



**XIV Regional Conference
on Women in**
Latin America and the Caribbean
Santiago, 27–31 January 2020

**FOURTEENTH SESSION OF THE REGIONAL CONFERENCE
ON WOMEN IN LATIN AMERICA AND THE CARIBBEAN**

SANTIAGO, 27–31 January 2020

GENERAL INFORMATION



INTRODUCTION

The fourteenth session of the Regional Conference on Women in Latin America and the Caribbean is being organized by the Economic Commission for Latin America and the Caribbean (ECLAC), as secretariat of the Conference, with support from the United Nations Entity for Gender Equality and the Empowerment of Women (UN-Women).

Chile will host the fourteenth session of the Regional Conference on Women in Latin America and the Caribbean, which will take place at ECLAC headquarters in Santiago, from 27 to 31 January 2019.

The participant accreditation desk will be open from 8 a.m. on Monday, 27 January 2020 at ECLAC headquarters, the event venue (Av. Dag Hammarskjöld 3477, Vitacura).

The purpose of this document is to provide delegates with useful information to facilitate their work at the meeting.

Meeting coordinators will be pleased to answer any questions concerning logistical or organizational matters either before or during the event.

1. General information on Chile

Geographical location

Chile is located in the extreme south-west of South America, between the Pacific Ocean and the Andes mountains. The country, whose long, thin territory is divided into 16 administrative regions, has a total population of approximately 18 million.

The capital

Santiago is the capital of Chile and, including its wider metropolitan region, is home to seven million inhabitants. It has a Mediterranean climate and well-defined seasons, with rainy winters (from May to September) with minimum temperatures as low as 0° C, and dry summers (from November to March) with highs of around 30° C. Relative humidity is low and evenings are cool.

It is suggested that visitors drink bottled water, since tap water, although safe to drink, may not agree with those not accustomed to it.

As in all big cities, for safety reasons it is advisable to avoid wearing expensive jewellery and to be careful with handbags and briefcases.

Useful information

LOCAL CURRENCY	The national currency is the Chilean peso (\$). The exchange rate is approximately 811 pesos to the dollar (December 2019).
LOCAL TIME	UTC/GMT -3 horas (at the date of the meeting).
ELECTRICITY	220 volts, 50 Hertz (AC).
AIRPORT TAX	Airport tax is included in ticket prices.
TIPPING	Tipping is usual practice in Chile, as in many other parts of the world. It is customary to leave a tip of about 10% of the bill in restaurants.

2. Meeting venue

The official meetings of the fourteenth session of the Regional Conference on Women in Latin America and the Caribbean will take place in the Raúl Prebisch and Celso Furtado conference rooms at ECLAC headquarters, and the side events will take place in other facilities on the premises, located at Av. Dag Hammarskjöld 3477, Vitacura, Santiago.

No private vehicles will be permitted to enter ECLAC grounds. Only official vehicles of diplomatic missions will be allowed entry in order to drop off and pick up delegates, provided that the particulars of the driver and the vehicle (model and licence plate number) are sent to the following email addresses beforehand: paula.warnken@un.org and ricardo.freitas@un.org.

3. Meeting coordination

ECLAC, as secretariat of the Conference, is responsible for the organization of the meeting. Nicole Bidegain, Social Affairs Officer in the Division for Gender Affairs (tel. (+56) 2 2210 2292; email: nicole.bidegain@un.org) and the Office of the Secretary of the Commission (secretariadelacomision@cepal.org) will be at the disposal of participants for enquires relating to substantive aspects of the Conference.

Enquiries concerning operational aspects of the meeting should be addressed to Carolina Jara (tel. (+56) 2 2210 2330, email: carolina.jara@un.org).

4. Hotel reservations

The ECLAC Conference Services Unit has reserved a limited number of rooms with special rates for ECLAC at the following hotels:

- **Hotel Pullman Santiago Vitacura, ex Atton (****), Av. Vitacura 3201, Vitacura, tel: (+56) 2 2422 7902**
Single room: US\$ 120 (includes breakfast and Internet)
Attn: Carolina Hermosilla, Reservations Department
Email: chermosilla@atton.com
- **Hotel Bidasoa (****), Av. Vitacura 4873, Vitacura; tel: (+56) 2 2602 3900**
Single room: US\$ 155 (includes breakfast and Internet)
Attn: María Paz Vacarezza, Sales Executive
Email: mvacarezza@hotelbidasoa.cl and reservas@hotelbidasoa.cl
- **Hotel Director Vitacura (****), Av. Vitacura 3600, Vitacura; tel: (+56) 2 2389 1956**
Single room: US\$ 125 (includes breakfast and Internet)
Attn: María Eliana Puga and Patricia Crisóstomo, Reservations Department
Email: reservas@director.cl and reservaciones@director.cl
- **Hotel Noi: (*****), Av. Nueva Costanera 3736, Vitacura; tel: (+56) 2 2432 6844**
Deluxe single room: US\$ 160 (includes breakfast and Internet)
Attn: Meena Vaswani, Reservations Department
Email: meena.vaswani@noihotels.com

- **Hotel Novotel (****), Av. Américo Vespucio 1630, Vitacura; tel: (+56) 2 2499 2200**
Single room: 78,000 Chilean pesos (includes breakfast and Internet)
Attn: Claudia Bravo, Reservations Department
Email: claudia.bravo@accor.com and h5233-re@accor.com
- **Hotel NH Collection Casacostanera (****), Av. Nueva Costanera 3900, Vitacura; tel: (+56) 2 2433 9000**
Single room: US\$ 145 (includes breakfast and Internet)
Attn: Fabiola Rivera Lagos, Reservations Department
Email: fa.rivera@nh-hotels.com

These rates do not include value added tax (VAT) of 19%. Guests who pay in dollars using cash, travellers' cheques or an international credit card are exempt from payment of VAT.

Requests for reservations should be addressed directly to the hotel by the deadline given on the hotel reservation form attached. After this date, the hotels reserve the right to change the rate and cannot guarantee that rooms will be available.

To maintain the special ECLAC rate, hotel reservations must be requested personally, not through agencies or other means. Delegates are responsible for their own reservations. You are advised to check that the hotel has processed your reservation and to request a reservation number or confirmation code.

The hotel requires your flight number and date of arrival in and departure from Chile, as well as credit card details, in order to secure the reservation. Please complete the attached reservation form, with all the required details, in full.

5. Visa and entry requirements for Chile

Participants must be in possession of a passport valid for at least six months beyond the date of entry into Chile.

Delegates from countries whose citizens require a visa to enter Chile should apply for one in advance at their nearest Chilean embassy or consulate.

To find out whether you require a visa, go to the website of the Ministry of Foreign Affairs of Chile (<http://chileabroad.gov.cl/consulados/>) and click on the name of your country.

6. Transport from the airport to Santiago

The companies Transvip and Transfer Delfos operate minivan services from the airport, offering passenger transportation to different areas of the city. Each van can transport 10 to 12 passengers, at an approximate cost of US\$ 15 per person. Visitors preferring to take a taxi are advised to use the firms Taxi Oficial or Transvip, which are also located at the airport; fares to the city vary between US\$ 35 and US\$ 40 depending on the destination.

Santiago's public transport system includes buses, taxis and five subway lines. Taxi fares are metered and, in general, drivers do not expect tips.

7. Registration

Registration for this meeting is now closed. Participants who registered online by 13 October 2019 and received a confirmation note may pick up their credentials upon presentation of that note together with their identification documents. Credentials may be collected from 8 a.m. on Monday 27 January, at the main entrance to ECLAC headquarters (Av. Dag Hammarskjöld 3477, Vitacura). Participants must collect their own identification badges in person. No new registrations will be accepted during the meeting. For security purposes, the identification badge provided must be kept visible and shown at all meetings.

Online registration does not exempt delegations from the requirement to provide official notification of the name of the head of delegation and all accompanying members.

Participants are advised to arrive at least 30 minutes before the start of meetings in order to complete the accreditation process and United Nations security protocols.

For further information on accreditation, please contact Paula Warnken (email: paula.warnken@cepal.org; tel: (+56) 2 2210 2651).

8. Opening session

The opening session of the fourteenth session of the Regional Conference on Women in Latin America and the Caribbean will start at **2.30 p.m. on Tuesday, 28 January**.

9. Internet

Delegates will have access to a wireless Internet connection (Wi-Fi) in the conference rooms and in open areas.

10. Languages

The official language of the meeting will be Spanish. Simultaneous interpretation into English and French will be provided.

11. Facilities and services at ECLAC

Travel agency	Flight reservations and confirmations are handled by Carlson Wagonlit Travel, located in the basement of the ECLAC building (office 1S7).
Bank	There is a branch of Banco de Chile in the basement of the ECLAC building. It is open to the public from 9 a.m. to 2 p.m. Foreign currency may be exchanged from 10 a.m. to 12.30 p.m.
Meals	ECLAC has a cafeteria and a canteen, which are open from 9 a.m. until 5 p.m. Participants must pay directly for their own consumption at these facilities.
Medical service	The ECLAC Medical Service (office number Z-210, ext. 2333) is available to participants requiring medical assistance. It is open from 9 a.m. to 1 p.m. and from 2.30 p.m. to 6 p.m.
Shop	The “One World” shop, located in the central foyer on the ground floor, next to the spiral staircase, offers a wide range of attractive gifts, United Nations souvenirs and other items.

12. Places of interest in Santiago

Pueblito Los Dominicos	A handicraft village located close to the foot of the Andes in the east of the city. It offers a diverse array of traditional and contemporary crafts, including furniture, textiles and paintings.
Museo Nacional de Bellas Artes	The national fine arts museum is a major centre for the visual arts in Chile. It is situated in Santiago's Parque Forestal.
Museo de Arte Precolombino	This museum is at the cutting edge in terms of preserving, displaying and studying the continent's pre-Columbian artistic legacy. It has an extensive collection of art from ancient cultures such as the Incas and the Diaguitas. It is located in downtown Santiago.
Municipal Theatre of Santiago	Built in 1857, Santiago's municipal theatre is a national monument of renowned architectural beauty. It is one of the foremost cultural centres in Chile and hosts opera, ballet and musical performances.
Palacio de La Moneda	The Government Palace, located in central Santiago, is the only building of a pure Italian neo-classical style in the Americas. Its cultural centre presents visual and audiovisual exhibitions from Chile and further afield.
Plaza de Armas	Located in the heart of Santiago, this square has been the civic centre since colonial times. The cathedral in the square is a national monument and has an interesting museum, whose main attraction is its library containing manuscripts by important Chilean historical figures. Other historical buildings in the Plaza de Armas are the Santiago town hall and the central post office.
Barrio Bellavista	This vibrant, quintessentially urban neighbourhood combines a highly varied commercial clothing and craft sector with numerous restaurants offering many types of international cuisine. Bellavista nestles between the north bank of the Mapocho River and the foot of San Cristóbal Hill (home to Santiago's largest public park and the national zoo). Its exotic architecture gives it the aspect of an open-air museum, where visitors may discover art galleries, theatres and lapis lazuli jewellery shops, as well as La Chascona, the former residence of poet Pablo Neruda.

HOTEL RESERVATION REQUEST

FOURTEENTH SESSION OF THE REGIONAL CONFERENCE ON WOMEN IN LATIN AMERICA AND THE CARIBBEAN

Santiago, 27–31 January 2020

Nombre/Name:		Apellido/Last Name:	
Dirección/Address:			
Ciudad/City:		País/Country:	
Teléfono/Phone:	Fax:	Correo electrónico/Email:	

SELECT HOTEL

<p>Hotel Pullman Santiago Vitacura, ex Atton (****) <input type="checkbox"/></p> <p>Av. Vitacura 3201, Vitacura. Tel: (+56) 2 2422 7902</p> <p>Single room: US\$ 120 <i>(includes breakfast and Internet)</i></p> <p>Attn: Carolina Hermosilla, Reservations Department chermosilla@atton.com / reservas-grupochile@atton.com</p> <p>Group code: 145206 Block expiry date: 6 January 2020</p>	<p>Hotel Bidasoa (****) <input type="checkbox"/></p> <p>Av. Vitacura 4873, Vitacura. Tel: (+56) 2 2602 3900</p> <p>Single room: US\$ 155 (includes breakfast and Internet)</p> <p>Attn: María Paz Vacarezza, Sales Executive mvacarezza@hotelbidasoa.cl / reservas@hotelbidasoa.cl</p> <p>Group code: 55454 Block expiry date: 6 January 2020</p>
<p>Hotel Director Vitacura (****) <input type="checkbox"/></p> <p>Av. Vitacura 3600, Vitacura. Tel: (+56) 2 2389 1956</p> <p>Single room: US\$ 125 <i>(includes breakfast and Internet)</i></p> <p>Attn: María Eliana Puga and Patricia Crisóstomo, Reservations Department reservas@director.cl / reservaciones@director.cl</p> <p>Group code: 507200 Block expiry date: 6 January 2020</p>	<p>Hotel Novotel Vitacura (****) <input type="checkbox"/></p> <p>Av. Américo Vespucio 1630, Vitacura. Tel: (+56) 2 2499 2200</p> <p>Single room: 78,000 pesos chilenos (US\$ 112 approx.) <i>(includes breakfast and Internet)</i></p> <p>Attn: Claudia Bravo, Reservations Department claudia.bravo@accor.com / h5233-re@accor.com</p> <p>Group code: 223182 Block expiry date: 6 January 2020</p>
<p>Hotel NH Collection Casacostanera (****) <input type="checkbox"/></p> <p>Av. Nueva Costanera 3900, Vitacura, Tel: (+56) 2 2433 9000</p> <p>Single room: US\$ 145 <i>(includes breakfast and Internet)</i></p> <p>Attn: Fabiola Rivera Lagos, Reservations Department fa.rivera@nh-hotels.com</p> <p>Group code: 1868950 Block expiry date: 6 January 2020</p>	<p>Hotel Noi (*****) <input type="checkbox"/></p> <p>Av. Nueva Costanera 3736, Vitacura. Tel: (+56) 2 2432 6844</p> <p>Single room: US\$ 160 <i>(includes breakfast and Internet)</i></p> <p>Attn: Meena Vaswani, Reservations Department meena.vaswani@noihoteles.com</p> <p>Group code: CEPAL Block expiry date: 6 January 2020</p>
Fecha de llegada al país: <i>Date of arrival:</i>	Núm. de vuelo: <i>Flight No:</i>
Fecha de salida del país: <i>Date of departure:</i>	Núm. de vuelo: <i>Flight No:</i>

Autorizo el uso de la siguiente tarjeta de crédito a fin de garantizar mi reserva de hotel /
I authorize the use of my credit card to guarantee my hotel reservation:

American Express <input type="checkbox"/>	Mastercard <input type="checkbox"/>	Visa <input type="checkbox"/>	Otra/Other <input type="checkbox"/>
Núm. de tarjeta de crédito/Credit card No:			
Fecha de vencimiento: <i>Expiry date:</i>			

Please complete this form and send it by email to the hotel selected. Visitors paying in dollars or with international credit cards are exempt from VAT.