



Fourth Regional
Intergovernmental Conference
on **Ageing and the Rights
of Older Persons**
in Latin America and the Caribbean

Asunción, 27-30 June 2017

GENERAL INFORMATION



UNITED NATIONS



TETÁNGUÉRA NDIVE
JOKUPYTYRÁ
MOTENONDEHA
MINISTERIO DE
**RELACIONES
EXTERIORES**



TESÁI HATEKO
PORÁVE
MOTENONDEHA
MINISTERIO DE
**SALUD PÚBLICA
Y BIENESTAR SOCIAL**

INTRODUCTION

The fourth Regional Intergovernmental Conference on Ageing and the Rights of Older Persons in Latin America and the Caribbean will be held in Asunción, from 27 to 30 June 2017.

This document is intended to provide delegations with useful information to facilitate their work at the conference.

The meeting coordinators will be available to answer any questions concerning logistical or organizational matters that delegates may have before or during the event.

1. General information on Paraguay

Geographical location

The Republic of Paraguay is located in the central part of the South American continent. It is bordered by Argentina to the south, south-east and south-west, by the Plurinational State of Bolivia to the north, and by Brazil to the east. It is the fourth smallest country in South America in terms of surface area and is divided into two regions by the Paraguay River: the Eastern Region, which is more heavily populated, and the Western Region, which is also called the Chaco Boreal. Although the country is landlocked, it has ports on the Paraguay and Paraná rivers which give it access to the Atlantic Ocean.

Climate

Paraguay has a mainly subtropical climate and its seasons are not clearly defined. The weather is warm for most of the year, particularly from October to March, owing to the moist tropical air. Most rainfall is recorded in the summer season, which is largely influenced by warm northerly winds from Brazil. Summer temperatures may rise as high as 40 degrees Celsius. Winters are generally pleasant, with a mix of cold and hot conditions and cooler temperatures inland. Winter is the driest season, and temperatures may drop to as low as 0 degrees Celsius.

Official website of the Ministry of Foreign Affairs of Paraguay: <http://www.mre.gov.py>

Useful information for visitors

Local currency	The guaraní (PYG) is the legal tender in Paraguay and is the oldest in South America. One guaraní is divided into 100 cents; however, cents are no longer used owing to inflation. Bank notes are available in denominations of 500, 1,000, 5,000, 10,000, 50,000 and 100,000 and coins are available in denominations of 5, 10, 50, 100 and 500. The exchange rate is approximately 5,638 guaraníes per dollar (March 2017). Payment in United States dollars is also commonly accepted. Official bureaux de change are the best places to change money, as although street money changers tend to offer better exchange rates, they also often give false bank notes. Major hotels, restaurants and stores accept credit card payments, and automated teller machines are easily accessible.
Local time	UTC or GMT -4 hours (on the dates of the meeting).
Electricity	220 volts (50 cycles)
Tipping	Hotels and restaurants add a 10% service charge to their bills. In restaurants it is appropriate to leave a tip of 10% of the total bill. In taxis, the fare can be rounded up to provide a small tip for the driver.

2. Meeting venue

The fourth Regional Intergovernmental Conference on Ageing and the Rights of Older Persons in Latin America and the Caribbean will be held in the Salón Imperio of the Crowne Plaza Asunción hotel.

Crowne Plaza Asunción

Address: Cerro Cora 939 con Estados Unidos
Asunción, Paraguay

Telephone: (+595) 21 452 682

Website: <https://www.ihg.com/crowneplaza/hotels/us/en/asuncion/asucp/hoteldetail>

3. Meeting coordination

The meeting is being organized by the Economic Commission of Latin America and the Caribbean (ECLAC) and the Government of Paraguay, through its Ministry of Public Health and Social Welfare and Ministry of Foreign Affairs.

Questions on substantive and logistical matters related to the meeting may be addressed to the following ECLAC staff:

Paulo Saad (+56) 2 2210 2055 paulo.saad@cepal.org	Chief CELADE-Population Division of ECLAC
Sandra Huenchuan (+56) 2 2210 2030 sandra.huenchuan@cepal.org	Research Assistant CELADE- Population Division of ECLAC (questions on substantive matters)
Luis Fidel Yáñez (+56) 2 2210 2275 luis.yanez@cepal.org	Officer-in-Charge of the Office of the Secretary of the Commission
Guillermo Acuña (+56) 2 2210 2488 guillermo.acuna@cepal.org	Legal Adviser and Chief of Protocol of the Office of the Executive Secretary
María Eugenia Johnson (+56) 2 2210 2667 mariaeugenia.johnson@cepal.org	Supervisor ECLAC Conference Services Unit (questions on logistical matters)
Paula Warnken (+56) 2 2210 2651 paula.warnken@cepal.org	Protocol Assistant of the Office of the Secretary of the Commission (questions on participant registration)
María Ester Novoa (+56) 2 2210 2726 mariaester.novoa@cepal.org	Assistant CELADE- Population Division of ECLAC (questions on operational matters)

4. Hotel reservations

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

- **CROWNE PLAZA ASUNCIÓN**

Address: Cerro Cora 939 con Estados Unidos
Asunción, Paraguay
Contact: Verónica Riveros or Rodrigo Quevedo
E-mail: veronica.riveros@crowneasungion.com.py,
rodrigo.quevedo@crowneasuncion.com.py
Telephone: (+595) 21 452 682
Website: <https://www.ihg.com/crowneplaza/hotels/us/en/asuncion/asucp/hoteldetail>

Single room: US\$ 120
Double room: US\$ 145

These rates do not include value added tax (VAT) of 10%. They include breakfast and Internet.

- **SABE CENTER HOTEL (4*)**

Address: 25 de Mayo esquina México
Asunción, Paraguay
Contact: Claudia Torres
E-mail: marketing@sabecenterhotel.com.py
claudiats@live.com
Telephone: (+595) 21 450 093
Website: <http://www.sabecenterhotel.com-paraguay.com/>

Single room: 432,000 guaraníes (approximately US\$ 80)
 Double room: 480,000 guaraníes (approximately US\$ 88)

These rates include taxes, breakfast and Internet.

- **HOTEL CECILIA**

Address: Estados Unidos 341 esquina Mariscal Estigarribia
 Asunción, Paraguay
 Contact: Cecilia Cartes
 E-mail: reservas@hotelcecilia.com.py
 Telephone: (+595) 21 210 365
 Website: <http://www.hotelcecilia.com.py/hotel-overview.html>

Single room: US\$ 70
 Double room: US\$ 85

These rates include taxes, breakfast and Internet.

Requests for reservations should be addressed directly to the hotels **by 5 June 2017**. After that date, the hotels reserve the right to modify the rates and cannot guarantee room availability. Please use the form on page 7 to make a reservation.

Delegates are responsible for their own reservations. It is therefore advisable to check that the hotel has processed your reservation and to request a reservation number or confirmation code.

A credit card number is required to hold the reservation. Hotels in Paraguay apply a “no show” policy; cardholders may cancel reservations up to **48 hours in advance**, failing which they will be charged for the first night. All delegates must settle their own hotel bill at the end of their stay.

5. Entry requirements for Paraguay

The citizens of most countries do not require a visa to enter Paraguay, but a valid passport is needed. Holders of regular, diplomatic or official passports who require visas should contact their nearest Paraguayan embassy or consulate, as appropriate (more information is available on the website of the Ministry of Foreign Affairs of Paraguay: www.mre.gov.py).

6. Local transport

Participants are responsible for their own transport to and from the airport and the hotel.

7. Registration

An online registration system will be available on the ECLAC website (<http://conferenciaenvejecimiento.cepal.org/4/>) as from **Monday 17 April 2017**

Accreditation of participants will begin at **9 a.m. on Tuesday 27 June** in the lobby of the Salón Imperio of the Crowne Plaza Asunción hotel. Participants will be issued with identification badges, which, for security purposes, must be shown at all meetings.

For any further information on participant accreditation, please contact Paula Warnken (paula.warnken@cepal.org, (+56) 2 2210 2651) or María Ester Novoa (mariaester.novoa@cepal.org, (+56) 2 2210 2024).

Online registration **does not exempt** participants from the requirement to send an official note to the Secretary of the Commission indicating the names of the head of delegation and accompanying members.

8. Opening session

The opening session will take place on Tuesday **27 June**. The venue and time are to be confirmed.

9. Internet

The conference rooms set aside for the meeting will have wireless Internet access (Wi-Fi).

10. Languages

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

11. Documents

As the meeting documents become available, they will be accessible on the website <http://conferenciaenvejecimiento.cepal.org/4/>.

12. Medical services

The Government of Paraguay will provide first aid services in case emergency medical assistance is required at the meeting venue.



NACIONES UNIDAS



HOTEL RESERVATION REQUEST

FOURTH REGIONAL INTERGOVERNMENTAL CONFERENCE ON AGEING AND THE RIGHTS OF OLDER PERSONS IN LATIN AMERICA AND THE CARIBBEAN			
Asunción, 27-30 June 2017			
Name		Surname	
Head of delegation <input type="checkbox"/>	Delegate <input type="checkbox"/>	Observer <input type="checkbox"/>	Special guest <input type="checkbox"/>
Title:			
Agency or institution:			
Address:			
City:		Country:	
Telephone:	Fax:	E-mail:	

I request a reservation at:

<p>CROWNE PLAZA ASUNCIÓN (5*) <input type="checkbox"/></p> <p>Cerro Cora 939 con Estados Unidos Asunción, Paraguay Tel: (+595) 21 452 682</p> <p>Single room <input type="checkbox"/> US\$ 120 + 10% VAT</p> <p>Double room <input type="checkbox"/> US\$ 145 + 10% VAT</p> <p>Rates include breakfast and Internet</p> <p>E-mail: veronica.riveros@crowneasungion.com.py rodrigo.quevedo@crowneasuncion.com.py</p> <p>Contact: Verónica Riveros/Rodrigo Quevedo</p>	<p>SABE CENTER HOTEL (4*) <input type="checkbox"/></p> <p>25 de Mayo esquina México Asunción, Paraguay Tel: (+595) 21 450 093</p> <p>Single room <input type="checkbox"/> 432.000 guaraníes (approx. US\$ 80)</p> <p>Double room <input type="checkbox"/> 480.000 guaraníes (approx. US\$ 88)</p> <p>Rates include taxes, breakfast and Internet</p> <p>E-mail: marketing@sabecenterhotel.com.py claudiats@live.com</p> <p>Contact: Claudia Torres</p> <p>Group reservation code: 89.855</p>	
<p>HOTEL CECILIA (3*) <input type="checkbox"/></p> <p>Estados Unidos esquina Mariscal Estigarribia Asunción, Paraguay Tel: (+595) 21 210 365</p> <p>Single room <input type="checkbox"/> US\$ 70</p> <p>Double room <input type="checkbox"/> US\$ 85</p> <p>Rates include taxes, breakfast and Internet</p> <p>E-mail: reservas@hotelcecilia.com.py</p> <p>Contact: Cecilia Cartes</p>		
Date of arrival in Paraguay:	Flight No.:	Approx. time:
Date of departure from Paraguay:	Flight No.:	Approx. time:

I authorize the use of the following credit card to guarantee my hotel reservation:

American Express <input type="checkbox"/>	Master Card <input type="checkbox"/>	Visa <input type="checkbox"/>	Other <input type="checkbox"/>
Card number/security code:			Expiry date:

Reservation requests should be addressed directly to the hotel by **5 June 2017**.