



Organization of
American States



III INTER-AMERICAN MEETING OF MINISTERS AND HIGH-LEVEL AUTHORITIES ON SUSTAINABLE DEVELOPMENT

October 19-20, 2015 – Tela, Honduras

INFORMATION BULLETIN

1. Place and Date of the meeting

The Third Inter-American Meeting of Ministers and High-Level Authorities on Sustainable Development will take place from October 19 to 20 in Tela, Honduras. All sessions will be held at **INDURA RESORT, in Tela.**

The opening session will be at 10:00 a.m. on October 19, in the Main Auditorium at INDURA. The working sessions schedule will be distributed in due course and will also be available onsite at the event.

2. National Coordinating Body

Institution: NATIONAL COUNCIL ON SUSTAINABLE DEVELOPMENT (CONADES)

Name of National Coordinator: Ruth Xiomara Cubas Cantarero

Address: Col. Altos de Miramontes, Tegucigalpa

Telephone: 2239 7070

E-Mail: xcubas@yahoo.com

Fax: 2239 7070

3. Air Transportation

All participants will be responsible for making their own flight reservations to get to San Pedro Sula, Honduras, and for their return to final destination. We recommend that delegations make their round trip reservations as soon as possible directly with the airlines or with their travel agencies.

4. Transfer from San Pedro Sula Airport to the City of Tela

The Government of Honduras will provide the Ministerial Meeting participants with ground transportation from the Ramón Villeda Morales International Airport in San Pedro Sula to their respective hotels in Tela, and back to the Airport.

This transportation service will be provided for delegations arriving at the Ramón Villeda Morales International Airport in San Pedro Sula from October 17 through 19, 2015.

Ground transport is being coordinated by the Ministry of Foreign Affairs and International Cooperation, with Mr. José Lorenzana.

5. Spouses / Companions

No official program is being organized for spouses or companions.

6. Food

The Government of Honduras will host a welcoming reception for participants, as well as courtesy coffee breaks on Meeting days.

7. Accommodation

For participants, special rates have been secured at INDURA RESORT, VILLAS TELAMAR, and LA ENSENADA RESORT, which are located in Tela. All participants must make their own reservations directly with the hotel. After making their reservations, participants are asked to kindly confirm their participation in the Third Meeting of Ministers and High-Level Authorities on Sustainable Development, since special rates have been obtained for all participants.

- | | | |
|----|--|--------------------------------|
| 1. | INDURA
reservations@induraresort.com | Tel. 504 2437 0012 |
| 2. | VILLAS
ventas1@telamerresort.com | TELAMAR
Tel. 504 2448 2984 |
| 3. | LA
reservaciones@laensenadaresort.com | ENSENADA
Tel. 504 2448 8400 |

All reservation requests must be accompanied by a valid credit card number, in order to be confirmed.

Room reservations will be assigned in the order in which they are received and according to the information submitted with requests. All participants must settle their bills directly with the hotel at the end of the meeting (Appendix I).

To get the preferential rates, all room reservations, without exception, must be confirmed by October 9, 2015. Cancellation of reservations after that date will be subject to current international hotel industry provisions and practices.

8. Registration and accreditation of participants

Participants must fill out the accompanying registration form (Appendix I), which should be submitted to the OAS by October 8, 2015. Late registration will be done at the host hotel, on October 18, 2015, from 9: 00 a.m. to 5:30 p.m. Participants must also fill out Appendix II, which must be submitted no later than October 10, 2015 to the National Coordination Body identified above.

All participants must present a photo ID, such as a passport, in order to be issued a conference badge and a set of meeting documents. Badges will be issued to participants in the registration area of the conference host hotel.

For security reasons, all participants are required to wear their badges to enter the Meeting premises, and at all sessions.

Delegations, observers, and special guests should submit their credential letters, registration forms, and any other meeting-related correspondence, to:

The General Secretariat
Organization of American States

Executive Secretariat for Integral Development
Department of Sustainable Development

Attention: María Ciudad-Real

1889 F St. N. W., Washington, DC 20006

U. S. A.

Telephone +1 (202) 370-4959

Fax +1 (202)458-3560

E-Mail: sustainable_dev@oas.org

9. Immigration

A current Passport is required to enter Honduras. Delegations will be issued with courtesy entry visas through consulates in their respective countries. Delegates from countries where we have no diplomatic and/or consular representation should contact the Ministry of Foreign Affairs and International Cooperation, Attention: Mr. José Lorenzana nino.lorenzana@gmail.com. They should provide:

Full name as it appears in passport

Nationality

Passport number

Passport type (ordinary, official, diplomatic)

Arrival date

Arrival airline and flight number

Departure date

Departure airline and flight number

Citizens of Central America may use their national ID.

It should be noted that the Government of Honduras would be able to facilitate visas being issued to delegates from the above-mentioned countries. Those delegates should therefore submit an official application to the Ministry of Foreign Affairs and International Cooperation, attention: Mr. José Lorenzana, e-mail: nino.lorenzana@gmail.com, by October 10, 2015, and include the following information:

Full name

Nationality

Copy of passport

Organization and position

Travel itinerary

10. Working languages and documents

The Government of Honduras will cover the cost of booth format simultaneous interpreting from four languages (English, French, Portuguese, and Spanish) for the plenary sessions of the Meeting. For working groups and other events, limited interpreting may be provided into two languages (English and Spanish).

*Delegations can find meeting documents on the following website:

<http://www.oas.org/en/sedi/dsd/ELPG/ThirdMinisterialMeeting.asp>

*In keeping with OAS practice, this will be an environmentally-friendly meeting, hence there will be limited use of paper.

11. Communications and Internet access

Domestic and international telephone calls, as well as fax service, will be at the user's expense. The meeting host hotel will have a Delegates Lounge outfitted with computers and Internet access. The plenary room will have wireless Internet access.

12. Currency

The official currency of Honduras is the Lempira. Most tourism-related businesses accept U.S. dollars, but Lempiras are needed to pay for basic services such as public transportation.

Exchange rate: USD 1.00 = L 22.12

It is recommended that foreign currency be changed at formal establishments such as banks or exchange houses. Most businesses accept the major credit cards (Visa, MasterCard, and American Express).

13. Climate

October temperatures in Tela fluctuate between 23° C (minimum) and 32°C (maximum), or between 70° F (minimum) and 90° F (maximum).

14. Local Time

The local time in Tela, Honduras, is -6h GMT.

15. Electricity

Electric current throughout the country is 110 volts, although 220 volts may also be available at hotels. A three-prong to two-prong plug adapter is recommended.

16. Ground transportation (taxi)

As a basic security measure, it is recommended that participants use a hotel taxi or ask for a radio taxi from the business or tourist establishment where they are.

17. Medical care

COPECO-provided paramedics will be on hand at the host hotel on meeting days. Neither the Organization of American States nor the Government of Honduras can be held liable for any possible circumstance such as accidents, illnesses, or travel problems. Participants are therefore advised to watch out for any ailment or medication being supplied in order to avoid consequences.

18. Security

The Government of Honduras will provide the security needed for this event, at all venues hosting activities and during transfers from and back to the airport.

19. Important local telephone numbers

National Police 2448 2086

Fire 2448 8030

Red Cross 2448 2121
Tourist Assistance 2448 3535
International Airport 2668 3191, 2668 3260

20. Social events

The schedule of social activities will be made available to delegations when they register.

21. Tourist activities



Appendix 1

Tercera Reunión Interamericana de Ministros y Altas Autoridades de Desarrollo Sostenible

Third Inter-American Meeting of Ministers and High Level Authorities on Sustainable Development

Tela, Honduras, 19 y 20 de octubre de 2015 – Tela, Honduras, October 19 and 20, 2015

FICHA DE INSCRIPCIÓN / REGISTRATION FORM

- Representante Titular / Principal Representative**
- Representante Suplente / Alternate Representative**
- Observador / Observer**
- Otro / Other**

INFORMACIÓN PERSONAL / PERSONAL INFORMATION

Apellido / Last Name		Nombre / First Name	
Cargo / Title			
Organización / Organization			
Dirección / Address			
Código Postal / ZIP	Ciudad / City	Estado / State	
Teléfono / Telephone	Fax	Correo Electrónico / E-mail	

Lugar de Hospedaje/*Place where the Delegate will be staying:*

Los delegados y observadores deberán enviar la ficha de inscripción oficial
antes del 08 de octubre de 2015

*Delegates and observers should submit the Registration Form
by **October 8, 2015***

vía email /*via email:* sustainable_dev@oas.org

Para información adicional favor contactar a la Oficina del Director del Departamento de Desarrollo Sostenible al: (202)-370-4959

For any additional information please contact the office of the Director of the Department of Sustainable Development, at: (202)-370-4959