

COP 16 - REGIONAL MEETING OF CLIMATE AND ENVIRONMENT CHAMPIONS



LOCATION: Cali, Colombia

DATES: October 21 to 25, 2024

TIME: From 7:30 a.m. to 1:00 p.m., the Regional Meeting of Climate and Environment Champions will take place. After 1:00 p.m., participants will have access to COP16 sessions in the Green Zone.

ACCOMODATION:

The Regional Meeting of Climate and Environment Champions in the context of COP 16 will take place at the **Sonesta Hotel Cali**, located at Calle 18 Norte # 4N - 08, Cali 760046, Colombia.

Accommodation for participants has been reserved at the following hotels: **Sonesta Hotel Cali**, located at Calle 18 Norte # 4N - 08, Cali 760046, Colombia, and **NH Cali Royal Hotel**, located at Carrera 100B # 11A-99, Cali 760010, Colombia.

VISA

Validate with your national immigration authority or chancellery the visa or passport requirement for entry into Colombia.

TRAVEL / AIRLINE TICKETS

For those participants whose travel expenses will be covered directly by their National Societies, please send a copy of your air ticket/itinerary as soon as possible, to adjust reservations and transfers to Erika Diaz (erika.diaz@ifrc.org) and Arianna Perin (arianna.perin@ifrc.org).

For those who will have their tickets covered by the IFRC, these will be issued and sent electronically to their respective email addresses.

During the internal transfers from the cities of origin and the air transfer to and from Cali it is NOT recommended to travel in uniform as it is only necessary during the development of the workshop.

For participants of the Colombian Red Cross, remember to manage your respective report of departure from the sectional according to the procedures established by your Sectional and the National Directorate. For the participants of the Invited National Societies, please take into account the reporting and monitoring mechanisms established by your National Society and/or by the IFRC for your displacement.

Please perform the web check-in process at the airline where you were notified of your reservation according to the times established in the same and please send the boarding pass in PDF format to erika.diaz@ifrc.org. In case you are unable to perform the web check-in, please deliver the physical boarding pass to the event organizers upon arrival.

TRANSPORTATION

National Society and IFRC participants traveling by air to Cali must cover the cost of transportation to and from their local airport. In case they are traveling from other locations within Colombia, the cost will also be covered by the participant. Once at Alfonso Bonilla Aragón International Airport (CLO), participants and facilitators should proceed to the airport exit.

There, a designated person will be available to assist with your transfer to

the hotel: identify and contact him/her for your transfer. In case you are unable to locate the transportation, please contact:

- **Edwin Armenta (+57 316 3505846)**
- **Erika Diaz (+507 6674 1581)**
- **Arianna Perin (+39 3420667940)**

For those who apply, any questions regarding your flight itineraries please contact Erika Diaz at erika.diaz@ifrc.org or [WhatsApp group](#).

ACCOMMODATION AND MEALS

Accommodation for workshop participants is reserved as follows:

- **Check-in:** Sunday, October 20, 2024
- **Check-out:** Saturday, October 26, 2024

For October 20, 2024, only dinner will be covered during your stay at the hotel.

From October 21 to 25, all meals for the participants will be covered, and the workshop organization guarantees refreshments during the morning and afternoon.

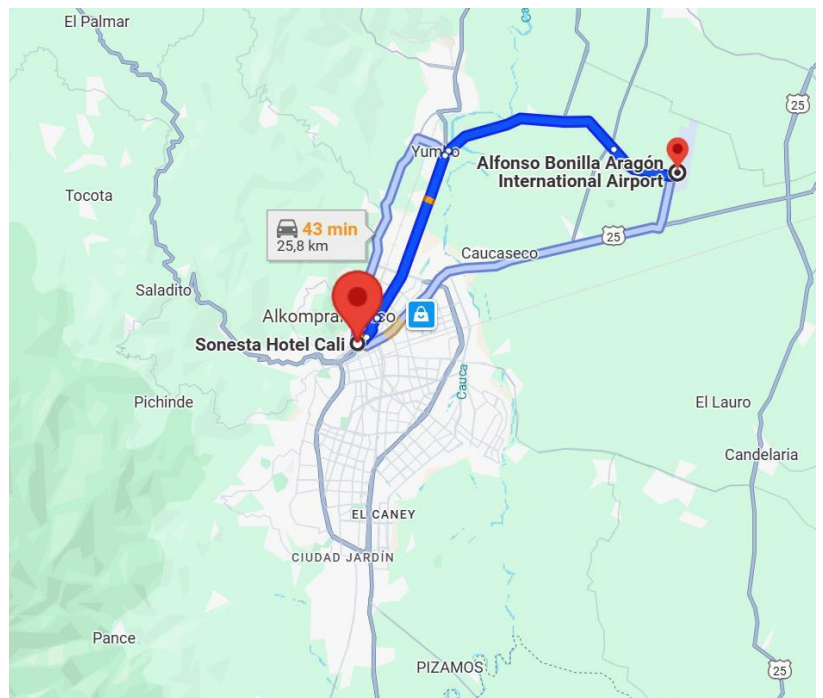
For October 26, only breakfast will be covered during your stay at the hotel.

Any other type of consumption not authorized by the workshop organization within the hotel must be paid by the participant and must be canceled at the time of requesting it; it is not permitted to charge consumption to the room.

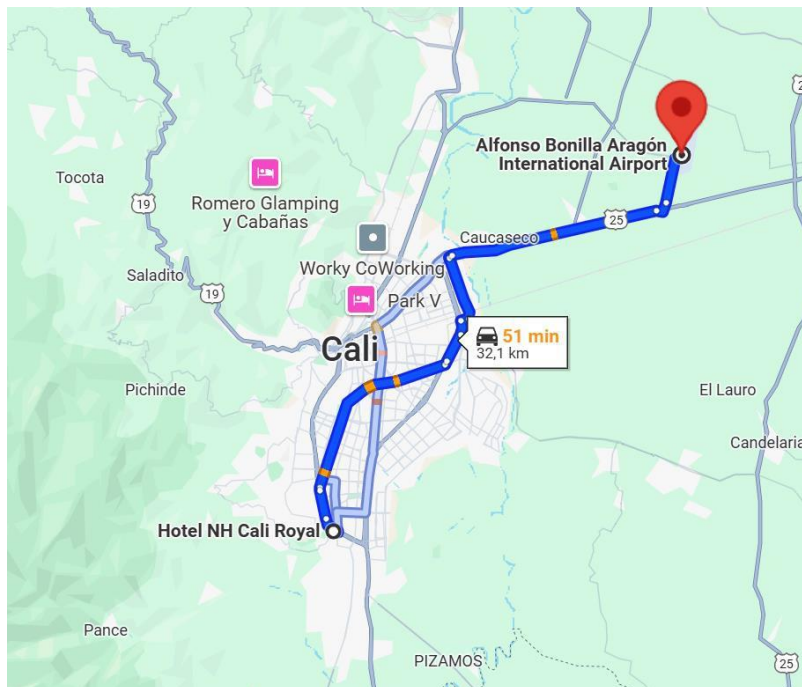
Accommodation will be in a shared lodging format, with individual rooms assigned according to the order of registration and arrival at the event. Shared rooms will be assigned by gender.

Below is the location of the assigned hotels in relation to Alfonso Bonilla Aragón International Airport

Sonesta Hotel Cali: Cl. 18 Nte. #4N-08, San Vicente



Hotel NH Cali Royal: Hotel NH Cali Royal. Cra. 100b #A-99, Ciudad Jardín, Cali



Regarding the movements from the Sonesta Hotel Cali to the Green Zone events, here are the relative distances on foot:

Green Zone Events Map:



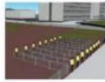

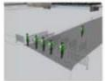

Distances from Sonesta Hotel	
Universidad ECCI	7 minutes (500 m)
Cámara de Comercio de Cali	18 minutes (1.3 km)
Banco de Occidente y Banco de Bogotá:	18 minutes (1.3 km)
Banco de la República	22 minutes (2.2 km)
Dirección de Impuestos y Aduanas Nacionales (DIAN)	10 minutes (700 m)



GENERAL INFORMATION



GREEN ZONE GENERAL INFORMATION

COP 16 Dates: Oct 21 - Nov 1 2024	Entries: We will have 4 doors (as shown in the images) for general public, however, our expositors and allies will have especial entries; this will facilitate easier entrance.	 Paseo Bolivar	 Puente peatonal La escopeta	Security 450 policemen will be located in the perimeter and outside of the Green Zone.
COP 16 Times: 9:00 am to 10:00 pm		 Distrito Pacifico	 Parque de las piedras	At night, we will have the support of the police and 80 persons for private safety.

TRAVEL INSURANCE

All international participants must have travel insurance and send a copy of the insurance policy to the workshop coordinating team and/or to Erika Diaz (erika.diaz@ifrc.org).

Our recommendation is Assist Card (<https://www.assistcard.com>), but you may choose any company of your preference, making sure that it covers you for emergencies.

For those participants with IFRC-covered travel tickets, your insurance will be issued directly by the IFRC Americas Regional Office, and policy details will be shared by email with your airline ticket.

HEALTH SERVICES/EMERGENCIES

In case of any health condition or accident occurring within the hotel facilities or during transfers to the workshop, the organizing team will ensure the necessary health care and, in case of need for transfer to a medical center, will coordinate through the service network of your EPS or travel insurance.

NUMEROS DE EMERGENCIA

- National Police: 123
- Firefighters Calii: 119/ 5190959
- Civil Protection: 144 / 4000659 / 4000257
- Ambulance services: 3267363

UNIFORM AND CLOTHES

For all participants: Throughout the week, full institutional uniform must be worn.

*In addition to the mentioned uniforms, it is recommended to bring walking shoes or sneakers, and comfortable clothing, taking into account Cali's weather.

In October, the city of Cali is in its rainy season, characterized by high cloud cover and frequent rainfall. During this period, temperatures typically range from 18°C to 30°C, with warm and humid weather, although the perceived temperature may vary due to humidity and rain.

It is recommended to wear light clothing but bring an umbrella or raincoat in case of rain, especially in the afternoons when it is more common. For updated weather information, it is useful to check the Colombian Meteorological Service at <https://www.tiempo.com/cali.htm>.

The city of Cali in October is in the rainy season, characterized by high cloudiness and possible frequent rainfall. During this period, temperatures usually range between 18°C and 30°C, with warm and humid weather, although the thermal sensation may vary due to humidity and rain.

It is recommended to wear light clothing and to bring an umbrella or raincoat in case of rain, especially during the afternoons when it is more common. For updated information on the weather, it is useful to consult the weather service page in Colombia.

LOCAL CURRENCY

The Colombian peso (COP) is the legal tender in Colombia. There are five types of coins in circulation: 50, 100, 200, 500 and 1000 Colombian pesos. In addition, banknotes are issued in denominations of 2000, 5000, 10,000, 20,000, 50,000 and 100,000 Colombian pesos.

Credit or debit cards (Visa and MasterCard) are widely accepted in all hotels,

restaurants and department stores. ATMs are available.

INTERNATIONAL CALLS AND INTERNET CONNECTION

Direct international calls are NOT available in the rooms. Free wireless broadband Internet is available in all rooms and social areas. The country code for Colombia is **+57**.

LANGUAGES

Spanish is the official language in Colombia. English is the most used and demanded foreign language.

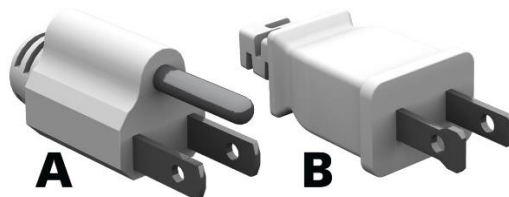
Please note that during the events of the Second Regional Meeting, simultaneous interpretation from English to Spanish / Spanish to English will be available.

FOOD ALLERGIES/NEEDS

Please inform the event managers, Erika Diaz and Arianna Perin, of any medical, religious, or ethical dietary needs, as well as allergies and pre-workshop health conditions of which the organizing team should be aware.

POWER OUTLETS

In Colombia, plugs and sockets are type A and B, commonly known as American type. These plugs have two parallel flat pins and, in the case of type B, an additional round pin for grounding. The standard voltage is 110 V and the standard frequency is 60 Hz.



SAFETY

The hotel grounds present good security conditions for participants, however, always keep in mind the following recommendations:

- Do not wear jewelry when leaving the hotel, especially in crowded areas. Leave your passport, airline ticket and other valuables inside the safety box in your room. Carry only the necessary

money, credit card and ID card.

- Be careful with your luggage, especially your laptop, at all times.
- Always keep your personal valuables under surveillance and, if necessary, use the hotel's security locker service; always keep in mind the security recommendations set forth in the IFRC's "Safer Access" procedures and the "Stay-Safe" course, as well as those set forth in the 1000 Series, from your departure in the city of origin and during your travels to and from the workshop site; the organization is not responsible for the loss or theft of personal items during the workshop.

EMERGENCY PHONE NUMBERS

- National Police: 123
- Firefighters Calii: 119/ 5190959
- Civil Protection: 144 / 4000659 / 4000257
- Ambulance services: 3267363

RULES OF CONDUCT

To ensure that your participation in this workshop is as pleasant as possible, the following work rules and conduct guidelines have been established. All participants are required to comply with them without exception:

- **It is mandatory to sign the Code of Conduct**, which will be sent to you via email by the event organizers. Once signed, please send the document to Alinne.olvera@ifrc.org, erika.diaz@ifrc.org and arianna.perin@ifrc.org.
- The use of the facilities must comply with the regulations set by the hotel and conference areas. Please remember to always adhere to all rules of respect and good behavior during your stay.
- Once the activity has begun, and out of respect for the facilitating team and other participants, cell phones must remain on silent or turned off; participants should also, if possible, refrain from leaving the room while activities or talks are in progress.
- Regarding punctuality and time management, participants must arrive at the activity room 5 minutes before the scheduled start time.
- Smoking is prohibited inside the room, the conference areas, and any areas of the hotel restricted for this activity.
- Interpersonal interactions must always be conducted respectfully, reflecting personal values and the Code of Conduct.



Remember that you can report any alleged misconduct or incidents related to integrity, such as corruption, fraud, sexual exploitation or abuse, harassment, child abuse, security incidents, mishandling of information, staff health-related incidents, or other unethical behaviors. Submit your report through the form available on the website <https://ifrc.integrityline.org>. You can also do so via email at speakup@ifrc.integrityline.org.

GENERAL RECOMMENDATIONS

- **Health and Personal Well-being**

- Please remember to bring any medications and prescriptions if you are undergoing any medical treatment.
- It is recommended to include insect repellent, sunscreen, and a cap in your luggage.
- While the water provided by Cali's water service is potable, it is recommended not to drink water directly from the tap. A bottled water



- dispenser will be available at the hotel.

- **Workshop Logistics**

- It is recommended to bring a laptop to the workshop for exercise development.
- A WhatsApp group has been created to maintain communication with participants and organizers. You can join by clicking [here](#).

CONTACTS

A WhatsApp group has been created to maintain continuous communication with all participants. To join, scan the following QR code or click here:

COP16 - Participantes

WhatsApp group



For further details and event coordination, please contact the following people:

Nadia Ortega

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Coordinador de Programas y Operaciones Delegación de Colombia

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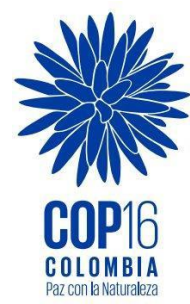
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Erika Diaz

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