54th Meeting of the UNWTO Commission for the Americas and 2nd International Congress on Ethics and Tourism
Quito, Ecuador, 11-12 September 2012

INFORMATION NOTE

1. PLACE AND DATES OF THE MEETINGS

The 54th meeting of the UNWTO Commission for the Americas and the 2nd International Congress on Ethics and Tourism of the UNWTO will be held at the Hotel JW Marriott in the city of Quito, Ecuador. The events will be followed by the XX Inter-American Congress of Ministers and High-Level Authorities of Tourism of the OAS.

Hotel JW Marriott (Quito)
Avenida Orellana 1172 y Avenida Amazonas
Tel.: (593 2) 2972-000
Fax: (593 2) 2972-050

The programme established for the meetings is as follows:

Tuesday, 11 September 2012

08:30 – 13:00  54th meeting of the UNWTO Commission for the Americas (CAM)
14:00 – 15:00  Joint Opening Ceremony of the CAM, the Congress on Ethics and the OAS Congress. The President of the Republic of Ecuador will attend the ceremony.
15:15 – 18:15  2nd International Congress on Ethics and Tourism

Wednesday, 12 September 2012

08:30 – 13:30  2nd International Congress on Ethics and Tourism (continued)
14:30 – 18:30  XX Inter-American Congress of Ministers and High-Level Authorities of Tourism of the OAS
Thursday, 13 September 2012

09:00 – 17:45  XX Inter-American Congress of Ministers and High-Level Authorities of Tourism of the OAS (continued)

2. REGISTRATION

To register for the 54th meeting of the CAM and for the 2nd International Congress on Ethics and Tourism, please go to the following link:

http://americas.unwto.org/en/event/54th-meeting-unwto-commission-americas

To register ONLY for the 2nd International Congress on Ethics and Tourism, please go to the following link:

http://turismoconsciente.com.ec/registro

Registration will be open until 31 August 2012. For any questions or further information, please contact the following persons:

<table>
<thead>
<tr>
<th>Ms. Daniela Urcuyo</th>
<th>Mr. Fredy Caicedo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional Programme for the Americas, World Tourism Organization Capitán Haya, 42 28020 Madrid – Spain</td>
<td>Ministry of Tourism of Ecuador El Telégrafo E7-58 entre El Tiempo y Av. de Los Shyris</td>
</tr>
<tr>
<td>Tel.: +34 91 567 81 77 Fax: +34 91 571 37 33 E-mail: <a href="mailto:cam@unwto.org">cam@unwto.org</a></td>
<td>Tel.: +593 2 3999 – 333 Ext. 1015 E-mail: <a href="mailto:fcaicedo@turismo.gob.ec">fcaicedo@turismo.gob.ec</a></td>
</tr>
</tbody>
</table>

3. STATUS OF PARTICIPANTS

The Government of Ecuador will take the necessary measures to facilitate the arrival, stay and departure of the invited participants. Throughout their stay, the participants will enjoy the privileges and immunities accorded to delegates of conferences of specialized agencies of the United Nations.
4. ENTRY FORMALITIES

A valid and current passport is required to enter Ecuador. Only nationals of the People’s Republic of China, Afghanistan, Bangladesh, Eritrea, Ethiopia, Kenya, Nepal, Nigeria, Pakistan and Somalia are required to have a visa to enter Ecuador. Nationals of all other countries DO NOT require a visa for stays of up to 90 days.

For further information, it is recommended that participants contact the corresponding embassy or consulate of Ecuador, or consult the website of the Ministry of Foreign Relations, Trade and Integration of the Republic of Ecuador:

http://www.mmrree.gob.ec/representaciones/indice_ec.asp

5. RECEPTION AT THE AIRPORT AND TRANSFERS

The Government of Ecuador will provide a reception service for the delegations at the “Mariscal Sucre” International Airport, in the city of Quito and will arrange for the transfer of the participants upon both arrival and departure, between the airport and the hotels indicated in this information note.

To allow the local authorities to organize this transfer service, delegates are requested to specify this in the participation form mentioned in point 2 above (registration), indicating their arrival, departure and accommodation information.

Participants who wish to avail of transportation within the city are recommended to contact the following registered taxi companies for trips to and from any point in the city:

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<thead>
<tr>
<th>Company</th>
<th>Telephone</th>
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<tbody>
<tr>
<td>Fast Line</td>
<td>2 222 – 222 / 2 222 – 220</td>
</tr>
<tr>
<td>City Taxi</td>
<td>2 633 – 333</td>
</tr>
<tr>
<td>Auto Fast</td>
<td>2 903 – 090</td>
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</tbody>
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6. ACCOMMODATION

Participants should make their own reservations with the hotels listed below and indicate that they will be participating in the International Congresses on the scheduled dates.

<table>
<thead>
<tr>
<th>Hotels</th>
<th>Rates US $</th>
<th>Contact</th>
<th>Distance from venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>JW Marriott</td>
<td>Deluxe Room 142.30</td>
<td>Direct link to book Deluxe rooms: <a href="http://www.marriott.com/hotels/travel/UIODT?groupCode=OMTOMTA&amp;app=resvlink&amp;fromDate=9/7/12&amp;toDate=9/16/12">http://www.marriott.com/hotels/travel/UIODT?groupCode=OMTOMTA&amp;app=resvlink&amp;fromDate=9/7/12&amp;toDate=9/16/12</a></td>
<td>N/A</td>
</tr>
<tr>
<td>Hotel</td>
<td>Room Type</td>
<td>Rates</td>
<td>Contact Person</td>
</tr>
<tr>
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<tr>
<td><strong>Hotel Holiday Inn Express Quito</strong></td>
<td>Luxury Room</td>
<td>USD 89.00 Single, USD 99.00 Double</td>
<td>Belén García</td>
</tr>
<tr>
<td></td>
<td>Includes buffet breakfast</td>
<td>*Rates per room per night and subject to 12% VAT and 10% service charge. Municipal Fee: US $ 1.00 per room per night.</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:travel.quito@marriott.com">travel.quito@marriott.com</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Address: Avenida Orellana 1172 y Avenida Amazonas Tel.: 593 2 – 2972 / -000 – 6125</td>
</tr>
<tr>
<td><strong>Hotel Quito</strong></td>
<td>Standard Single: USD 73.00, Standard Double: USD 79.00, Executive Single: USD 85.00, Executive Double: USD 91.00, Business Suite: USD 138.50</td>
<td>Katya Montenegro</td>
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<td></td>
<td>Buffet breakfast: USD 13.00</td>
<td>Sales Executive</td>
<td></td>
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<td></td>
<td>*Rates include 10% service charge, 12% VAT and USD 2.00 Municipal Fee</td>
<td>E-mail: <a href="mailto:katya.montenegro@hotelquito.com">katya.montenegro@hotelquito.com</a>; <a href="mailto:reservaciones@hotelquito.com">reservaciones@hotelquito.com</a></td>
<td></td>
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<td></td>
<td>Transfer service USD 10.00 per person each way.</td>
<td>Address: González Suárez N 27-142 Tel.: 593 (2) 2544600 Fax: 593 (2) 2567284 Reservations: +593(2)2543631 <a href="http://www.hotelquito.com">www.hotelquito.com</a></td>
<td></td>
</tr>
<tr>
<td><strong>Finlandia Hotel</strong></td>
<td>Single room USD 45.00, Double room USD 57.00, Triple room USD 69.00</td>
<td>Mauricio J. Ampudia</td>
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<td></td>
<td>Includes buffet breakfast</td>
<td>E-mail: <a href="mailto:reservaciones@hotelfinlandia.com.ec">reservaciones@hotelfinlandia.com.ec</a></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Address: Finlandia 227 y Suecia esq. Tel.: (503 2) 224 42 87/8/9 <a href="http://www.hotelfinlandia.com.ec">www.hotelfinlandia.com.ec</a></td>
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7. HEALTH

There are no mandatory vaccinations.

It is recommended that participants verify if the transit countries require any vaccination certificate of yellow fever or other vaccine.
8. REGISTRATION AND IDENTIFICATION BADGES

Delegates can register at the desk located at the entrance of the Hotel JW Marriott, starting Monday, 10 September, from 10 a.m. to 8 p.m.

On 11 and 12 September registration will be carried out at the information desk located at the entrance of the hotel from 7:30 a.m. onwards.

Participants are requested to wear their identification badges in a visible manner in the area reserved for the CAM meeting and during the congress sessions as well as at the social events.

9. WORKING LANGUAGES

The working languages of the 54th meeting of the UNWTO Commission for the Americas and of the 2nd International Congress on Ethics and Tourism of the UNWTO will be Spanish and English. Simultaneous interpretation will be provided in both languages.

10. WORKING DOCUMENTS

The delegates are informed that, in compliance with the United Nations system’s environmental protection policy, the working documents for the CAM meeting will not be distributed on paper at the venue of the event. Therefore, the delegates are requested to bring their own set of documents. The document can be downloaded from the following link:

http://americas.unwto.org/en/event/54th-meeting-unwto-commission-americas

11. SOCIAL PROGRAMME

Tuesday, 11 September:

Inaugural dinner
Place: Convento de San Francisco
Time: 8 p.m.
Attendees: Senior officials, speakers and VIP guests

Tuesday 11, Wednesday 12 and Thursday 13 September:

VIP Lounge
Lounge with live music and food station with a variety of typical dishes.
Place: Hotel Marriott (Room to be determined)
Time: Every day during the following hours

Tuesday 11: from 1 p.m. to 6 p.m.
Wednesday 12: from 1 p.m. to 6:45 p.m.
Thursday 13: from 1 p.m. to 6 p.m.
from 4:30 p.m. to 7:30 p.m.
12. CURRENCY

The official currency in Ecuador is the United States dollar. Also in circulation are Ecuadorian coins of fractions of a dollar that are only valid within the country. Participants who have not brought dollars should change their money at currency exchange offices.

13. CLIMATE

As Ecuador is at 0° latitude, there are no clearly defined seasons. The climate is highly varied and completely depends on the region/altitude of the place visited. However, the average temperature in Quito during the month of September will range from a minimum of 7°C (55F) at night and 26°C (78F) at noon, with an average of 15°C (64F). Light clothing is recommended, complemented with a jacket and a scarf especially at night.

14. LOCAL TIME

The local time in Quito, is GMT -5

15. OPENING HOURS OF STORES AND BANKS

- Stores are open from 9 a.m. to 8 p.m.
- Banks are open Monday to Friday from 9 a.m. to 4 p.m., and on Saturdays from 9 a.m. to 1 p.m.

16. DRESS CODE

For meetings, women usually wear formal business attire, and men jacket and tie. For social events the attire is usually semi-formal.

17. GALAPAGOS TOUR

Ministers and special guests taking part in the visit to the Galapagos Islands as per the invitation of the Ecuadorian Minister of Tourism should take note of the following:

- On flights to and from the Galapagos Islands the baggage allowance is one piece of luggage with a maximum weight of 20 kg (44 lbs.)
- The Galapagos Islands are located on the equatorial line. However, the tropical heat is tempered by Pacific breezes and these by the South Equatorial Current. The dry season is from June to November, and the islands may experience cool winds that occasionally bring a light mist called “garúa”. The temperature at this time of year is about 20 to 24 degrees Celsius during the day and cools at dusk.
- Pack sunglasses, high-SPF waterproof sunscreen, a hat, a bathing suit, sandals, sneakers, rain gear, a backpack, a sweater/jacket, shorts, long- and short-sleeved shirts, binoculars, a flashlight, plastic bags, batteries, a camera, a seasickness patch (or pills) if necessary, for boat rides.
- The time zone in the Galapagos is GMT-6.

18. TOURISM ATTRACTIONS IN QUITO

There will be a travel agency counter at the entrance of the Marriott Hotel. The programme of short tours in and out of the city will be available to visitors.

HISTORICAL CENTRE OF QUITO

Nestled among Andean volcanoes at 2800 meters above sea level, Quito was declared by UNESCO (United Nations Educational, Scientific and Cultural Organization) as the first site to be included in its World Heritage list in 1978.

This important area features invaluable colonial churches, chapels, monasteries and convents, Republic-era plazas, museums and buildings, and interesting architecture of the early twentieth century.

PLAZAS OF THE CITY OF QUITO

The city squares of Quito have historically been gathering points for Quito residents and visitors, and have been the sites of the most important political events of the city. Among the most important are: Plaza de San Francisco, Plaza de Benalcázar, Plaza Grande (located in the heart of old city, it is surrounded by the Carondelet Palace, the Metropolitan Cathedral, the Archbishop's Palace, City Hall and the Hotel Plaza Grande).
LA MARISCAL

This is the meeting point for local people of all ages and travellers from around the world. The cosmopolitan atmosphere can be seen in its huge variety of culinary and artistic choices, in the exchange of cultural experiences and the wide range of hotels and hostels, travel agencies, language schools, craft shops, items and designer clothes.

ITCHIMBÍA

A beautiful viewpoint located at 2929 meters with a panoramic view of the historic city centre. Another attraction of the park is the Itchimbía Cultural Centre, also known as the “Palacio de Cristal”, which today hosts exhibitions, concerts, congresses, conferences and fairs.

TELEFÉRICO DE QUITO

This cable car ride is 10 minutes long, starting at an altitude of 2950 metres and ascending to 4053 (with a total length of 2.5 km), where there is a viewpoint from which almost the entire city is visible.
MUSEUMS

MUSEO MINDALAE
The Ethno-Historical Handicraft Museum of Ecuador contains a rich display of the country's craft production, which is closely linked to cultural, indigenous, mestizo and Afro-Ecuadorians values.

MUSEO DE LA CIUDAD
The Museo de la Ciudad occupies Quito's oldest civil building, which served as a hospital during an uninterrupted period from 1565 until 1974. It features a permanent exhibition on socio-historical processes of the city and its area of geographical and cultural influence.

MUSEO EL ALABADO
Located in the historic centre of Quito, the museum presents its collection based on the cosmology of the Andean people, thereby breaking with the traditional chronological scheme, organizing its permanent display into three spaces that reflect the tripartite division of the Andean world: the Underworld, the Middle World and the Upper World.

FUNDACIÓN GUAYASAMÍN
The museum exhibits the works of art and collections of Oswaldo Guayasamin, one of the most famous artists of Ecuador and is divided into three main sections: archaeology, colonial museum and museum of contemporary art. The first zone exhibits thousands of pieces from pre-Columbian times, the second highlights the works of religious art by artists of the so-called Quito School and the third features Guayasamin's own pictorial work.