EIGHTH MEETING OF THE STATISTICAL CONFERENCE OF THE AMERICAS OF ECLAC

Quito, 17-19 November 2015

GENERAL INFORMATION
INTRODUCTION

The eighth meeting of the Statistical Conference of the Americas of the Economic Commission for Latin America and the Caribbean (ECLAC) will be held in Quito, from 17 to 19 November 2015.

This document is intended to provide delegates with useful information to facilitate their work at the meeting.

The meeting coordinators will be available to answer any questions concerning logistical or organizational matters that you may wish to ask before or during the event.

1. General information on Ecuador

The country

The Republic of Ecuador straddles the equator in South America. It is bordered by Colombia to the north, by Peru to the south and the east, and by the Pacific Ocean to the west.

The country covers an area of 256,370 square kilometres and has a population of approximately 15 million people.

Ecuador consists of four regions, which are further divided into 24 provinces and 224 cantons. The four regions are the coastal region, the Andean region, the Amazon region and the island region or Galapagos Islands. Each region has its distinctive climate, flora and fauna.

The capital

Quito is the Metropolitan District and the capital city of the Republic of Ecuador. This growing city’s modern buildings and mestizo and colonial heritage combine to ensure that residents and foreign visitors alike will always find a place to work, have fun or reflect on the past.

Quito is situated on the slopes of the Andes at 2,800 metres above sea level. Quito is flanked by the Pichincha, Cotopaxi, Antisana and Cayambe volcanoes, which provide a majestic Andean setting.

Because of its physical beauty, traditions and spots steeped in mysticism and legend, Quito is considered a treasure trove of American art. In 1978 it became the first city to be declared a World Heritage Site by UNESCO.

The weather

Ecuador is in a torrid zone, but its climate is varied because of its geography and the cooling influence of the Humboldt Current in the summer and the warming effect of El Niño in winter. The average temperature on the coast is 26°C, while in the Andean region the temperature can reach a high of 21°C in the day and a low of 7°C at night. The Amazon region
is the warmest, with an average temperature of 37°C. The temperature in the capital ranges between 10°C and 25°C (50°F and 77°F) with an average temperature of 15°C. Sudden turns in the weather can bless the city with all four seasons of the year in a single day.

USEFUL INFORMATION FOR VISITORS

LOCAL CURRENCY  Ecuador uses **United States dollar** banknotes as legal tender but issues Ecuadorian dollar coins in denominations of 1, 5, 10, 25 and 50 **centavos**. These coins are identical in size and value to their United States cent counterparts (although the 50-cent piece is rarely used). These coins circulate within Ecuador alongside coins and banknotes from the United States. Ecuador does not issue any banknotes, relying instead on United States issues. Credit cards are welcome; automated teller machines (ATMs) are readily available in Quito. Most restaurants, hotels and large department stores accept major credit cards, such as MasterCard, Visa, Diners Club and American Express. Bank opening hours vary, but are usually from 9 a.m. to 4 p.m. Some banks are open on Saturdays and Sundays until midday.

LOCAL TIME  UTC/GMT -5 hours

ELECTRICITY  The electrical current in Ecuador is 110 volts (the same as in the United States). Two- or three-pin, North American-style plugs are used. If your electrical equipment is of a different voltage or has a different type of plug, ask your hotel for an adaptor.

AIRPORT TAX  The airport tax is included in your air fare.

TIPPING  Like elsewhere in the world, tipping is common practice in Ecuador. A 10% service charge, in addition to taxes, is applied at restaurants and hotels. In other contexts, though not mandatory, it is customary to tip anyone who provides you with a service, such as guides or drivers, to show your satisfaction with the service received. In restaurants it is usual to leave a gratuity, in addition to the 10% service charge added to the bill.

TAXIS  Taxis in Ecuador are yellow. In Quito, red stickers on the side doors bear the crest of the municipality they are from. The minimum fare during the day is US$ 1.45 (between 6 a.m. and 7 p.m.) and between US$ 1 and US$ 1.75 at night (between 7 p.m. and 6 a.m.). For travel outside of the capital, fares from the airport to Quito range from US$ 25 to US$ 30. This information is also available at: [http://www.aeropuertoquito.aero/es/transporte/taxi.html](http://www.aeropuertoquito.aero/es/transporte/taxi.html)

2. Meeting venue

The eighth meeting of the Statistical Conference of the Americas of ECLAC will be held from 17 to 19 November 2015 in the Sala de Presidentes (Floor S2) meeting room in the Union of South American Nations (UNASUR) Building (Edificio de UNASUR), located at Av. Manuel Córdova Galarza, Mitad del Mundo, Quito.

3. Meeting coordination

The meeting is being organized by ECLAC and the Government of Ecuador, through the National Statistics and Census Institute (INEC).

Questions on substantive matters related to the meeting may be addressed to Mr. Xavier Mancero of the Statistics Division of ECLAC (xavier.mancero@cepal.org (+56) 2 2210 2441).

Questions on operational matters related to the meeting may be addressed to Ms. Paula Warnken, Protocol Assistant of the Secretariat of the Commission, ((+56) 2 2210 2651, paula.warnken@cepal.org), and Ms. Paula Fuenzalida of the Statistics Division of ECLAC, ((+56) 2 2210 2634, paula.fuenzalida@cepal.org).

4. Hotel reservations

The ECLAC Conference Services Unit has reserved a block of rooms at the following special rates:

- **Sheraton Quito Hotel (5*)**
  Av. República de El Salvador N36-212 and Av. Naciones Unidas
  [http://www.sheraton.com](http://www.sheraton.com)

  Classic single room: US$ 162.10 (includes taxes, breakfast and Internet)

  Reservations: María José Villacís, Groups Manager
  grupos@sheraton-quito.com
  (+593 2) 2970 002

- **Dann Carlton Hotel (5*)**
  Av. República de El Salvador N34-377

  Standard single room: US$ 149.62 (includes taxes, breakfast and Internet)

  Reservations: Rosa Cajas, Sales Executive
  rosa.cajas@danncarltonquito.com
  (+593 2) 397 2600, ext. 5101/5103
• **Best Western Plaza Hotel (5*)**  
  Av. Shyris N37-53 and Av. Naciones Unidas  

  Standard single room: US$ **137.7** (includes taxes, breakfast and Internet)

  Reservations: Aurora Bravo, Sales Executive  
  abravo@bwplazaquito.ec / reservas@bmplazaquito.ec  
  (+593 2) 244 5305 ext. 2251 (direct booking) and 2144

  Reservations must be made directly with the hotel selected by **15 October 2015**. After this date, the hotels cannot guarantee the special rate or the availability of rooms. Please use the attached form to make a reservation.

  5. Entry requirement for Ecuador

  Nationals of the following countries must have a visa to enter Ecuador as tourists: Afghanistan, Bangladesh, Eritrea, Ethiopia, Kenya, Nepal, Nigeria, Pakistan and Somalia. Nationals of other countries do not need a visa to enter Ecuador as tourists for a stay of up to 90 days. Chinese nationals do not need a visa, but they must meet a series of special requirements in order to enter Ecuador. Cuban nationals must have a letter of invitation to gain entry but do not need a visa.

  6. Local transport

  Meeting participants are responsible for their own transportation between the airport and the hotel. Taxis are available at the international airport. Delegates are advised to use official taxis. **The average fare from the airport is US$ 30.**

  On the days of the meeting, transport to and from the selected hotels and the meeting venue is provided. A schedule for this service can be requested during check-in at the hotel.

  7. Registration of participants

  An **online** registration system will be available on the ECLAC website, [http://www.cepal.org/ceacepal](http://www.cepal.org/ceacepal), starting 1 October 2015.

  Registration of delegates will take place on the **ground floor** of the UNASUR Building **from 3 p.m. on Monday 16 November**. Participants will be issued identification badges, which, for security purposes, must be shown at all meetings.

  For further information on accreditation, please contact Paula Warnken (paula.warnken@cepal.org, (+56) 2 2210 2651) or Paula Fuenzalida (paula.fuenzalida@cepal.org, (+56) 2 2210-2634).
Registering through the online system does not exempt delegations from the requirement to provide official notification of the name of the head of delegation and all accompanying members.

National delegations should inform their respective embassies in Ecuador that they will be attending the meeting.

8. Opening session

The opening session will start at 9 a.m. on Tuesday 17 November 2015.

9. Internet

The offices and conference rooms set aside for the meeting will have wireless Internet access (Wi-Fi).

10. Languages

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

11. Medical services

The Government of Ecuador will provide first aid services in case emergency medical assistance is required at the meeting venue.

12. Documents

As the meeting documents become available, they will be accessible on the website http://www.cepal.org/ceacepal. Printed copies will not be distributed.