**Information Bulletin**

Fourth Specialized CIDI Meeting of High-Level Cooperation Authorities

Optimizing cooperation and partnerships for development in the Americas

OAS Headquarters (Main Building (MNB), Simon Bolivar Room)

17th Street and Constitution Ave., Washington, DC 20006, USA

April 18 and 19, 2024

1. **VENUE:**

The Fourth Specialized CIDI Meeting of High-Level Cooperation Authorities will be held in-person on April 18 and 19, 2024, between the hours of 9:00 am and 5:00 pm at the OAS General Secretariat Main Building (MNB), Simon Bolivar Room, located on the corner of 17th Street and Constitution Ave., N.W., Washington, D.C. 20006, USA.

1. **COORDINATION:**

**Substantive Coordination:**

**Kim Osborne**

Executive Secretary for Integral Development

Executive Office of the Executive Secretary for Integral Development, SEDI

Email: kosborne@oas.org

All inquiries about the substantive aspects of the meeting should be directed to:

sedi@oas.org, cooperanet@oas.org and cc: Lserrano@oas.org.

1. **ACCREDITATION:**

The delegations of the OAS Member States, and Permanent Observer States must send their accreditation letters electronically to the following email address **by** **March 15, 2024**:

Organization of American States

Executive Office of the Executive Secretary for Integral Development, SEDI

Technical Cooperation Section

Email: sedi@oas.org, cooperanet@oas.org and Lserrano@oas.org.

**For the delegations of the OAS Member States and permanent observers, this letter of accreditation must be sent through their Permanent Mission to the OAS.**

If the delegation is made up of more than one member, please **designate a head of delegation** (titular delegate) and indicate **his/her alternates** in case the head of delegation is unable to participate.

Each delegation may be made up of a maximum of eight (8) delegates who will be present during the plenary sessions of the Meeting. As for Permanent Observer States and special guests, a maximum of two (2) delegates may participate.

1. **REGISTRATION OF PARTICIPANTS:**

In addition to the respective letters of accreditation, all participants, including delegates from Member States, must also register by filling out the registration form found at the following link: [REGISTRATION FORM](https://forms.office.com/Pages/ResponsePage.aspx?id=Iz_cTwYVdUGVjDeZnO4JQeW_-2TG8qpBjK4q9M5_qZJUQU9IUkI2SzlYWTVNQTlISDZLVzRYR0lGUS4u) and send it by **March 15, 2024**.

1. **LOGISTICS AND TRAVEL**
2. **Funding.**

Each delegate is responsible for his/her own travel expenses.

1. **Air transportation**

It is recommended that participants make their travel reservations as soon as possible, with the assistance of their travel agencies or directly with their preferred airlines.

The closest airport to Washington DC is the Ronald Reagan Airport (DCA) which is located 15 minutes outside the city. A taxi to downtown costs approximately $30 USD and it is also possible to take the Blue/Yellow Line of the DC Metro.

The International Airport of Washington-Dulles (IAD) is another option. It is located 50 minutes from the city center. The cost for a taxi to downtown is approximately $75 USD and it is also possible to take the Silver Line of the DC Metro.

Each delegate is responsible for making their own local transportation arrangements between the airport and their hotel. We suggest that delegations contact their Permanent Mission to the OAS.

1. **Entry requirements to the United States**

The U.S. Government requires all travelers to have a passport valid for at least six-month after their date of travel. Some countries also require a valid visa. Participants are responsible for meeting visa requirements established by the U.S.

For more information, please visit: <https://travel.state.gov/content/visas/en.html>.

1. **Lodging**

Each participant is expected to make their own lodging arrangements. We recommend securing a hotel room at your earliest convenience to take advantage of favorable rates.

To facilitate hotel reservations, the OAS has negotiated preferential rates for those traveling at the following hotels.

|  |  |  |
| --- | --- | --- |
| **Suggested hotel** | **OAS Preferred Rates for individual rooms (1 to 9 rooms)** | **Distance between the Hotel and the****OAS-Headquarters****Main Building (MNB)** |
| **[State Plaza Hotel](http://www.stateplaza.com/)**2117 E Street NWWashington DC, 20037United States of America | 10% off the best available rates for GS/OAS from January 1, 2024, until December 31, 2024.(Add $20/night for each additional guest in room)To book individual rooms (1 to 9 rooms) with OAS preferred rates go to <https://www.stateplaza.com/> and enter code “OAS” under booking code; or contact David Manalang at 1.800.424.2859 or at dmanalang@stateplaza.com and refer to the OAS code “S1047” to guarantee the preferred rate. | 0.6 mile |
| **[Hotel Hive](https://hotelhive.com/)**2224 F St NW,Washington, DC 20037United States of America | March 1 - June 30, 2024$199 fee per night + 14.95% taxTo book individual rooms (1 to 9 rooms) with OAS preferred rates use the following [link](https://reservations.hotelhive.com/?adult=1&arrive=2023-11-03&chain=22582&child=0&currency=USD&depart=2023-11-04&hotel=40986&level=hotel&locale=en-US&promo=NEGOAS&rooms=1) or contact Hotel Hive Information at info@hotelhive.com and cc: Cresma Reotutar at creotutar@modushotels.com. | 0.7 mile |
| **[The River Inn](https://www.theriverinn.com/)**924 25th St NW, Washington, DC 20037United States of America | March 1 - June 30, 2024$229 fee per night + 14.95% taxTo book individual rooms (1 to 9 rooms) with OAS preferred rates use the following [link](https://mcas-proxyweb.mcas.ms/certificate-checker?login=false&originalUrl=https://nam10.safelinks.protection.outlook.com.mcas.ms/?url%3Dhttps%253A%252F%252Freservations.verticalbooking.com%252Freservations%252Fgruppo_index.html%253Fid_stile%253D13421%2526lingua_int%253Dusa%2526id_gruppo%253D17375%2526dc_gruppo%253D6908%2526generic_codice%253DNEGOAS%26data%3D05%257C01%257CMSpinaci%2540oas.org%257Cd8b07b98496e4597ea9508daf983ad17%257C4fdc3f2315064175958c37999cee0941%257C0%257C0%257C638096641531041113%257CUnknown%257CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%253D%257C3000%257C%257C%257C%26sdata%3DidRxSYoq3sdEctIDv36WKWRsDMvvKzp4hDq7qaR9l1E%253D%26reserved%3D0%26McasTsid%3D20893&McasCSRF=2f3edd6412edcd489252f60686232673ed6edec16bfb87718ae1ee5ad2e903fe) or contact River Inn Reservations at reservations@theriverinn.com and cc: Cresma Reotutar at creotutar@modushotels.com. | 1.1 miles |
| **[Hotel Placemakr](https://www.placemakr.com/) Placemakr Experience**2500 Pennsylvania Ave NW, Washington, DC 20037United States of America | March 1 - June 30, 2024$229 fee per night + 14.95% taxTo book individual rooms (1 to 4 rooms) with OAS preferred rates contact to Sales Manager Vivian Cohencious at vcohencious@placemakr.com or 703-909-4327 with special requests and VIP bookings. | 1.3 miles |

**Other hotel options**

The rates provided below are approximate and may vary depending on availability.

|  |  |  |
| --- | --- | --- |
| **Other hotel options** | **Approximate Rates** | **Distance between the Hotel and the****OAS-Headquarters****Main Building (MNB)** |
| **[Beacon Hotel and Corporate Quarters](http://www.reservations.com/hotel/beacon-hotel-and-corporate-quarters?gclid=Cj0KCQjwqvvLBRDIARIsAMYuvBF0FonWZjo8Zo42L6t11UFs3XA5L1mMPJ5k0qa93noJ4JPbVBKqyXgaAn7YEALw_wcB)**1615 Rhode Island Avenue NW, Washington, DC 20036 | $234 + 14.95% tax + $30 service fee per nightBreakfast not included.Free Wi-Fi | 1.0 mile |
| **[The Saint Gregory Hotel](https://www.stgregoryhotelwdc.com/?gclid=Cj0KEQjwn6DMBRC0p7P_lKu8opgBEiQAdm0J48U4sd1oBiHjnnOmo_iEmImGo9nUiZamf5x63Sx-9awaAp398P8HAQ)**2033 M Street NWWashington, DC 20036 | $317 + 14.95% tax + $34.5 fee per nightBreakfast not included.Free Wi-Fi | 1.2 miles |
| **[ARC The Hotel](https://www.archoteldc.com/)**824 New Hampshire Ave NW, Washington, D.C. 20037 | $277 + 14.95% tax per night.Breakfast not included.Free Wi-Fi | 1.0 mile |
| **[The Washington Plaza Hotel](http://www.washingtonplazahotel.com/?gclid=Cj0KEQjwqvvLBRDIt-D7q7iqiOcBEiQAxi68EekBm0Rogar0HB3TKSe9PMp0gKNXlVrwSR2o8XELw6EaAoIo8P8HAQ)**10 Thomas Circle NWWashington, DC 20005 | $255.79 + 14.95% tax per night.Breakfast not included.Free Wi-Fi | 1.2 miles |
| **[Holiday Inn Hotel](https://www.holidayinn.com/hotels/us/en/washington/wasct/hoteldetail?qAdlt=1&qBrs=6c.hi.ex.rs.ic.cp.in.sb.cw.cv.ul.vn.ki.sp.nd.ct&qChld=0&qFRA=1&qGRM=0&qIta=99504425&qPSt=0&qRRSrt=rt&qRef=df&qRms=1&qRpn=1&qRpp=20&qSHp=1&qSmP=3&qSrt=sBR&qWch=0&srb_u=1&icdv=99504425&sicreative=139443885031&siclientid=9947&sitrackingid=715652215&dp=true&glat=SEAR)**1501 Rhode Island Avenue, Washington, DC 20005 | $269.32 + 14.95% tax per night.Breakfast included.Free Wi-Fi | * 1. miles
 |

1. **Transport in Washington DC Metro Area**

Uber and Lyft:

The Uber and Lyft transport system are functional and trustworthy in the DMV area, both are available through their respective applications.

Cab Companies:

The following cab/taxi companies are trustworthy:

Yellow Cab: +1-(202) 546-7900

Red Top Cab: +1-(703) 522-3333

Metro:

To access the interactive map of the DMV Metro System, visit the next link: <https://www.wmata.com/schedules/maps/>. The stations close to Main Building (MNB) of the OAS:



1. **SERVICES PROVIDED DURING THE MEETING**
2. **Languages and Documents**

Simultaneous interpretation into English, Spanish, Portuguese, and French will be available at the Fourth Specialized CIDI Meeting of High-Level Cooperation Authorities.

Documents will be circulated among all participants in advance. Please note that no printed documents will be handed out at the meeting to reduce paper waste and protect the environment. WI-FI will be available for participants to download all working documents on their laptop or tablet. We also recommend downloading the documents in advance.

1. **Internet, Coffee Station, and Meals**
* WIFI Internet: the network and password will be provided at the beginning of the event.
* A coffee station will be available outside the meeting room.
* A light lunch will be served outside the meeting room on both days of the meeting.
1. **ADDITIONAL INFORMATION**

Should you require additional information, please do not hesitate to contact SEDI’s Technical Cooperation Section, attention Ms. Luz Angela Serrano [Lserrano@oas.org; 202-370-5084; cc cooperanet@oas.org]

1. **OTHER USEFUL INFORMATION ABOUT WASHINGTON DC**
2. **Weather**

In the month of April temperatures are still fairly mild with daytime highs in the low to mid-60s F (about 17 C) while early morning lows are mostly in the mid-40s F (about 7 C). Some days can see mild temperatures rising into the low to mid-70s F (23-24 C).

1. **Time Zone**

The official time in Washington DC in April is 5 hours behind the Greenwich Mean Time (-5 GMT). The Washington DC Time is in the Eastern Time Zone (EST) in the United States of America.

1. **Electric Current**

In the United States the domestic electrical energy is 110 volts. Plugs are American type, with two flat entry pins (Type A Plug) or with a ground round pin (Type B Plug). It is recommended to bring an adaptor.

1. **Tourism**

Washington DC attracts travelers from all around the world. For more information on touristic sites in the Capital, please visit <https://washington.org/> to plan your visit should you decide to arrive prior to or leave after the meeting.