**Information for Participants**

**WMO Meeting of the Expert Team on Telecommunications Infrastructure**

**Brasilia, Brazil, 18 - 21 March 2014**

**1. WORKSHOP Venue**

The WMO Meeting of the Expert Team on Telecommunications Infrastructure will be held at the premises of the Brazilian National Meteorological Institute – INMET, located in Brasília, Brazil.

The Workshop will be conducted in English only.

* **ADDRESS of Instituto Nacional de Meteorologia (INMET)**

Instituto Nacional de Meteorologia - INMET

Eixo Monumental - Via S1

Sudoeste

Brasília – DF; Brazil

Zip code: 70.680-900

Location:<https://maps.google.com.br/maps?q=inmet&ie=UTF-8&ei=gDASUq-8EeT54APigYGgAw&ved=0CAoQ_AUoAg>

* **LOCAL FOCAL POINT**

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* **LOCAL secretariat FOCAL POINT**

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**2. Hotel Information**

No block reservation has been made for this event, for that reason reservations need to be made directly by each participant. All hotels require credit card information to guarantee reservations. We advise you to contact one of the suggested hotels (listed below) as soon as possible in order to guarantee availability.

**Kubitschek Plaza Hotel**

SHN Quadra 2, Bloco E - Asa Norte, Brasília - DF, 70702-904

Contact: +55 (61) 3319-3543

E-mail: reservaskubitschek@plazabrasilia.com.br

[<http://www.kubitschek.com.br/>](http://www.accorhotels.com/pt/hotel-3632-mercure-brasilia-eixo-hotel/index.shtml)

**Garvey Park Hotel**

SHN Quadra 2 Bloco J, Asa Norte, Brasília - DF, 70702-909

Contact: +55 (61) 3329-8400 / 3327-9064

Fax: +55 (61) 3326-4170

E-mail: reservas@garveyparkhotel.com.br

[http://www.garveyparkhotel.com.br](http://www.garveyparkhotel.com.br/)

**Naoum Plaza Brasília**

SHS Quadra 05 Bloco H, Asa Sul, Brasília - DF, 70332-914

Contact: +55 (61) 3322-4545

Fax: 3322-4949

Email: reservas@naoumhoteis.com.br

[http://www.naoumplaza.com.br](http://www.naoumplaza.com.br/)

**Bristol Hotel**

SHS Quadra F Bloco F, Asa Sul, Brasília - DF, 70332-908

Contact: +55 (61) 3204-6162

Fax: +55 (61) 3321-2690

E-mail: reservas@bristolhotel.com.br

[www.bristolhotel.com.br/](http://www.bristolhotel.com.br/)

**3. Airport Access Information**

Brasilia’s Juscelino Kubitschek International Airport is situated in the southern part of the city and has easy access to Brasilia's downtown, where most major hotels are located. Taxi service is provided, linking the airport to the main hotels. The average cost of the trip (Airport-Hotel) is around US$ 20.00.

There is also an executive shuttle bus service from the airport to the Hotel Sectors (Setor Hoteleiro). Boarding takes place on the lane in front of landing gates 4 and 5. The fare is BRL 8,00 and the payment, in cash only, is made directly inside the bus. Departures are every 30 minutes starting from 6:30 am to midnight during working days and from 06:30 to 23:00 on Saturdays and Sundays.

The journey from the airport to the hotel via executive bus normally lasts about 30 minutes.

**4. Visa Requirements**

Citizens from certain countries will require an entry visa to Brazil. Being the case, please contact your nearest Brazilian Embassy or Consulate.

General requirements for a visa, among others, include a valid passport for at least six months from the date of arrival, one passport size photograph and a round trip ticket issued. Most international airlines can advise on visa requirements.

As visas are not provided at Brazilian entry airports, please make sure to obtain the visa before your departure.

**5. brazilian Currency**

The Brazilian monetary unit is the **Real** (R$ or BRL).

The exchange rate is daily updated and available to visitors through newspapers publications and several websites, such as the Brazilian Central Bank – [*www.bacen.gov.br*](http://www.bacen.gov.br), along with the daily commercial dollar rate used in official international business transactions (As of 15/08/2013, USD 1,0 = BRL 2,30).

Cash and traveler checks, especially in US Dollars, can be exchanged at most banks or money exchange houses. All major credit cards are accepted in Brazil.

**6. TIPPING**

Hotels: hotels generally include service charges (usually 5 %) on the bill.

Restaurants: the service charge is often found on the bill as a "suggestion". In Brazil the norm remains 10 per cent.

Taxis: taxi drivers do not expect tips, although most passengers will round the fare up if satisfied with the service.

**7. LANGUAGE**

The spoken language in Brazil is Portuguese. English is the predominant foreign language taught in schools, however it is not spoken widely by the majority of the population. Spanish, if spoken slowly, is understood by a good percentage of the population.

**8. Time Zone**

Brasilia’s local time is 3 (three) hours earlier considering the standard Greenwich Mean Time or UTC. From October through February clocks in Brasilia will be advanced by one hour due to daylight savings time.

**9. Electricity**

The electrical power in Brasilia is 220 volts, 60 Hz.

The electrical outlets in Brazil follow a new standard, implemented in 2011. However in many places the world outlet model is still in use.

For easy reference, please see the image below:



**10. COMMUNICATIONS**

Brasilia has an excellent telecommunications system that links Brasilia to the rest of Brazil and the world. Direct dial and collect calls can be placed from any telephone. Pay phones nay be found throughout the city and operate with telephone cards.

The International Direct Dial (DDI) code for Brazil is **55** and the city code for Brasilia **61**. To place a domestic call, dial 0 + operator code + area code + phone number. To place an international call, dial 00 + operator code + country code + area code + phone number.

The operator codes, are freely chosen by users, such as: 15 (VIVO), 21 (EMBRATEL), 23 (INTELIG), 25 (GVT), 41 (TIM), etc.

**11. Climate**

Brasília is located at about 1.000 m above sea level and has a well-defined rainy season: the dry season (May to September) and the rainy season (October to April).

*Brasília - Climate Information*

|  |  |  |  |
| --- | --- | --- | --- |
| Month | Average Temperature ºC | Average Rainfall (mm) | Average Number of Rainy Days |
| Daily Minimum | Daily Maximum |
| March | 17.5 | 27.1 | 188.9 | 16 |

**12. Required vaccination for international travelers headING to Brazil**

Travelers from certain countries are required to be vaccinated against **Yellow Fever** and present a valid International Certificate of Vaccination at the entry airport. Individual with special medical conditions that are unable to take the vaccine must present an International Certificate of Vaccination Exemption and a medical report supporting that condition.

Participants are advised to contact health authorities in their respective countries to certify of the vaccination requirements.

Keep in mind that the yellow fever vaccination must be taken at least 10 days before the departure date.