

CE/78/Note Inf. 1  
Madrid, April 2006  
Original: Spanish

Seventy-eighth session  
Quito, Ecuador, 27 and 28 June 2006

## **INFORMATION NOTE N° 1**

### **1. Place and dates of the session**

In accordance with decision 5(LXXVII), the Executive Council will hold its seventy-eighth session at Quito, Ecuador, on 27 and 28 June 2006, at the invitation of the Government of Ecuador.

The opening session will take place on Tuesday, 27 June at 9 a.m. The session will be held at:

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**SWISSÔTEL**  
**Sala Saint Moritz 1**

12 de Octubre 1820 y Cordero  
Quito (Ecuador)

Tel.: (+593-2) 25 67 600  
Fax: (+593-2) 25 68 079  
[www.Swissôtel-quito.com](http://www.Swissôtel-quito.com)

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On the occasion of the Council, the Board of Directors of ST-EP Foundation will hold its second meeting **on Monday, 26 June** in the same hall Saint Moritz 1 at the Swissôtel Hotel. This meeting is only open for the members of the abovementioned Board.

The session of the Executive Council will be held **27 and 28 June**. Members and non-Members of the Executive Council are invited to take part in the session.

Immediately after this session, the **First UNWTO Regional Seminar on Ethics in Tourism** will be organized on **29 and 30 June**. Members and non-Members of the Executive Council are invited to take part in this Seminar.

## **2. Replies to invitations**

Governments and other bodies invited by letter of the Secretary-General of **19 May 2006** are requested to send their replies, at the earliest opportunity, to the address below, if possible indicating the composition of their delegations:

Mr. Francesco Frangialli  
Secretary-General  
World Tourism Organization  
Capitán Haya, 42  
28020 MADRID  
Spain

Tel.: (34) 91 567 81 00  
Fax: (34) 91 571 37 33  
E-mail: [conf@world-tourism.org](mailto:conf@world-tourism.org)

Delegates are requested to fill in the attached Participation Form and return it to the address given below:

Mr. Michel Levi Coral  
Asesor del Despacho  
Cooperación Externa  
Ministerio de Turismo  
Quito  
Ecuador

Tel.: (+593-2) 2507555  
Fax: (+593-2) 2225190  
E-mail : [mlevi@turismo.gov.ec](mailto:mlevi@turismo.gov.ec)  
[www.vivecuador.com](http://www.vivecuador.com)

## **3. Status of participants**

The Government of Ecuador will take the necessary steps to facilitate the arrival and departure of participants invited by the Organization, as well as their stay in Ecuador.

## **4. Health requirements**

Ecuador has no vaccination requirements.

## **5. Frontier formalities**

Participants should take note of the conditions of entry into the Ecuadorian territory, which are as follows:

- A. For nationals of the countries listed below, no visa is required to enter Ecuador as a tourist:

Argentina, Australia, Austria, Belgium, Bolivia, Brazil, Bulgaria, Canada, Chile, Colombia, Croatia, Czech Republic, Denmark, Dominican Republic, Estonia, Finland, France, Germany, Greece, Holy See, Hungary, Iceland, Ireland, Israel, Italy, Japan, Spain, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Monaco, Netherlands, New Zealand, Norway, Panama, Paraguay, Peru, Philippines, Poland, Portugal, Republic of Korea, Romania, Russian Federation, Singapore, Slovakia, Slovenia, South Africa, Sweden, Switzerland, Turkey, Ukraine, United Kingdom, United States of America, Uruguay and Venezuela.

B. For nationals of the countries listed below, a visa is required to enter Ecuador as a tourist:

Afganistan, Albania, Algeria, Andorra, Angola, Antigua and Barbuda, Armenia, Azerbaijan, Bahamas, Bahrain, Bangladesh, Barbados, Belarus, Belize, Benin, Bhutan, Bosnia and Herzegovina, Botswana, Brunei Darussalam, Burkina Faso, Burundi, Cambodia, Cameroon, Cape Verde, Central African Republic, China, Chad, Comores, Congo, Cook Islands, Costa Rica, Côte-d'Ivoire, Cuba, Cyprus, Democratic People's Republic of Korea, Democratic Republic of Congo, Djibouti, Dominica, Egypt, El Salvador, Equatorial Guinea, Eritrea, Ethiopia, Fiji, Gabon, Gambia, Georgia, Ghana, Grenada, Guatemala, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, India, Indonesia, Islamic Republic of Iran, Iraq, Jamaica, Jordan, Kazakhstan, Kenya, Kiribati, Kuwait, Kyrgyzstan, Lao People's Democratic Republic, Lebanon, Lesotho, Liberia, Libyan Arab Jamahiriya, Madagascar, Malawi, Malaysia, Maldives, Mali, Marshall Islands, Mauritania, Mauritius, Mexico, Micronesia, Mongolia, Morocco, Mozambique, Myanmar, Namibia, Nauru, Nepal, Nicaragua, Nigeria, Niger, Niue, Oman, Pakistan, Palau, Palestina, Papua New Guinea, Qatar, Republic of Moldova, Rwanda, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Samoa, San Marino, Sao Tome and Principe, Saudi Arabia, Senegal, Serbia and Montenegro, Seychelles, Sierra Leone, Solomon Islands, Somalia, Sri Lanka, Sudan, Suriname, Swaziland, Syrian Arab Republic, Tajikistan, Thailand, Timor-Leste, Togo, Tonga, Trinidad and Tobago, Tunisia, Tuvalu, Turkmenistan, United Arab Emirates, United Republic of Tanzania, Uganda, Uzbekistan, Vanuatu, Viet Nam, Yemen, Zambia and Zimbabwe;

Participants should note that they should have a return ticket to their country of origin.

Where necessary, delegates are requested to contact Ecuadorian diplomatic or consular missions in their countries in order to obtain entry visas for Ecuador.

The following link to the web-page of the Ministry of Foreign Affairs of Ecuador gives the list of diplomatic and consular missions of Ecuador abroad, as well as countries of their jurisdiction:

[http://www.mmrree.gov.ec/mre/documentos/representaciones/indice\\_embajada\\_ecuador.htm](http://www.mmrree.gov.ec/mre/documentos/representaciones/indice_embajada_ecuador.htm)

Delegates in whose countries Ecuador has no diplomatic mission are requested to contact the Secretariat of the Organization sufficiently in advance, **as there is no possibility of obtaining entry visas upon arrival**. Therefore, the delegates are requested to provide all the information that will enable the Ecuadorian authorities to arrange in due time to issue them with visas (passport details, flight number, place of departure and date of arrival).

- Name and surname
- Nationality
- Number and type of passport
- Place and date of birth
- Validity of passport
- Arrival details to Ecuador (date, time and flight number)



## 6. Air transport

Spanish airline **IBERIA, Líneas Aéreas de España**, is offering a 40 per cent discount off the full fare in economy/excursion class, and a 35 per cent discount in business class on flights to Quito and back for the participants in the 78<sup>th</sup> session of the Executive Council.

These discounts are valid only on booked IBERIA and AIR NOSTURM return flights, **and are not applicable to code-sharing flights (IB-7000)**. The validity period for these reduced-fare tickets is **from 24 June 2006 to 2 July 2006**, both inclusive, for national and European flights, and **from 19 June to 7 July 2006**, both inclusive, for international flights.

Tickets must be issued by an IBERIA ticket office. Participants must provide proof of participation in the Conference. The booking code is **BT 6 IB21MPE 0119**.

## 7. Reception at the airport

Participants will be met at the International Mariscal Sucre Airport of Quito by the Ministry of Tourism of Ecuador which will help them to complete the formalities for entering Ecuador. Signs will be placed at several prominent places in the airport.

To enable the local authorities to organize this service, participants are requested to complete and return the attached participation form indicating their arrival, departure and accommodation details.

## 8. Registration and badges

The registration desk will be open at the **Swissôtel** Hotel on Sunday, **25 June**, and Monday, **26 June**, from **9 a.m. to 1 p.m.** and from **3 p.m. to 6 p.m.** and on **Tuesday, 27 June**, from **9 a.m. onwards**. Badges will be issued at the time of registration.

Participants are requested to wear their identification badges throughout the Council session in the area reserved for the meetings, as well as at all social events.

## 9. Working documents

The majority of the working documents for the Council session will be dispatched as soon as possible, in accordance with the statutory provisions. Delegates are requested to bring with them copies of the documents sent to them in advance.

## 10. List of participants

A provisional list of participants, based on the replies referred to in paragraph 2 above, will be drawn up on Sunday, **25 June**. The final list of participants, prepared on the basis of the data entered by delegates and observers in their registration forms, will be distributed later on during the Council session.

## 11. Working languages

The documents for the Council session will be distributed in Arabic, English, French, Russian and Spanish, and simultaneous interpretation of the Council discussions will also be provided in English, French and Spanish. Simultaneous interpretation in those languages will be also provided for the Board of Directors of the ST-EP Foundation and for the First UNWTO Regional Seminar on Ethics in Tourism.

## 12. Accommodation

Special rates have been negotiated with the following hotels. To make their reservations, delegates are requested to fill in the attached Accommodation Application Form and return it **by 12 June 2006** to the address indicated below:

Mrs. Susana Chiriboga  
Corporación Metropolitana de  
Turismo  
Quito  
Ecuador

Tel.: (+593 -2) 295 95 05, Ext.: 124  
Fax: (+593 -2) 295 60 10  
E-mail: sch@quito\_turismo.com

Below please find the discounted rates for the selected hotels:

Hotel	Type of accommodation and rates in US dollars		Buffet breakfast
<b>Swissôtel *****</b> 12de Octubre 1820 y Cordero Tel.: (+593 -2) 2567600 Fax: (+593 -2) 2568080 <a href="mailto:conciERGE.quito@Swissotel.com">conciERGE.quito@Swissotel.com</a> <a href="http://www.Swissotel.com">www.Swissotel.com</a>	Luxury single  <b>\$ 90.00</b>	Luxury double  <b>\$ 90.00</b>	<b>\$ 10.00</b>

Hotel	Type of accommodation and rates in US dollars		Buffet breakfast
<b>JW Marriott*****</b> Orellana 1172 y Amazonas Tel.: (+593 -2) 2972000 Fax: (+593 -2) 2972050 <a href="mailto:reservations.quito@marriotthotels.com">reservations.quito@marriotthotels.com</a> <a href="http://www.marriotthotels.com">www.marriotthotels.com</a>	Luxury Single  <b>\$ 90.00</b>	Executive single or double  <b>\$ 109.00</b>	<b>\$ 10.00</b>
<b>Hilton Colon*****</b> Amazonas y Patria Tel.: (+593 -2) 2560666 Fax: (+593 -2) 2563903 <a href="mailto:reserv@hiltoncolon.com">reserv@hiltoncolon.com</a> <a href="http://www.hilton.com">www.hilton.com</a>	luxury Single or double  <b>\$ 70.00</b>	Executive Single or double  <b>\$ 100.00</b>	<b>\$ 8.00</b>
<b>Sheraton*****</b> Republica del Salvador N36-212 y Naciones Unidas Tel.: (+593 -2) 2970002 Fax: (+593 -2) 2433906 <a href="mailto:hotel@sheraton-quito.com">hotel@sheraton-quito.com</a> <a href="http://www.sheraton-quito.com">www.sheraton-quito.com</a>	Single  <b>\$ 75.00</b>	Double  <b>\$ 85.00</b>	<b>\$ 10.00</b>
<b>Dann Carlton*****</b> Republica del Salvador N34-377 e Irlanda Tel.: (+593 -2) 2249008 Fax: (+593 -2) 2240917 <a href="mailto:reservas@danncarlton.com.ec">reservas@danncarlton.com.ec</a> <a href="http://www.danncarltonquito.com">www.danncarltonquito.com</a>	Single  <b>\$ 50.00</b>	Double  <b>\$ 50.00</b>	<b>\$ 4.00</b>
<b>Akros****</b> Av. 6 de Diciembre N34-120 y Checoslovaquia Tel.: (+593 -2) 2430600 Fax: (+593 -2) 243-1727 <a href="mailto:operaciones@hotelakros.com">operaciones@hotelakros.com</a> <a href="http://www.hotelakros.com">www.hotelakros.com</a>	Single  <b>\$ 38.00</b>	Double  <b>\$ 38.00</b>	<b>\$ 3.50</b>

- These rates do not include 22 % taxes.
- The last 5 hotels of this list are located at 10 minutes drive from the meeting venue at the **Swissôtel Hotel**.

Rates are indicated in dollars and should be paid in this currency. The rates do not include breakfast and taxes. In case of no-show, the price of one night will be charged.

### **13. Programmes of the meetings**

#### **Monday, 26:**

#### **Board of Directors of the ST-EP Foundation**

9 a.m. – 1 p.m.

3 p.m. – 6 p.m.

**Tuesday, 27 and Wednesday, 28:      **Seventy-eighth session of the Executive Council****

**Tuesday, 27**

9 a.m	Opening ceremony of the Council
9.30 a.m	First working session
11 a.m.	Coffee break
11.30 a.m.	Second working session
1 p.m. – 3 p.m.	Lunch
3 p.m.	Third working session
4.30 p.m.	Coffee break
5 p.m. – 6 p.m.	Fourth working session

**Wednesday, 28**

9.30 a.m.	Fifth working session
11 a.m.	Coffee break
11.30 a.m.	Sixth working session
1 p.m. – 3 p.m.	Lunch

**Thursday, 29 and Friday, 30:      **First UNWTO Regional Seminar on Ethics in Tourism****

**Thursday, 29**

9.30 a.m. – 10 a.m	Inauguration
10 a.m. – 10.40 a.m.	First working session
10.40 a.m. – 11 a.m.	Coffee break
11 a.m. – 1 p.m.	Second working session
1 p.m. – 2.30 p.m.	Lunch
2.30 p.m. – 6 p.m.	Third working session
2.30 p.m. – 4 p.m.	Panel discussion No.1
4 p.m. – 4.20 p.m.	Coffee break
4.20 p.m. – 6 p.m.	Panel discussion No.2

**Friday, 30**

- 9 a.m. – 11 a.m. Panel discussion No.3
- 11 a.m. – 11.20 a.m. Coffee break
- 11.20 a.m. – 1 p.m. Panel discussion No.4
- 1 p.m. – 1.30 p.m. Conclusions and closure

**14. Social programme**

The Ecuadorian authorities have prepared the following social programme for participants:

**Tuesday, 27**

- 1 p.m. – 3 p.m. Lunch at the **Itchimbia Jardines** hosted by the Ministry of Tourism of Ecuador
- 7.30 p.m. – 9 p.m. Visit to the city of Quito and dinner at the **Refectorio San Francisco** hosted by H.E. Mr. Alfredo Palacios, President of the Republic of Ecuador

**Wednesday, 28**

- 3 p.m. – 4 p.m. Outdoor lunch at the **Pinsaki** Hacienda
- 4 p.m. – 6 p.m. Outdoor afternoon with the performance of the village music group and roses exhibition

**Tuesday, 29**

- 1 p.m. – 3 p.m. Lunch at the **La Choza** Restaurant
- 7 p.m. – 9 p.m. Dinner at **Mitad Mundo**, hosted by the Ministry of Tourism of Ecuador

**Friday, 30**

- 1 p.m. – 3 p.m. Lunch at the **Restaurant of the City Museum**
- 7.30 p.m. – 9 p.m. Dinner at the **Restaurant “La Capilla del Hombre”**

A shuttle service will also be provided by the Ecuadorian authorities for social events.

The United Nations in Quito will also host a reception for the Members of the Board of Directors of the ST-EP Foundation on Monday, 26 June.



## 15. Organized tours

A list of organized tours will be given in a forthcoming Information Note for those participants coming before the meetings or willing to stay in Ecuador after the meetings in order to visit other places of interest of the country.

## 16. Practical information

- **Local currency and rate of exchange:** Ecuador's official currency is the Dollar. The rate of exchange applicable in April 2006 is approximately 0,827 Euro to 1 USD. Banknotes come in denominations of 1, 5, 10, 20, 50 and 100 and coins in denominations of 1, 5, 10 and 25 cents.
- **Climate:** During the month of June the average temperature is 10 – 20°C.
- **Official language:** Spanish is the official language of Ecuador.
- **Clothing:** Participants are advised to pack clothing suitable for spring-like weather. For meetings, women generally wear normal business attire and men a jacket and tie.
- **Local time:** GMT - 6
- **Electricity:** The electric current in Ecuador is 112 volts. Power outlets take plugs with two flat prongs.
- **Business hours:** Banks are open from 9 a.m. to 6 p.m. and are closed on Saturday and Sunday. Shops are open from Monday to Saturday from 9 a.m. to 7 p.m. and are closed on Sunday. Hypermarkets are open from 10 a.m. to 6 p.m. from Monday to Saturday and from 10 a.m. to 8 p.m. on Sunday.





**PARTICIPATION FORM**  
**EXECUTIVE COUNCIL**  
*(seventy-eight session)*  
**Quito, Ecuador, 27-28 June 2006**  
**FIRST UNWTO REGIONAL SEMINAR ON ETHICS IN TOURISM**  
**Quito, Ecuador, 29-30 June 2006**

*Please return to:*

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Mrs. Dominique Bernardet  
 Chief, Conference Service  
 World Tourism Organization  
 Capitán Haya, 42  
 28020 MADRID  
 Spain  
 Fax: (+34) 91 571 37 33  
 E-mail: [conf@world-tourism.org](mailto:conf@world-tourism.org)

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Mr. Michel Levi Coral  
 Asesor del Despacho  
 Cooperación Externa  
 Ministerio de turismo  
 Quito  
 Ecuador  
 Fax: (+593-2) 2225190  
 E-mail : [mlevi@turismo.gov.ec](mailto:mlevi@turismo.gov.ec)

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**PARTICIPANTS' DETAILS**

- ◆ Country .....
- ◆ Organization .....
- ◆ Surname (in block letters) (Mr./Mrs./Ms.) .....
- ◆ First name .....
- ◆ Official title .....
- ◆ Passport No. .... Date of birth .....
- ◆ Full address – Street .....
- City ..... Post code .....
- Telephone (country code, area code, telephone number) .....
- Fax (country code, area code, telephone number) .....
- E-mail .....

Participation in:                      Executive Council                       Seminar

**TRAVEL DETAILS**

Date of arrival at Quito .....	Date of departure from Quito .....
Flight No. ....	Flight No. ....
Time of arrival .....	Time of departure .....
Hotel selected .....	





**ACCOMMODATION APPLICATION FORM**

**EXECUTIVE COUNCIL**  
**(seventy-eight session)**

**Quito, Ecuador, 27-28 June 2006**

**FIRST UNWTO REGIONAL SEMINAR ON ETHICS IN TOURISM**

**Quito, Ecuador, 29-30 June 2006**

Please return to:

**Mrs. Susana Chiriboga**  
**Corporación Metropolitana de Turismo**  
**Quito**  
**Ecuador**  
**Fax: (+593 -2) 295 60 10**  
**E-mail: sch@quito\_turismo.com**

- ◆ Surname (in block letters) (Mr./Mrs./Ms.) .....
- ◆ First name .....
- ◆ Official title .....
- ◆ Country .....
- ◆ Organization .....
- Telephone (country code, area code, telephone number) .....
- Fax (country code, area code, telephone number) .....
- E-mail .....
- ◆ Arrival date ..... Departure date .....

**Hotel Selected**

- |                    |             |                          |             |                          |
|--------------------|-------------|--------------------------|-------------|--------------------------|
| SWISSÔTEL .....    | Single room | <input type="checkbox"/> | Double room | <input type="checkbox"/> |
| JW MARRIOTT .....  | Single room | <input type="checkbox"/> | Double room | <input type="checkbox"/> |
| HILTON COLON ..... | Single room | <input type="checkbox"/> | Double room | <input type="checkbox"/> |
| SHERATON .....     | Single room | <input type="checkbox"/> | Double room | <input type="checkbox"/> |
| DANN CARLTON ..... | Single room | <input type="checkbox"/> | Double room | <input type="checkbox"/> |
| AKROS .....        | Single room | <input type="checkbox"/> | Double room | <input type="checkbox"/> |

