



**IV Global Industry Leaders Forum (GILF)  
20 September 2011**

**XI Global Symposium for Regulators (GSR)  
21-23 September 2011**

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In November 2010, Colombia's invitation to host the XI Global Symposium for Regulators (GSR) and the IV Global Industry Leaders Forum (GILF) was accepted by ITU and the announcement made at the closing of the 2010 edition of GSR. These events, organized by the International Telecommunication Union (ITU) will be held in Armenia City, Colombia, on 20 September 2011 (GILF) and 21-23 September (GSR).

It is the first time that both events will take place in Latin America.

### **1.1 Convention centre**

GSR, GILF and the meeting of the regulatory associations will take place at the Cultural Metropolitan Convention Centre, located in Armenia City, approximately 40 minutes from the two airports serving the city.

Location: Calle 26 Norte #11-21 – Armenia City

Phone: +57 6 741 4111 or +57 6 749 5234

[www.centroconvencionesquindio.com](http://www.centroconvencionesquindio.com)

Catering will be available for all lunches at the Centre.

### **1.2 Travel arrangements**

The official Event operator appointed by the host country for GSR and GILF is **Gema Tours**. The event operator is a unique point of contact for all travel arrangements (air tickets, hotel accommodations, airport transfers).

#### **a) Flight reservations**

To get to the Events venue, participants have the following choices:

#### **El Dorado International Airport – Bogotá**

The flight from Bogotá to Armenia City takes 45 minutes. The flight from Bogotá to Pereira takes 60 minutes.

#### **El Eden International Airport – Armenia City**

Located 20 minutes from the Convention Centre, the El Eden International Airport serves ten flights a day from Bogotá as well as from a few number of international destinations.

It is served by three airlines. The route Miami-Armenia is served twice weekly by a U.S. airline.

## Matecaña International Airport – Pereira

Located 60 minutes from the Convention Centre, Matecaña International airport has thirteen daily flights from Bogotá served by three airlines (from and to Miami daily by Avianca airline and twice daily flights from Panama by Copa and Aires airlines).

While discussions are under way to increase the frequency of flights to both Matecaña and El Eden airports, ***it is strongly advised to book your flights early.***

Avianca, Colombia’s national carrier, offers special discounts for GSR+GILF participants on the following routes. These discounts are available only on Avianca flights and on “Promotional class”.

Please quote code GN492 at the time of reservation.

ZONE	FROM	ECONOMY CLASS	BUSINESS CLASS
EUROPA	Madrid and Barcelona	8%	10%
CENTRAL AMERICA	Panama, San Jose, Salvador and Mexico	15%	15%
THE CARIBBEAN	Aruba, Curacao and Santo Domingo	15%	15%
NORTH AMERICA	Miami, Fort Lauderdale, New York and Washington	10%	15%
PACTO ANDINO	Quito, Caracas, Valencia Guayaquil and Lima	10%	15%
SOUTH AMERICA	Buenos Aires and Santiago de Chile	10%	10%
	Sao Paulo	8%	4%

For flight reservations, please contact:

Ms Sandra Sánchez

Email : [sandrasanchez@gematours.com](mailto:sandrasanchez@gematours.com)

Phone: +57 1 346 5025 Ext. 120

Ms Andrea García

Email: [andregarcia@gematours.com](mailto:andregarcia@gematours.com)

Phone: +57 1 346 5025 Ext. 119

**b) Hotel accommodations**

The full list of official hotels will be available from early July. However, the following hotels and hacienda which will be in the list of official hotels are provided for those who wish to make early bookings.

Rates include taxes and breakfast. **Prices in USD are indicative only.**

NAME	INFORMATION	CITY	DISTANCE TO THE CCMC		CAPACITY AND RATES
			KM	Min	
<b>Hotels</b>					
Hotel de Pereira <a href="http://www.hotelpereira.com">www.hotelpereira.com</a>	Carrera 13 N. 15-73 +57 6 335 0770 <a href="mailto:info@hotelpereira.com">info@hotelpereira.com</a>	Pereira	38	40	150 rooms Suite COP440'000 (USD314) Jr Suite COP390'000 (USD277) Standard COP255'000 USD230
Hotel Las Camelias <a href="http://www.camelias.com.co">www.camelias.com.co</a>	a 2 Km del Parque del Café via Pueblo Tapao Montenegro, Quindío +57 6 741 7600 <a href="mailto:eventos@camelias.com.co">eventos@camelias.com.co</a> <a href="mailto:ventas@hotelcamelias.com.co">ventas@hotelcamelias.com.co</a>	Armenia	21	25	110 rooms Suite COP530'000 USD286 Jr Suite COP350'000 USD189 Standard COP330'000 USD178
Hacienda Decameron PANACA <a href="http://www.decameron.com">www.decameron.com</a>	Km. 7 Vereda Kerman -quimbaya +57 6 741 4608 <a href="mailto:lina.zuluaga@decameron.com">lina.zuluaga@decameron.com</a>	Armenia	48	50	120 rooms Standard COP240'000 USD133 Villas (22) COP966'000 USD522

For hotel reservations, please contact:

Mr Alex Reales

Email: [alexreales@gematours.com](mailto:alexreales@gematours.com)

Phone: +57 1 346 5025 Ext. 127

**c) Transfer and transportation:**

In addition to airport transfers from and to official hotels and El Eden & Matecaña airports on arrival and departure (up to and including 24 September), transportation between those hotels and the meeting

venue will be provided to all participants. The schedule of the shuttle services will be made available closer to the events.

Participants who undertake to make their own travel arrangements but wish to avail themselves of the transfers to and from the airports are kindly requested to inform the Event operator of their flight number, date and time of arrival, airport of arrival as well as the hotel where they will be staying.

For Airport transfers and transportation, please contact:

Ms Lucy Diaz Granados

Email: [lucydiazgranados@gematours.com](mailto:lucydiazgranados@gematours.com)

Phone: +57 1 346 5025 Ext. 133

#### **d) Visa requirements**

A valid passport is required to enter Colombia.

The following countries do **not** require any visa to enter Colombia:

Andorra, Antigua and Barbuda, Argentina, Australia, Austria, Bahamas, Barbados, Belgium, Belize, Bhutan, Bolivia (Plurinational State of), Brazil, Brunei Darussalam, Canada, Chile, Costa Rica, Croatia, Cyprus, Czech Rep, Denmark, Dominica, Dominican Rep, Ecuador, El Salvador, Estonia, Fiji, Finland, France, Germany, Greece, Grenada, Guatemala, Guyana, Honduras, Hungary, Iceland, Indonesia, Ireland, Israel, Italy, Jamaica, Japan, Korea (Rep of), Latvia, Liechtenstein, Lithuania, Luxembourg, Malaysia, Malta, Marshall Islands, Mexico, Micronesia, Monaco, Netherlands, New Zealand, Norway, Panama, Papua New Guinea, Paraguay, Peru, Philippines, Poland, Portugal, Romania, Russian Federation, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Samoa, San Marino, Singapore, Slovakia, Slovenia, Solomon Islands, South Africa, Spain, Suriname, Sweden, Switzerland, Trinidad and Tobago, Turkey, United Arab Emirates, United Kingdom, United States, Uruguay, Vatican and Venezuela

*Note: Participants from the region of Hong Kong (China) do not require visas to enter Colombia.*

A special email hotline has been set up to deal with problems which registered GSR + GILF-11 participants may face in obtaining their visa. Should you wish assistance, please contact:

Ms Diana Carolina Cifuentes

Email: [diana.cifuentes@cancilleria.gov.co](mailto:diana.cifuentes@cancilleria.gov.co)

### **1.3 Banking, currency and exchange**

The official currency of Colombia is the Colombian Peso (COP).

There are numerous currency exchange offices in Armenia city. All of the main banks have currency exchange services, and bank opening hours are from 9:00 to 15:00.

An ATM is available at the Hotel de Pereira.

International credit cards are generally accepted.

For up-to-date exchange rates, several currency converter websites may be consulted, including:  
[www.oanda.com/convert/classic](http://www.oanda.com/convert/classic)

For information, the exchange rate at 12 April 2011 was as follows:

\* USD 1 = COP 1'815

\* EUR 1 = COP 2'627

#### **1.4 Climate and altitude**

There are different climatic zones, from warm spots at 900 metres on the banks of the river Cauca, to the icy peaks of the mountains of the region.

Pereira: 21 °C 1411 meters.

Armenia City: 20 °C 1551 meters.

The Coffee Zone is located in the centre of western Colombia and is part of the Andean region.

#### **1.5 Security and access**

Access to the GSR-GILF 11 premises will be strictly limited to persons wearing an official GSR-GILF11 badge.

Participants are reminded to safeguard their personal belongings at all times while in the meetings premises and hotel area and not to leave equipment unattended in the meeting rooms. Lockers will be made available to all participants.

#### **1.6 Health and vaccinations**

While no vaccination or vaccination certificate is required against yellow fever, polio or hepatitis, it is recommended to take precautions against malaria, hepatitis, meningitis and yellow fever. In particular, vaccination is recommended for diphtheria and tetanus, avoid raw food such as salad, drink bottled water which can be obtained in all hotels and restaurants and in shops (although the tap water is treated).

On-site medical services will be provided for the duration of the Meetings, twenty-four (24) hours per day, including medical transportation

#### **1.7 Communications**

SIM cards cost approximately COP 15'000 (around USD 7) and will be available on the Events premises. The telephone code for Colombia is + 57 and the area code for the cities of Armenia and Pereira is +06

Wireless connectivity will be available at the meeting venue.

#### **Other practical informations**

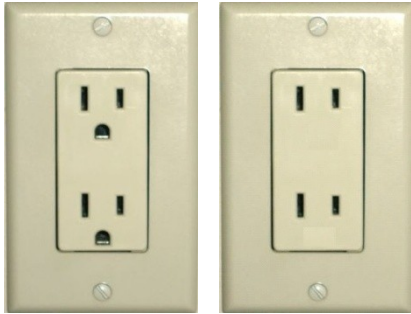
**Travel insurance.** Participants are reminded that it is advisable to obtain travel insurance. Such insurance should cover payment for medical care in case of hospitalization as well as the cost of repatriation to their home country should this become necessary. The organizers do not take responsibility for any individual, medical, travel or personal insurance. Participants are advised to secure their own insurance policies as necessary.

**Business hours**

- Shops: the opening hours of most shops are from 9:00 to 19:00 hours Monday to Saturday although smaller businesses may close at lunch time; Shops are closed on Sunday.
- Banks: 9:00 to 15:00, Monday to Friday; and 9:00 to 12:00 on Saturdays

**Driving.** Driving is on the right-hand side of the road. A national or international driving license must be carried. Wearing of seat belts is obligatory.

**Electricity.** Electric power is 110 V, with standard US sockets (two or three prongs). Participants should bring adapters for their own equipment.



**Local time.** The local time in Colombia is UTC -5 hours. There are no daylight-saving time arrangements.

**Tipping.** Tipping is recommended in restaurants if you are satisfied with the service (normally around 10%).