# INTER-AMERICAN COMMITTEE AGAINST TERRORISM (CICTE)

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| TWENTY-THIRD REGULAR SESSION OF CICTE  17-18 May 2023  Ministry of Foreign Affairs - Tlatelolco Building  Plaza Juárez 20 Col.Centro 06010  Mexico City, Mexico | OEA/Ser.L/X.2.23  CICTE/INF. 1/23 rev. 1  26 April 2023  Original: Spanish |

**INFORMATION BULLETIN**

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| ***Delegations may obtain the documents from:***  [*Twenty-third regular session of CICTE*](https://www.oas.org/es/sms/cicte/sesiones/ordinarias/2023/) |  |  |

1. **Meeting Details**

The twenty-third regular session of the Inter-American Committee against Terrorism (CICTE) will be held in person, with the possibility of virtual participation, on May 17 and 18, 2023, in Mexico City.

The meeting will take place in Sala Morelos, sections A, B and C, on the 1st floor of the Tlatelolco Building, located in Plaza Juárez 20 Col. Centro 06010, Mexico City, headquarters of the Mexican Ministry of Foreign Affairs.

Participants may connect virtually via the KUDO videoconferencing platform if they prefer.

## Technical and logistical coordination

Technical coordination will be carried out by the Executive Secretariat of CICTE.

Contact: Executive Secretariat of CICTE

Phone: +1 (202) 370-5449

Email: [cicte@oas.org](mailto:cicte@oas.org)

On behalf of the OAS, logistics for the meeting will be handled by the Department of Conference and Meeting Management (DGCR).

Contact: Gloria Uribe

Phone: +1 (301)825-4993

E-mail: [GUribe@oas.org](mailto:GUribe@oas.org)

On behalf of Mexico, logistical aspects of the meeting will be handled by the Ministry of Foreign Affairs.

Contact: Alejandra Mata and Liliane Mendoza

Directorate-General for the United Nations

Phone: +52 (55)36865100 ext. 7264 and 7322

E-mail: [amata@sre.gob.mx](mailto:amata@sre.gob.mx) and [lmendozas@sre.gob.mx](mailto:lmendozas@sre.gob.mx)

1. **Register of Participants**

All participants must register through the following form, preferably before May 1, 2023. Please indicate on the form whether you will participate in person or virtually.

[**https://forms.office.com/r/VMEMibf7B2**](https://forms.office.com/r/VMEMibf7B2)

Depending on the capacity of the meeting room and the platform, Member States’ delegations may include up to three in-person participants, up to three virtual participants using the “participant” link (with access to camera and microphone), and up to three virtual participants with the “viewer” link (without access to camera and microphone).

Delegations of Permanent Observer States, international organizations and other invited organizations may include up to two in-person participants, and up to two virtual participants with either the “participant” link (with camera and microphone access) or with the “viewer” link (without camera and microphone access).

1. **In-person participation**

Participants who will attend in person will be given an identification badge with the event details, which they must carry at all times during the meeting. The delivery of the identification badges will take place on May 17 starting at 7:00 am, at the main entrance of the Ministry of Foreign Affairs (please use the entrance through Avenida Juárez).

For security reasons, an official identification is required for the delivery of identification badges.

**(b) Virtual participation**

When entering the KUDO platform, representatives participating virtually must register using the name of the country or organization they represent, followed by their first and last name in parentheses. Example: Mexico (Pedro Gómez).

Representatives who will participate virtually must connect to the session 1 hour before the session starts to test the platform (video and microphone).

To connect to the sessions virtually, please use the following links, which should not be shared:

**Wednesday, 17 May**

Link for duly accredited participant (with access to turn on camera and microphone)

[**https://live.kudoway.com/ad/220117053730**](https://live.kudoway.com/ad/220117053730)

**Meeting ID: 220117053730**

Accredited viewer link (no camera and microphone access)

[**https://live.kudoway.com/br/110111901378**](https://live.kudoway.com/br/110111901378)

**Meeting ID: 110111901378**

**Thursday, 18 May**

Link for duly accredited participant (with access to turn on camera and microphone)

[**https://live.kudoway.com/ad/220111380596**](https://live.kudoway.com/ad/220111380596)

**Meeting ID: 220111380596**

Accredited viewer link (no camera and microphone access)

[**https://live.kudoway.com/br/110118006955**](https://live.kudoway.com/br/110118006955)

Meeting ID: 110118006955

The following link contains instructions on how to connect to the KUDO platform:

<http://scm.oas.org/pdfs/2020/KUDOspanish.pdf>

Please note the following recommendations to facilitate access to the platform:

* Verify with their respective technology departments that the domains kudoway.com and live.kudoway.com are added to the firewall and mail server whitelist.
* Connect via Chrome browser, preferably from a computer or laptop.
* Disconnect from any VPN network.
* Use the e-mail address you entered in your record.
* Have a good internet connection.

## Test Session

To familiarize participants and panelists with the platform, a test session is scheduled for May 12, between 11:00 am and 1:00 pm Washington, DC time.

It is recommended that those who will participate in the meeting virtually and who will be taking the floor, as well as those who will be responsible for presentations during the panels, log into this test session.

To access the test session, please use the following link:

[**https://live.kudoway.com/ad/220112612771**](https://live.kudoway.com/ad/220112612771)

**Meeting ID: 220112612771**

If you require technical assistance, please send a message or call via WhatsApp at +1 (301) 825 -4993.

## Accommodation

## The Mexican Ministry of Foreign Affairs has negotiated preferential rates at two (\*) hotels near the meeting venue. Each participant must manage their booking directly through the contact details provided below. Each participant shall cover his/her accommodation costs and any other expenses arising therefrom.

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| **HOTEL** | **TYPE OF ROOM** | **RATE** | **CONTACT** |
| **(\*)Hotel Fiesta Inn**  **Centro Histórico**  Address: Av. Juárez 76, Colonia Centro, Centro, Cuauhtémoc, 06010 Mexico City  5-minute walk to the event venue | Simple | $ 1, 400 mxn **(US$ 77.6)** + breakfast buffet $230 mxn **(US$ 12.75)** additional. | Fernanda Martínez Ortega  Sales Executive  T. 555 130 29 00  [ventasficen@posadas.com](mailto:ventasficen@posadas.com) |
| **(\*) Hotel One Ciudad de México Alameda**  Address: Av. Juárez 88, Colonia Centro, Centro, Cuauhtémoc, 06040 Ejido del Centro, Mexico City  5-minute walk to the event venue | Simple | $ 1, 300 mxn **(US$ 72.1)** with complimentary breakfast | Fernanda Martínez Ortega  Sales Executive  T. 555 130 29 00  [ventasficen@posadas.com](mailto:ventasficen@posadas.com) |
| **Barceló** Mexico Reforma  10-minute walk to the event venue | Simple top  Superior Single Executive | $ 2, 400 mxn **(US$ 133.00)** + breakfast included  $ 2, 700 mxn **(US$ 150.00)** + breakfast included | Av. Paseo de la Reforma 1, Tabacalera, Cuauhtémoc, 06030 Mexico City, CDMX.  <https://www.barcelo.com/en-us/barcelo-mexico-reforma/> |
| **Threshold,** Curio Collection by Hilton |  | Non-negotiated rate | C. de Venustiano Carranza 69, Centro Histórico de la Ciudad de México, Centro, Cuauhtémoc, 06000 Mexico City, CDMX  <https://www.hilton.com/en/hotels/mexubqq-umbral/> |

It is important to note that the rooms will be assigned by the hotels in strict order of reservation. Cancelations and changes required by each guest will be subject to the rules and policies of each hotel. When making the reservation, please indicate that you are part of the CICTE event organized by the Ministry of Foreign Affairs.

## Working languages and documents

The twenty-third regular session of the Inter-American Committee against Terrorism (CICTE) will be held in the four official languages of the OAS: English, French, Portuguese and Spanish. Simultaneous interpretation will be available in these languages.

For virtual participants, the preferred language can be selected from the KUDO videoconferencing platform by clicking on the button at the bottom left.

The documentation for the meeting will be available at the following link:

<https://www.oas.org/es/sms/cicte/sesiones/ordinarias/2023/>

## Communications

Internet access will be available at the meeting site.

## Entry and exit requirements from the country

At this time, participants attending in person are not required to present any health or other documents as a preventive measure in the face of the COVID-19 Pandemic.

To enter Mexico, all foreign citizens must have a valid passport with a minimum validity of six months. The requirements for entry to Mexico can be found in the following document:

## <https://www.inm.gob.mx/pdf/INFORMACION_REQUISITOS_PARA_ENTRAR_A_MEXICO.pdf>

Foreign citizens whose nationality requires a visa to travel to Mexico, but who have one of the following documents, may enter Mexico without a Mexican visa:

* Valid and current multiple entry visa from Canada, the United States of America, Japan, the United Kingdom of Great Britain and Northern Ireland or any country belonging to the Schengen area.
* Permanent resident card in Canada, Japan, the United Kingdom of Great Britain and Northern Ireland, the United States of America or any country belonging to the Schengen area or to countries that are members of the Pacific Alliance.
* APEC Business Travel Card (ABTC), approved by Mexico.

To verify whether a visa is required to enter Mexico, with ordinary, official or diplomatic passports, please consult the following links:

## Ordinary passports:

## <https://www.gob.mx/cms/uploads/attachment/file/695339/Enero_2022.pdf>

## Official passports:

## <https://www.gob.mx/cms/uploads/attachment/file/672397/Lista_R_gimen_no_ordinario_sep_2021.pdf>

If you require a visa to enter Mexico, please consult the requirements for applying on the website of the Mexican embassy or consulate that corresponds to your place of residence.

## Reception at the airport

The General Directorate for Protocol of the Ministry of Foreign Affairs of Mexico will have officials to assist with any difficulties that may arise upon the arrival of participants to Mexico City International Airport “Benito Juárez” (AICM), Terminal 1 or 2. It is therefore important that participants share their itinerary by means of a note verbale addressed to the General Directorate for Protocol, with a copy to the General Directorate for the United Nations of the Mexican Ministry of Foreign Affairs and the Mexican Mission to the OAS: dgprotocolo@sre.gob.mx, [dgonunidas@sre.gob.mx](mailto:dgonunidas@sre.gob.mx), and mexico.oea@sre.gob.mx, by May 10, 2023.

Transportation for participants from the airport to the host hotel will be financed by the Government of Mexico. Upon receiving the respective itineraries, the Ministry of Foreign Affairs will send the information of the taxi company that will offer the transport upon arrival at the International Airport of Mexico City.

## Medical Assistance

The Ministry of Foreign Affairs has a general medical service if required. A medical ambulance service will also be available at the venue of the event. Participants are responsible for the costs of any medical care. It is recommended that participants have medical insurance with international coverage of major medical expenses.

## General Information

1. **Volt**

Standard voltage is 120V and frequency is 60Hz.

1. Climate

The average daily maximum temperature in Mexico City in May is 21 to 22 degrees Celsius (69.8 to 71.6 degrees Fahrenheit), with generally rain showers in the afternoon.

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