



**TENTH MEETING OF THE EXECUTIVE COMMITTEE OF THE STATISTICAL  
CONFERENCE OF THE AMERICAS OF ECLAC**

**Havana, 6 - 8 April 2011**

**GENERAL INFORMATION**

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### **MEETING VENUE**

The tenth meeting of the Executive Committee of the Statistical Conference of the Americas of the Economic Commission for Latin America and the Caribbean will be held from 6 to 8 April 2011 in Havana, Cuba.

### **REGISTRATION OF PARTICIPANTS**

Registration of participants will begin on Wednesday 6 April, at 8.30 a.m.

For identification and security purposes, the pass provided by the secretariat of the conference must be worn visibly by participants on their person within the ECLAC secretariat.

### **OPENING SESSION**

The opening session will start at 9 a.m. on 6 April.

### **LANGUAGES**

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

### **HOTEL RESERVATIONS**

The ECLAC Conference Services Unit has reserved a limited number of rooms at special rates.

Requests for hotel reservations should be sent directly to the Hotel Palco, located in the convention centre Palacio de las Convenciones (\*\*\*\*), by 6 March 2011. Beyond this date, the hotel cannot guarantee the special rate or availability of rooms. Please use the attached form for requesting reservations. Flight number and time of arrival and departure must be provided.

### **EXCHANGE RATE ANDY FORMS OF PAYMENT**

The currency used in Cuba is the Cuban peso. The convertible peso (CUC) is also in circulation and is exchanged at 25 Cuban pesos to 1 CUC. The official exchange rate is 1 US\$ = CUC 0.80. Euros are also exchanged at the bank exchange rate. MasterCard, Visa International and CABAL credit cards are accepted, providing that they are not issued by United States banks or their branches in other countries. Traveller's cheques, including those from the United States, are also accepted.

## **COORDINATION OF THE MEETING**

The meeting will be organized by ECLAC and the National Statistical Office of Cuba.

Enquires on substantive matters pertaining to the meeting may be directed to Máximo Aguilera, Officer with the Statistics and Economic Projections Division of ECLAC, tel. (56-2) 210-2715, e-mail: [maximo.aguilera@cepal.org](mailto:maximo.aguilera@cepal.org); or Luis Fidel Yáñez, Legal Adviser to the Office of the Secretary of the Commission of ECLAC, tel.: (562) 210-2275, e-mail: [luis.yanez@cepal.org](mailto:luis.yanez@cepal.org).

Enquiries concerning operational aspects of the meeting should be addressed to Paula Warnken, Protocol Officer, Office of the Secretary of the Commission, tel. (56-2) 210-2651, e-mail: [paula.warnken@cepal.org](mailto:paula.warnken@cepal.org), Paula Fuenzalida, of the Statistics and Economic Projections Division of ECLAC, tel. (56-2) 210-2634, e-mail: [paula.fuenzalida@cepal.org](mailto:paula.fuenzalida@cepal.org); or Carmen Valdés, International Relations Coordinator of the National Statistical Office (ONE) of Cuba, tel. (53-7) 836-9181, e-mail: [cvaldes@one.cu](mailto:cvaldes@one.cu).

## **USEFUL INFORMATION FOR VISITORS**

<b>Local currency</b>	The unit of currency is the Cuban peso (\$)
<b>Local time</b>	GMT -1 hour
<b>Electricity</b>	The electric current at the Hotel Palco is 220 volts

Visitors are advised to drink bottled mineral water, since tap water, although drinkable, can upset the balance of bacterial flora.

As in all big cities, for security reasons, it is advisable not to wear expensive jewellery and to be careful with your handbag or briefcase.

## **CLIMATE**

April is part of the dry season in Cuba, with average temperatures ranging from 25°C to 28°C.

## **MEDICAL SERVICE**

The hotel is equipped to administer first aid in the event of an emergency during the meeting.

***LOCAL TRANSPORT***

The Hotel Palco will provide transport services to and from the airport for all participants.

***ENTRY REQUIREMENTS FOR CUBA***

Beareres of regular, diplomatic or official passports should request a visa at the nearest Cuban embassy or consulate, except for passport-holders from countries with which Cuba maintains a visa waiver agreement.

***COMMUNICATIONS***

The office set aside for conference delegates will have computers and an Internet connection.