



WORLD TOURISM ORGANIZATION
**EXECUTIVE
COUNCIL**



CE/74/Note Inf. 1
Madrid, October 2004
Original: Spanish

Seventy-fourth session
Salvador de Bahía, Brazil, 2 and 3 December 2004

INFORMATION NOTE Nº 1

1. Place and dates of the session

In accordance with decision 28(LXXXIII), the Executive Council will hold its seventy-fourth session at Salvador de Bahía, Brazil on 2 and 3 December 2004, at the invitation of the Brazilian Government.

The opening meeting will take place on Thursday, 2 December at 9 a.m. The session will be held at:

Hotel Pestana de Salvador
Sala Fernando Pessoa
Nivel -1

Rua Fonte do Boi, 216
Rio Vermelho
CEP 41940-360
Salvador / BA

Tel.: (55 71) 2103 80 00
Fax: (55 71) 2103 80 66

Two other events will be held in parallel with this session: the World Tourism Forum for Peace and Sustainable Development will be opened on Wednesday, 1 December; and a Seminar on *Prevention of Sexual Exploitation of Children in Tourism* will be organized on 2, 3 and 4 December.

Members and non-Members of the Executive Council are invited to take part in these events.

The respective programmes will be given in a forthcoming Information Note.

2. Replies to invitations

Governments and other bodies invited by letter of the Secretary-General of **25 October 2004** 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

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

1- Sr. Pedro Wendler
Director del Departamento de Relaciones Internacionales
Centro Cultural Banco do Brasil
Ministerio de Turismo
S.C.E.S. Trecho 2 – Lote 24 (1º Andar) Entrada A
CEP 70.200-00 Brasilia D.F.
Brasil

Tel.: 55-61-3217809
Fax: 55-61-3217754
E-mail: pedro.wendler@turismo.gov.br

2- Sra. Fernanda Maciel
Departamento de Relaciones Internacionales
Centro Cultural Banco do Brasil
Ministerio de Turismo
S.C.E.S. Trecho 2 – Lote 24 (1º Andar) Entrada A
CEP 70.200-00 Brasilia D.F.
Brasil

Tel.: 55-61-3217809
Fax: 55-61-3217754
E-mail: fernanda.maciel@turismo.gov.br

3. Status of participants

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

4. Health requirements

Brazil has no vaccination requirements except for persons who are from or who have been in transit through yellow fever endemic areas or countries. The yellow fever vaccination certificate does not take effect until ten days after the date of vaccination.

There is a risk of malaria in forest areas. This risk is very slight in urban areas.

5. Frontier formalities

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

- A. For nationals of the countries listed below, no visa is required for stays not exceeding 90 days:

Argentina, Austria, Bahamas, Barbados, Belgium, Bolivia, Chile, Colombia, Costa Rica, Denmark, Ecuador, Finland, France, Hungary, Germany, Greece, Holy See, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Mexico, Morocco, Monaco, Namibia, Netherlands, Norway, Panama, Paraguay, Peru, Philippines, Poland, Portugal, Republic of Korea, San Marino, Slovenia, South Africa, Spain, Suriname, Sweden, Switzerland, Thailand, Trinidad and Tobago, Turkey, United Kingdom, Uruguay and Venezuela;

B. For nationals of the countries listed below, an entry visa is required:

Afghanistan, Albania, Algeria, Andorra, Angola, Antigua and Barbuda, Armenia, Australia, Azerbaijan, Bahrain, Bangladesh, Belarus, Belize, Benin, Bosnia and Herzegovina, Botswana, Brunei Darussalam, Bulgaria, Burkina Faso, Burundi, Cambodia, Cameroon, Canada, Cape Verde, Central African Republic, Chad, China, Congo, Cook Islands, Côte d'Ivoire, Croatia, Cuba, Cyprus, Czech Republic, Democratic People's Republic of Korea, Democratic Republic of the Congo, Djibouti, Dominica, Dominican Republic, Egypt, Equatorial Guinea, El Salvador, Eritrea, Estonia, Ethiopia, Fiji, Gabon, Gambia, Georgia, Ghana, Grenada, Guatemala, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, India, Indonesia, Iran, Iraq, Israel, Jamaica, Japan, Jordan, Kazakhstan, Kenya, Kiribati, Kuwait, Kyrgyzstan, Lao People's Democratic Republic, Latvia, Lesotho, Lebanon, Liberia, Libyan Arab Jamahiriya, Lithuania, Madagascar, Malawi, Malaysia, Maldives, Mali, Malta, Mariana Islands, Marshall Islands, Mauritania, Mauritius, Micronesia, Mongolia, Mozambique, Myanmar, Nauru, Nepal, New Zealand, Nicaragua, Nigeria, Niger, Oman, Pakistan, Papua New Guinea, Qatar, Republic of Moldova, Romania, Russian Federation, Rwanda, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Samoa, São Tome and Principe, Saudi Arabia, Senegal, Serbia and Montenegro, Seychelles, Sierra Leone, Singapore, Slovakia, Solomon Islands, Somalia, Sri Lanka, Sudan, Swaziland, Syrian Arab Republic, Tadjikistan, The former Yugoslav Republic of Macedonia, Togo, Turkmenistan, Tuvalu, Uganda, Ukraine, United Arab Emirates, United Republic of Tanzania, United States of America, Uzbekistan, Vanuatu, Viet Nam, Yemen, Zambia and Zimbabwe;

C. For nationals of the countries listed below, no visa is required for holders of a diplomatic or official passport:

Argentina, Austria, Belgium, Colombia, Ecuador, Germany, Greece, Israel, Italy, Luxembourg, Norway, Paraguay, Peru, Portugal, Spain, Sweden, Switzerland, Tunisia and Uruguay;

D. For nationals of El Salvador, no visa is required for holders of a diplomatic or official passport for stays not exceeding 90 days.

Participants should note that it is necessary to have in their possession a return ticket to their country of origin.

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

Delegates in whose countries Brazil has no diplomatic mission are requested to contact the Secretariat of the Organization sufficiently in advance, providing all the information that will enable the Brazilian 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: date, time and flight number

6. Air transport

The host State is negotiating special transport conditions for participants with airlines TAM, TAP and VARIG. Detailed information about discounts provided by airlines will be shortly communicated in another Information Note.

Airline **TAM** is offering the following discounts:

- 60 per cent discount on national fares in Brazil. This offer is valid on the routes served by this airline. Bookings should be made through Ms. Daniele from Instituto de Hospitalidade (tel.: 55 71 324 44 46).
- 65 per cent discount on fare "Y" for the national routes, except for the high period (between 20 December and the Sunday following the carnival);
- 60 per cent discount on fare "Y" for the national routes, except for the high period;
- Discounts on fares "C" and "F" for the international routes (consult TAM).

Airline **VARIG** is offering 75 per cent discount on full fares in tourist and business class and 50% discount for accompanying persons. This offer is not valid for code-sharing flights.

To obtain these fares, participants should indicate class N for tourist class and class R for business class, and tickets should be acquired exclusively in the offices of VARIG.

Airline **TAP** is offering the following fares on business class for flights as of 30 November beginning from:

PARIS - EUR 3.146,00
ROMA - EUR 2.764,00
MADRID - EUR 2.500,00
LONDRES - GBP 1.690,00
ZURICH - CHF 4.066,00

These fares are subject to seats availability, are paid in local currency and do not include taxes.

7. Reception at the airport

Participants will be met at Salvador de Bahía Airport by the Ministry of Tourism of Brazil which will help them to complete the formalities for entering Brazil and provide transport to the hotels. 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.

A shuttle service will also be scheduled by the Brazilian authorities for social events.

8. Registration and badges

The registration desk will be open at **Hotel Prestana de Salvador Tuesday, 30 November and Wednesday, 1 December from 9 a.m. to 13 p.m. and from 3 p.m. to 6 p.m., and on Thursday, 2 December 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 Thursday, 2 December. 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 Arab, English, French, Russian and Spanish, and simultaneous interpretation of the Council discussions will also be provided in English, French, Russian and Spanish.

For the Seminar on *Prevention of Sexual Exploitation of Children in Tourism*, simultaneous interpretation will be provided in English, Portuguese and Spanish.

12. Accommodation

The delegates should take appropriate measures to reserve accommodation by indicating their status of participants in the WTO meetings in order to obtain special conditions. Bookings should be made through Mrs. Elaine of Pestana Hotel **not later than 20 November 2004**, taking into account that December is the month of vacations in Brazil.

Señora Elaine
Hotel Pestana
Rua Fonte do Boi, 216
Rio Vermelho
Tel.: (55 71) 2103 8016
Fax: (55 71) 2103 8066
E-mail: grupos@pestanasalvador.com.br

The price of a single/double room, including breakfast, is 140 reals plus 10 per cent service tax and 5% ISS. The prices are indicated in reals, but payment can be done in USD, euros or reals. The prices include breakfast and taxes. In case of no-show, a single night price will be charged.

13. Programme of meetings

The provisional programme of meetings is being prepared and will be included in the second Information Note.

14. Social programme

Details of social programme will be given in a forthcoming Information Note.

15. Organized tours

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

16. Practical information

- **Local currency and rate of exchange:** Brazil's official currency is the real. The rate of exchange applicable in October 2001 is approximately 2,83 reals to 1 US dollar. Banknotes come in denominations of 1, 5, 10, 50 and 100 reals and coins in denominations of 1, 5, 10, 25, 50 cents and 1 real.
- **Climate:** In the first capital of Brazil, Salvador, it is sunny all year round and the average temperature in December is 30°.
- **Official language:** Portuguese is the official language of Brazil.
- **Clothing:** Light and casual clothing is recommended. For meetings, men generally wear a jacket and tie and women normal business attire.
- **Local time:** GMT - 5.
- **Electricity:** The electric current at Salvador is 110 volts.
- **Business hours:** Banks are open from 10 a.m. to 4 p.m. and are closed on Saturday and Sunday. Shops are open from Monday to Friday from 9 a.m. to 7 p.m., on Saturday from 9 a.m. to 1 p.m. and are closed on Sunday. Hypermarkets are open from 10 a.m. to 10 p.m. from Monday to Saturday and from 3 p.m. to 9 p.m. on Sunday.



**PARTICIPATION FORM****EXECUTIVE COUNCIL
(seventy-fourth session)****SEMINAR ON PREVENTION OF SEXUAL
EXPLOITATION OF CHILDREN IN TOURISM****Salvador de Bahía, Brazil, on 2 and 3 December 2004***Please return to:*

**Conference Service
World Tourism Organization
Capitán Haya, 42
28020 MADRID
Spain****Fax (34) 91 571 37 33
E-mail conf@world-tourism.org**

**Mr. Pedro Wendler
Director del Departamento de Relaciones
Internacionales
Centro Cultural Banco do Brasil
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CEP 70.200-00 Brasilia D.F.
Brasil****Fax 55-61-3217754
E-mail: fernanda.maciel@turismo.gov.br**

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

TRAVEL DETAILS

Date of arrival at Salvador de Bahía	Date of departure from Salvador de Bahía
Flight No.	Flight No.
Time of arrival	Time of departure

