
Comoros	X	
Congo	X	
Congo Democratic Republic (**)	X	
Korea Republic (*)		X
Dem People's Republic of Korea (**)	X	
Ivory Coast	X	
Costa Rica (*)		X
Croatia		X
Cuba (*) (**)	X	
Denmark		X
Djibouti (**)	X	
Dominica		X
Ecuador (*)		X
Egypt	X	
El Salvador (*)		X
United Arab Emirates		X
Eritrea	X	
Slovakia (*)		X
Slovenia		X
Spain (*)		X
USA		X
Estonia		X
Ethiopia	X	
Fiji		X

Philippines		X
Finland		X
France (*)		X
Gabon	X	
Gambia	X	
Georgia	X	
Ghana	X	
Grenada		X
Greece		X
Guatemala (*)		X
Guinea	X	
Guinea-Bissau	X	
Equatorial Guinea	X	
Guyana (*)		X
Haiti	X	
Honduras (*)		X
Hungary (*)		X
India (*)	X	
Indonesia		X
Iran (*) (**)	X	
Iraq (**)	X	
Ireland (*)		X
Iceland		X
Marshall Islands		X
Solomon Islands		X
Israel		X
Italy (*)		X
Jamaica (*)		X
Japan (*)		X
Jordan (**)	X	
Kazakhstan	X	
Kenya	X	
Kyrgyzstan	X	
Kiribati	X	
Kosovo	X	
Kuwait	X	
Democratic Republic Laos P. (**)	X	
Lesotho	X	
Latvia		X
Lebanon (**)	X	
Liberia (**)	X	

Libya (**)	X	
Liechtenstein		X
Lithuania		X
Luxembourg		X
Macedonia	X	
Madagascar	X	
Malaysia		X
Malawi	X	
Maldives	X	
Mali	X	
Malta		X
Morocco (*)	X	
Mauritius	X	
Mauritania	X	
Mexico (*)		X
Micronesia		X
Moldova	X	
Monaco		X
Mongolia	X	
Montenegro	X	
Mozambique (**)	X	
Myanmar (**)	X	
Namibia	X	
Nauru	X	
Nepal	X	
Nicaragua	X	
Niger	X	
Nigeria (**)	X	
Norway		X
New Zealand		X
Oman	X	
Netherlands		X
Pakistan (**)	X	
Palau		X
Panama (*)		X
Papua New Guinea		X
Paraguay (*)		X
Peru (*)		X
Poland		X
Portugal		X
Qatar	X	

United Kingdom of Great Britain and Northern Ireland	X
Central African Republic	X
Dominican Republic (*)	X
Romania (*)	X
Russian Federation (*)	X
Rwanda	X
Saint Kitts and Nevis	X
Samoa	X
San Marino	X
Santa Lucia	X
Holy See	X
Sao Tome and Principe	X
St. Vincent and the Grenadines	X
Senegal	X
Serbia	X
Seychelles	X
Sierra Leone (**)	X
Singapore	X
Syria (**)	X
Somalia (**)	X
Sri Lanka (**)	X
South Africa	X
Sudan (**)	X
Sweden	X
Switzerland (*)	X
Suriname (*)	X
Swaziland	X
Thailand	X
Tanzania	X
Tajikistan	X
East Timor	X
Togo	X
Tonga	X
Trinidad and Tobago	X
Tunisia	X
Turkmenistan	X
Turkey (*)	X
Tuvalu	X
Ukraine	X
Uganda (**)	X
Uruguay (*)	X

Uzbekistan	X	
Vanuatu	X	
Venezuela (*)		X
Vietnam	X	
Yemen (**)	X	
Zambia	X	
Zimbabwe	X	
OTHER		
Netherlands Antilles: Aruba, Curacao, St.Maarten, Bonaire, Saba, St. Eustatius		X
Hong Kong (SARG-China)		X
Macao (SARG-China)	X	
Palestine (**)	X	
Taiwan		X

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