



**Organization of  
American States**

**Seminar: Mechanisms for the Participation of Indigenous Populations in the OAS  
and  
Training Workshop on the Inter-American System for the Protection of Human Rights**

June 22 – 24, 2010  
Hall of the Americas – OAS Headquarters  
Washington, D.C.

**INFORMATION BULLETIN Nº 1**

The following information will help you prepare for your participation in this Seminar.

**1. EVENT SITE**

The Seminar on Mechanisms for the Participation of Indigenous Populations in the Organization of American States will be held in Washington, D.C., on June 23 and 24, 2010.

The event will be preceded by a practical training workshop on the operation of the inter-American system for the protection of human rights on June 22.

Both events will be held in the Hall of the Americas, which is located in the main OAS building, on 17th Street & Constitution Avenue, N.W., in Washington, D.C.

**2. CONTACT PERSONS**

The Department of International Law, the Summits of the Americas Secretariat, and the Inter-American Commission on Human Rights of the Organization of American States are responsible for coordinating preparations for the events. Should you need additional information, please contact:

<b><u>Hotel, airfares, and general information</u></b>	<b><u>Visas</u></b>
<b>Verónica Alonso and Magdalena Veliz</b> Department of International Law (OAS) Phone: +1 (202) 458-3124 and 458-6819 Fax: +1 (202) 458-3293 E-mail: <a href="mailto:dil@oas.org">dil@oas.org</a>	<b>Andrea Montilla</b> Summits of the Americas Secretariat (OAS) Tel: +1 (202) 458-3347 E-mail: <a href="mailto:amontilla@oas.org">amontilla@oas.org</a>

**3. REQUIREMENTS FOR ENTERING AND LEAVING THE COUNTRY**

Participants are responsible for meeting all entry requirements established by the Government of the United States. Participants with official passports from the countries of Central

America, South America, and the Caribbean must have visas to enter the United States. These participants should contact the United States Consulate in their respective countries or the consulate closest to their place of residence. General visa information can be obtained by telephone at +1-202-663-1225 or on the Website [www.travel.state.gov](http://www.travel.state.gov).

In order to facilitate the visa process, please complete and submit the registration form at the end of this bulletin to the **OAS Summits of the Americas Secretariat**, care of Andrea Montilla at the following E-mail address: [amontilla@oas.org](mailto:amontilla@oas.org). She will provide you with a letter of invitation for you to present at the United States Consulate in your city.

#### 4. REGISTRATION

All persons interested in participating in the event **must fill out the attached registration form** and send it to the Department of International Law (OAS) by fax (202-458-3293) or by E-mail ([dil@oas.org](mailto:dil@oas.org)) by Monday, June 14 at the latest.

#### 5. WORKING LANGUAGES AND DOCUMENTS

The working documents of the **Seminar on Mechanisms for the Participation of Indigenous Populations in the OAS** and the **Training Workshop on the Inter-American System for the Protection of Human Rights** will be available in two of the official languages of the Organization: English and Spanish. In addition, simultaneous interpretation will be provided in those languages.

#### 6. LODGING

The representatives of the indigenous populations selected to participate in the event and who are financed by the OAS General Secretariat will be lodged at the STATE PLAZA HOTEL, which is conveniently located a few blocks from OAS headquarters. The Department of International Law is responsible for all communication between the guest participants and the hotel.

The OAS will cover the lodging costs for selected participants. It will not cover additional expenses should participants extend their stay, nor will it cover refreshments consumed in the rooms (room service). Participants will share a double room with another participant; breakfast is included free of charge.

All participants should check in at the State Plaza Hotel at the time of their arrival.

Please note that participants are responsible for local, national, and international telephone calls, as well as for personal expenditures made at the hotel such as food, cleaning, and other services, as well as for any damages to hotel facilities.

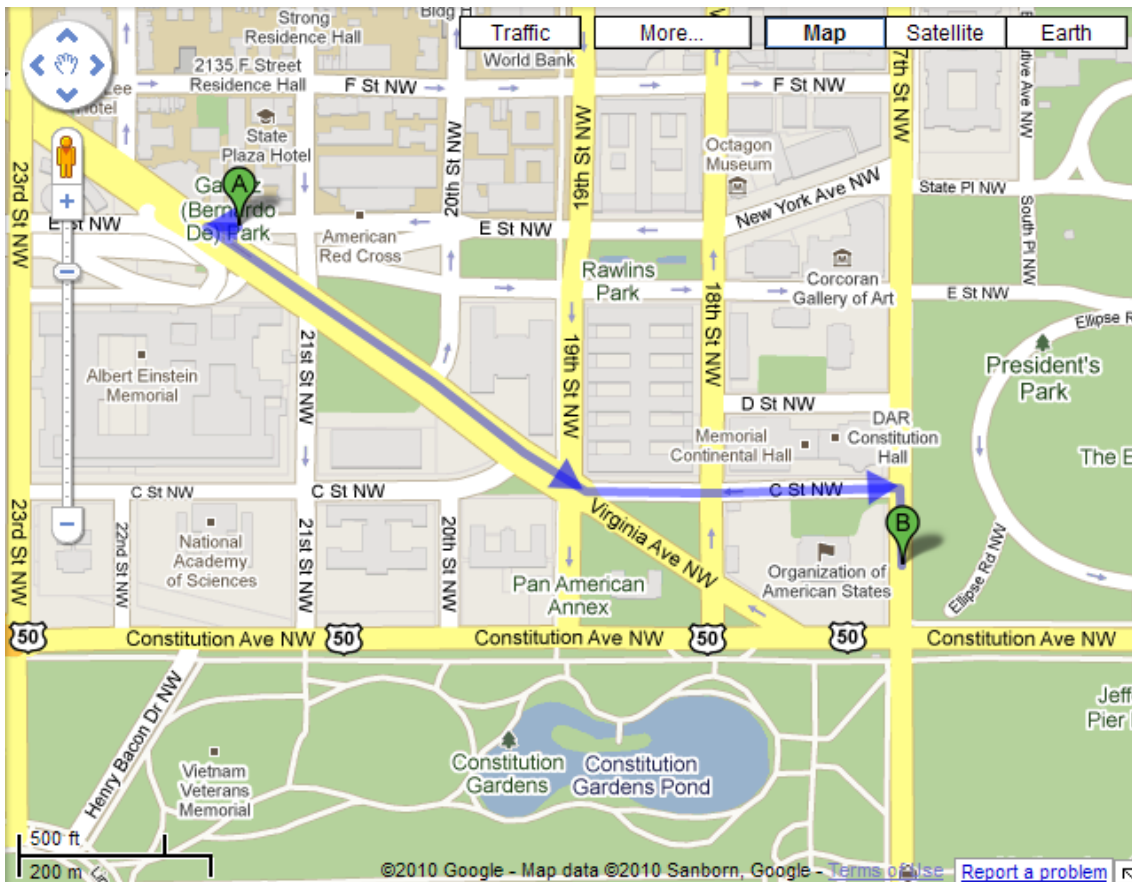
Participants covering their own costs may stay at the State Plaza Hotel if they wish. The price of a room with double beds and breakfast for two people is US\$203.00. These participants will need to make their own reservations, which they can do by contacting the Hotel directly. To this end, the OAS has reserved additional rooms at the price indicated above.

State Plaza Hotel  
 2117 E. Street, N.W., Washington, D.C. 20037  
 Phone: (202) 833-6966  
 (800) 424-2859  
 Fax: (202) 587-1354  
 E-mail: [skapadia@rbpropertiesinc.com](mailto:skapadia@rbpropertiesinc.com)  
 Web site: <http://www.stateplaza.com>  
 Contact person: Shano B. Kapadia

To receive the special price, you must inform the hotel that you are participating in the event organized by the *Organization of American States*. Participants can contact the hotel's reservations office by telephone (202) 833-6966, on a toll free line (800) 424-2859, or by E-mail [skapadia@rbpropertiesinc.com](mailto:skapadia@rbpropertiesinc.com). The aforementioned rate will be available so long as rooms are available, so we suggest that you make your reserves as soon as possible.

### How to get from the hotel to the site of the event

The hotel (A) is close to and in walking distance from the OAS (B).



## 7. PER DIEMS

The OAS will also provide financed participants with a per diem of US\$50.00 (per day) to cover food and local transportation expenses during their stay plus \$ 35.00 per terminal expenses; this will be delivered to them in Washington, D. C.

In addition, the organizers will provide OAS-financed participants with a light luncheon during the three days of the meeting.

## 8. FLIGHTS

The OAS will coordinate and pay airfare for the participants of the selected indigenous organizations. Information on itineraries will be provided individually to each participant. **In no case will the OAS assume expenses resulting from date changes in the airline tickets, which will be the sole responsibility of the participants.**

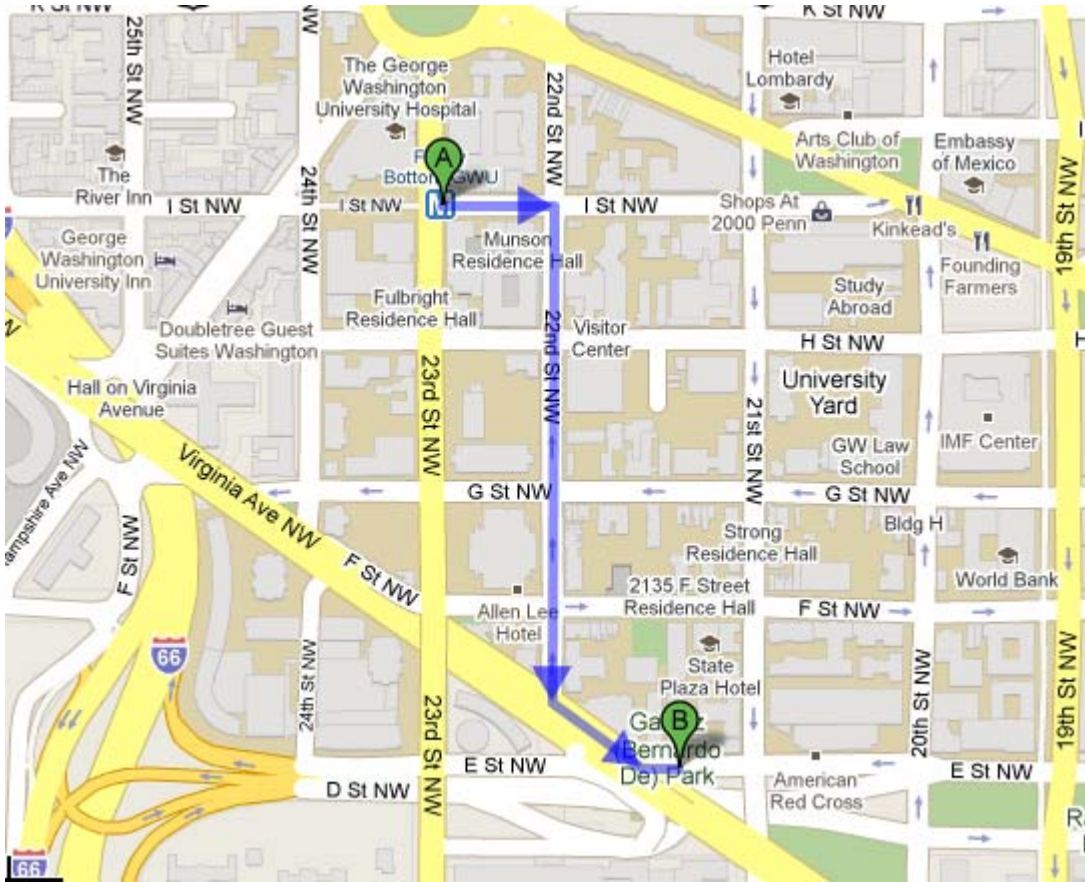
## 9. TRANSPORTATION WITHIN WASHINGTON, D.C.

All transportation arrangements must be made by the participants or by their organizations. Taxi and public transportation services are readily available in Washington, D.C. To obtain more information on public transportation in Washington, D.C., please visit: <http://www.wmata.com>

Transportation between the State Plaza Hotel and airports in the Washington, D.C. metropolitan area will be covered by the participants, who can use their per diems for that purpose.

There are three airports near Washington, D.C. Blue Shuttle services are available from any of them. This is a shared service that will provide you with door-to-door service to the hotel. Blue Shuttles can be found as you exit the airport building, next to the taxis. (They are blue and have yellow signs.) This service is available from 6:00 a.m. to 2:00 a.m. For service outside that time frame, you must make an advance reservation through Internet. Check [www.supershuttle.com](http://www.supershuttle.com) for more information, or call: **1-800-BLUE-VAN (258-3826)**.

**Ronald Reagan Washington National Airport** is located downtown. A subway will take you directly to the hotel, and will cost between \$1.35 and \$2.00, depending on the time of day. From the airport station, take the blue subway marked "Largo Town Center" and get off at the "Foggy Bottom" station, which is the closest to the hotel. A taxi ride from this airport to Washington, D.C. costs approximately \$52. Blue Shuttle service provides door-to-door transportation for approximately US\$12.00



**Washington Dulles International Airport** is half an hour out of town. A taxi ride from there will cost approximately \$60. Door-to-door transportation is provided by Blue Shuttle for approximately \$25.00. For more information on transportation options at Dulles International Airport (IAD), see: <http://www.metwashairports.com/Dulles>.

**BWI - Baltimore/Washington International Airport** is approximately one hour from downtown Washington, D.C. A taxi from there will cost approximately US\$80.

Please note that only United States dollars are accepted by public transportation services. You may change your national currency into dollars at the airport once you have left the customs area.

You may also visit the information office at the airport for more detailed information.

## 10. WEATHER

The temperature range in Washington, D.C. at the time of the meetings will be between 20°C and 30°C (68°F to 86°F).

## 12. ELECTRICITY

The electric current in Washington is 110 volts. If you are bringing any equipment that operates with a different voltage, you will need to bring the corresponding adapter.



Organización de los  
Estados Americanos

## REGISTRATION FORM

### Seminar on Mechanisms for Indigenous Peoples Participation in the Organization of American States

Practical Training Course on how does the human rights protection operates within the Inter-American system.

Washington, D.C., 2010

COUNTRY: .....

ORGANIZATION: .....

NAME: .....

LAST NAME: .....

POSITION: .....

PASSPORT # .....

DO YOU HAVE A VALID VISA to enter Into The United States? YES (...) NO (...).....

CIY AND AIRPORT OF DEPARTURE: .....

PERMANENT ADDRESS: .....

TELEPHONE: Area code .....

FAX: Area code .....

ORGANIZATION'S E-MAIL: .....

PARTICIPANT'S E-MAIL: .....

Please send this form once it is filled out to the Department of International Law: [DIL@oas.org](mailto:DIL@oas.org) or via fax: (202) 458-3293 **before Monday, June 14.**

DATE.....