

**Convention on  
Biological Diversity**

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ENGLISH ONLY

REGIONAL BIO-BRIDGE INITIATIVE ROUND  
TABLE FOR LATIN AMERICA AND THE CARIBBEAN  
Bogota, Colombia, 27-29 November 2017

REGIONAL DIALOGUE AND LEARNING MISSION  
ON INTEGRATING CLIMATE CHANGE ACTION  
AND BIODIVERSITY ACTION AT THE NATIONAL  
LEVEL IN SOUTH AMERICA  
Bogota, Colombia, 27 November to 1 December 2017

**INFORMATION NOTE FOR PARTICIPANTS**

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## 1. OPENING OF THE MEETINGS

The Regional Bio-Bridge Initiative Round Table for Latin America and the Caribbean will be held in Bogota, Colombia from Monday, 27 November to Wednesday, 29 November 2017 and the Regional Dialogue and Learning Mission on Integrating Climate Change Action and Biodiversity Action at the National Level in South America will be held at the same venue from Monday, 27 November to Friday, 1 December 2017.

The meetings will start at 9:00 a.m. on Monday, 27 November, and registration will take place at the venue of the meetings at 8:30 a.m. the same day.

## 2. VENUE

The meetings will be held at:

### **Habitel Hotel**

Av. El Dorado #100-97

Bogotá, Cundinamarca, Colombia

Telephone: +57 1 4199999

Website: <http://www.hotelhabitel.com/>

The Regional Bio-Bridge Initiative Round Table for Latin America and the Caribbean will be held in *Salon Colombia A*.

The Regional Dialogue and Learning Mission on Integrating Climate Change Action and Biodiversity Action at the National Level in South America will be held in *Salon Colombia B*.

## 3. WORKING LANGUAGE OF THE MEETINGS

The Regional Bio-Bridge Initiative Round Table for Latin America and the Caribbean will be held in English and Spanish with interpretation.

The Regional Dialogue and Learning Mission on Integrating Climate Change Action and Biodiversity Action at the National Level in South America will be held only in Spanish.

## 4. DOCUMENTS

Participants are kindly reminded to bring their own copies of the documents for the meetings as there will be no extra copies made available on site. Documents are available on the following web pages:



Bio-Bridge: <http://www.cbd.int/meetings/TSCWS-2017-03>

Climate Change: <http://www.cbd.int/meetings/CCBOM-2017-02>

## 5. GENERAL INFORMATION ON ACCESS TO BOGOTA, COLOMBIA

Bogota is serviced by the El Dorado International Airport (13 km from downtown). Taxis are available at the airport at a cost of about US \$6.00 -10.00 and the journey takes about 30-40 minutes. It is recommended to book taxis within the terminal to pay fixed rates. The **Habitel Hotel** offers a free shuttle service to and from the airport, please contact the hotel directly for arrangements.

Please note that there is a departure tax of about US \$38 for international flights leaving Colombia which must be paid in cash in US dollars or in Colombia pesos (approx. COP 115,000).

## 6. VISA INFORMATION

Colombia and all other participants are strongly advised to contact the nearest Colombian diplomatic or consular mission as soon as possible in order to secure the required entry visa in a timely manner, prior to departure. **Please note that airline companies will not allow boarding in the absence of a valid visa.**

Information on visa procedures is available on the web site of the Ministry of External Relations of Colombia at: [http://www.cancilleria.gov.co/en/procedures\\_services/visas](http://www.cancilleria.gov.co/en/procedures_services/visas). The on-line visa application form can be found at the following link: <https://tramitesmre.cancilleria.gov.co/tramites/enlinea/solicitarVisa.xhtml>. A list of relevant Colombia diplomatic/consular missions abroad, is available on the web site of the Ministry of External Relations of Colombia (in Spanish) at: <https://tramites.cancilleria.gov.co/ciudadano/directorio/Misiones/enExterior.aspx>.

To facilitate the issuance of visas, the Secretariat will issue upon request invitation letters to be attached to the visa applications.

## 7. HOTEL INFORMATION

A block booking has been made at the Habitel Hotel (meeting venue) on behalf of all funded participants according to your flight arrangements. Any extra personal expenses incurred, such as room upgrades, Internet access, laundry, phone calls, room service, mini-bar, etc., are the sole responsibility of the participants

**Non-funded participants** may avail themselves of the block booking by contacting the Habitel Hotel directly. A special negotiated rate is offered for non-funded participants at a rate of approximately US \$77 per night not including taxes. The hotel details are listed below:

### **Habitel Hotel**

Av. El Dorado #100-97

Bogotá, Cundinamarca, Colombia

Telephone: +57 1 4199999

E-mail: [reservas@hotelhabitel.com](mailto:reservas@hotelhabitel.com)

Website: <http://www.hotelhabitel.com/>

**Contact person for accommodation:** Ms. Mariana Colombo

Further information on Bogota is available at the following web-site:  
<http://english.bogotaturismo.gov.co/>

## 8. FIELD TRIPS FOR THE PARTICIPANTS OF THE REGIONAL DIALOGUE MEETING

Two field trips will be organized during the Regional Dialogue and Learning Mission on Integrating Climate Change Action and Biodiversity Action at the National Level in South America meeting, tentatively on Wednesday and Thursday. Please bring warm clothing and appropriate footwear for outdoor activities. Details of the field trips will be provided in due course.

## 9. PAYMENT OF THE DAILY SUBSISTENCE ALLOWANCE (DSA)

Funded participants will receive the relevant portion of their DSA by way of a Swiss credit card (international MasterCard) on the first day of the meeting. Detailed instructions on how these cards work will be provided on site.

## 10. OFFICIAL LANGUAGE IN COLOMBIA

The official language in Colombia is Spanish. English is understood in some hotels and restaurants.

## 11. WEATHER AND TIME ZONE INFORMATION



In November, temperatures in Bogota usually range between a maximum of +16°C in the daytime and a minimum of +7°C at night. Please bring warm clothing for cold and rainy weather. Current weather conditions in the area can be found at:  
<http://www.worldweather.org/057/c00157.htm>.

The standard time zone is GMT/UTC -5 hours.

## 12. ELECTRICITY

The electrical currents in Colombia are 110-120 volts, 60 Hertz as shown in the illustrations below.



## 13. CURRENCY



The currency in Colombia is the Colombian Pesos (COP). The current exchange rate as at 9 November 2017 is US \$1 = COP 3,009.95 and (Euro) € 1 = COP 3,504.66.

Currency exchange facilities are available in banks and hotels, local currency can be obtained on most ATM machines.

#### **14. DISCLAIMER**

The CBD Secretariat disclaims all responsibility for medical, accident and travel insurance, for compensation for death or disability compensation, for loss of or damage to personal property and for any other loss that may be incurred during travel time or the period of participation. In this context, it is strongly recommended to secure international medical, accident and travel insurance for the period of participation prior to departure.

## ANNEX A – COUNTRY LISTING

### COUNTRIES AND TERRITORIES WHOSE CITIZENS DO NOT REQUIRE VISAS IN ORDER TO ENTER COLOMBIA AS VISITORS (AS LISTED ON THE WEB SITE OF THE EMBASSY OF COLOMBIA)

Citizens of the following countries and territories do not require a visa to **visit** or **transit** Colombia:

#### **A**

Andorra  
Antigua and Barbuda  
Argentina  
Australia  
Austria  
Azerbaijan

#### **B**

Bahamas  
Barbados  
Belgium  
Belize  
Bhutan  
Bolivia  
Brazil  
Brunei Darussalam  
Bulgaria

#### **C**

Canada  
Chile  
Costa Rica  
Croatia  
Cyprus  
Czech Republic

#### **D**

Denmark  
Dominica  
Dominican Republic

#### **E**

Ecuador  
El Salvador  
Estonia

#### **F**

Fiji  
Finland  
France

#### **G**

Georgia  
Germany  
Grenada  
Greece  
Guatemala  
Guyana

#### **H**

Holy See  
Honduras  
Hungary

#### **I**

Iceland  
Indonesia  
Ireland  
Israel  
Italy

#### **J**

Jamaica  
Japan

#### **K**

Kazakhstan  
Korea, Republic of

#### **L**

Latvia  
Liechtenstein  
Lithuania  
Luxembourg

#### **M**

Malaysia  
Malta  
Marshall Islands  
Montenegro  
Mexico  
Micronesia, Federated States of  
Monaco

#### **N**

Netherlands  
New Zealand  
Norway

#### **P**

Palau  
Panama  
Papua New Guinea  
Paraguay  
Peru  
Philippines  
Poland  
Portugal

#### **Q**

Qatar

#### **R**

Romania  
Russian Federation

#### **S**

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

#### **T**

Trinidad and Tobago  
Turkey

#### **U**

United Kingdom of Great Britain and Northern Ireland  
United Arab Emirates  
United States of America  
Uruguay

#### **V**

**Venezuela**

