



Organization of
American States



SOCIAL ACTOR PARTICIPATION IN THE ACTIVITIES
OF THE SUMMITS OF THE AMERICAS PROCESS
Social Actor Forum
February 8-9, 2012
Washington, DC

OEA/Ser.E
ASCA/Foro-14/12
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INFORMATION BULLETIN AND MEETING AGENDA

POLICY DIALOGUES: “THE ROAD TO CARTAGENA” CONSULTATION SESSIONS ON ACCESS TO AND USE OF TECHNOLOGY AND PUBLIC SECURITY

The following information will help you prepare for your participation in the Policy Dialogues:

1. EVENT SITE

All events will be held at various locations at OAS Headquarters in Washington, DC.

The OAS Roundtable “The Road to Cartagena: Hemispheric Cooperation to Advance Public Security” will be held the afternoon of February 8th, 2012 in the Hall of the Americas, in the Main building of the OAS, located on 17th St and Constitution Ave., NW, Washington, DC 20006

The Consultation Sessions will be held on February 9th at the GSB Building of the OAS located at 1889 F St NW, Washington, DC, 20006. The working group on Access to and Use of Technology will be held in the Gabriela Mistral room and the working group for Public Security will be held in the Padilha Vidal room.

For further reference of the location of these buildings, please refer to [this map](#).

2. CONTACT PERSONS

If you require any information, please contact:

Andrea Montilla
Summits of the Americas Secretariat (OAS)
Tel: +1 (202) 458-3347
E-mail: amontilla@oas.org

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Tel: +1 (202) 458-3456
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3. REQUIREMENTS FOR ENTERING AND LEAVING THE COUNTRY

Participants are responsible for meeting all entry requirements established by the Government of the United States. Participants with official passports from the countries of Central America, South America, and the Caribbean must have valid visas to enter the United States. These participants should contact the United States Consulate in their respective countries or the consulate closest to their place of residence. General visa information can be obtained by telephone at +1-202-663-1225 or on the website www.travel.state.gov.

4. LANGUAGES AND WORKING DOCUMENTS

All sessions will be held in Spanish and English, and interpretation in both languages will be available. Final documents from the consultations will be translated into both languages.

5. HOTEL

The Summits Secretariat will provide accommodation for sponsored participants at the [State Plaza Hotel](#).

Hotel check-in time is from 3:00PM on the day of arrival. Check-out time is before 12:00PM on the day of departure.

All additional expenses will have to be covered by the participant. Please bear in mind that the Summits Secretariat cannot be held responsible for any other cost related to your accommodation at the time of check-out, including the cost of local, national or international calls as well as all other costs, such as room service and possible damages to the hotel, etc.

For participants with own funds, it is recommended that you reserve your accommodation as soon as possible. The Secretariat has negotiated a preferential rate with the State Plaza Hotel for participants arriving with own funds who would like to be lodge with the rest of the group.

For information about the cost of the rooms per night and to make a reservation at this hotel you may call Ms. Shazia Tara at + 1 202 833 6966 or send an email to stara@rbpropertiesinc.com. Please mention the Booking code: “**11059-OAS**” and also be sure to include arrival and departure dates and your complete name.

The contact information for the [State Plaza Hotel](#) is:

State Plaza Hotel
2117 E Street, NW
Washington DC 20037
Tel: 202 833 6966, 202-861-8200 o 1-800-424-2859
Att: Ms Shazia Tara
www.stateplaza.com
Code: 11059 OAS

We strongly recommend that you make your reservation no later than February 6th, 2012. After this date, there is no guarantee for availability of rooms or the negotiated rate.

Other suggested options for your accommodation are:

Virginian Suites, located in Arlington, Virginia, with a preferential rate of **US\$159** plus taxes. To make a reservation with this hotel, please contact Martha Valenzuela at +1 **703.842.9002** or email: reservations@virginiansuites.com.

It is necessary to make the reservation with a credit card, which will serve as a guarantee for your booking. The booking code for the event is: **“OAS-Policy Dialogue Road to Cartagena”**.

The complete contact information for [Virginian Suites](#) is:

1500 Arlington Boulevard,
Arlington, VA 22209
703-8429006, 866-6471113
Fax 703-6471113
reservations@virginiansuites.com
www.virginiansuites.com

Additionally, the following Hotels are also located in a convenient location from the OAS buildings:

LOMBARDY HOTEL

2019 Pennsylvania Avenue, N.W., Washington D.C. 20006
Tel: 202-828-2600 | 800-424-5486
www.hotellombardy.com

EMBASSY SUITES WASHINGTON

1250 22nd Street NW, Washington, District of Columbia, United States 20037
Tel: 1-202-857-3388
<http://embassysuites1.hilton.com>

Once you have made your reservation, please provide the Secretariat with the name of the hotel so that we have this information in case of emergency or if we need to contact you for any other reason.

6. PER DIEMS

The Summits Secretariat will provide per diems for US\$250 to the sponsored participants, which should be used to cover additional expenses, including food and transportation. The per diem amount is set and cannot be increased; as such, participants are responsible for any costs exceeding the amount given.

The per diem will be provided in a check to the beneficiaries in Washington D. C., at the time when they register for the event on February 9th. The check can be cashed at the OAS Federal Credit Union, which is located in the same building in which the meeting is taking place. A person

from the Secretariat can accompany participants to cash the check during lunch time. Please bring your passport with you to the bank.

It is recommended that participants bring approximately US\$100 in cash with them for transportation and other expenses they might incur from their arrival to Washington until they receive the per diems on the afternoon of February 9th.

Please note that the Summits Secretariat will provide lunch for the participants on the day of the consultation (February 9th). All additional expenses for food must be paid by each participant.

7. AIR TRANSPORTATION

The OAS will reserve and purchase air tickets for the sponsored participants. Information on itineraries will be provided individually to each participant after they have confirmed their attendance. After your itinerary is received, please be sure to contact the Secretariat to verify that the names on the ticket are correct and exactly the same as in your passport, and that the dates and times of the flight are correct. This information must be received immediately as there is a less than 24-hour window to buy the ticket and issue the electronic ticket.

Once the ticket has been bought, the OAS will not assume expenses resulting from itinerary changes to the tickets, which will be the sole responsibility of the participant.

8. TRANSPORTATION WITHIN WASHINGTON, D.C.

All ground transportation arrangements must be made by the participants and all costs should be covered by the per diems of sponsored participants. Taxi and public transportation services are readily available in Washington, D.C. To obtain more information on public transportation in Washington, D.C., please visit: www.wmata.com. **Super Shuttle** shared-ride services are also available from any Washington DC airport to your hotel Check www.supershuttle.com for more information or call: **1-800-BLUE-VAN (258-3826)**.

There are two main airports near Washington, D.C.:

Ronald Reagan Washington National Airport is closest to the city and with easy access to public transport (Metro station: Ronald Reagan National Airport – blue line) and to the closest metro station to the OAS (Farragut West – blue line). A taxi ride from this airport to Washington, D.C. costs approximately US\$35. Super Shuttle service provides door-to-door transportation for US\$14.00.

Washington Dulles International Airport is located about one hour from downtown Washington. A taxi ride from Dulles will cost approximately \$70. Door-to-door transportation is provided by Super Shuttle for approximately \$30. For more information on transportation options at Dulles International Airport (IAD), please visit: www.metwashairports.com/Dulles.

Please note that only United States dollars are accepted by public transportation services. You may change your national currency into dollars at the airport once you have left the customs area. Please bring with you an appropriate amount of your local currency to be changed into dollars in order to cover arrival and other expenses prior to receiving your per diems.

You may visit the information office at the airport for more detailed information.

9. WEATHER

Temperatures in Washington, D.C. during the days of the meeting typically range between 30°F and 57°F, with low chances of rain. It is advisable to bring winter clothing.

10. ELECTRICITY

The electric current in Washington is 110 volts. If you are bringing any equipment that operates with a different voltage, you will need to bring the corresponding adapter.

11. AGENDA

Wednesday, February 8th, 2012

XL OAS POLICY ROUNDTABLE “THE ROAD TO CARTAGENA: Hemispheric Cooperation to Advance Public Security”

Hall of the Americas, OAS Main Building, 3:00 pm
17th Street and Constitution Ave, NW, Washington, DC 20006

2:00 – 3:00 pm **Registration** (*Security theme participants*)

Program

3:00 pm Welcoming remarks by **Jose Miguel Insulza**, OAS Secretary General

3:10 pm Discussion Panel moderated by **Richard Feinberg**, Professor of International Political Economy, University of California, San Diego:

- **Anthony T. Bryan**, Senior Fellow, Institute of International Relations, University of West Indies, St. Augustine, Trinidad and Tobago
- **María Victoria Llorente**, Executive Director, *Fundación Ideas para la Paz*, Colombia
- **Ruben Aguilar**, journalist and Press Secretary for former President Vicente Fox, Mexico

4:00 pm Question and answer session

4:30 pm Event closing by **Ambassador Luis Alfonso Hoyos** (*invited*), Permanent Representative of Colombia to the OAS.

Please register [here](#) or send an e-mail to SER-DIA@oas.org

Thursday, February 9th, 2012

CONSULTATION SESSIONS

OAS General Secretariat Building
1889 F Street, NW, Washington, DC 20006 (Level TL)

- 8:30 – 9:30am **Registration**
- 9:30 – 10:00am **Welcoming session** (Padilha Vidal Room)
- Welcoming remarks: Sherry Tross, Executive Secretary, Summits of the Americas Secretariat, OAS
 - Remarks from Ambassador Carmen Lomellin, Permanent Representative of the United States to the OAS.
 - Remarks from Representative of the Government of Colombia
- 10:00 – 10:15pm **Introduction to Policy Dialogue objectives and methodology**
- Martin Huenneke, Specialist, Summits of the Americas Secretariat
- 10:15 – 12:30pm **Working Group Parallel Sessions**
1. Working Group on Access to and Use of Technologies (Gabriela Mistral Room)
 - Report on results of the virtual consultation “Summit Talk”
 - Report on the Policy Roundtable on Access to and Use of Technologies, Summits of the Americas Secretariat
 - Discussion session and formulation of thematic recommendations
 2. Working Group on Security (Padilha Vidal Room)
 - Report and results of the virtual consultation “Summit Talk”
 - Discussion session and formulation of thematic recommendations
- 12:30 – 1:30pm **Lunch** (OAS General Secretariat Building, Level TL)
**Beneficiaries will be accompanied to receive their per diems*
- 1:30 – 4:00pm **Working Group Parallel Sessions**
- Finalize formulation of thematic recommendations
- 4:00– 5:00pm **Plenary Session for Presentation of Recommendations**
(Padilha Vidal Room)
- Presentation of the conclusions and recommendations of the Working Group on Access to and Use of Technologies by the Group Rapporteur/moderator
 - Presentation of the conclusions and recommendations of the Working Group on Security by the Group Rapporteur/moderator
- 5:00- 5:30pm **Closing Remarks**