

March 2004



منظمة الأغذية  
والزراعة  
للأمم المتحدة

联合国  
粮食及  
农业组织

Food  
and  
Agriculture  
Organization  
of  
the  
United  
Nations

Organisation  
des  
Nations  
Unies  
pour  
l'alimentation  
et  
l'agriculture

Organización  
de las  
Naciones  
Unidas  
para la  
Agricultura  
y la  
Alimentación

## LATIN AMERICAN AND CARIBBEAN FORESTRY COMMISSION

### TWENTY-THIRD SESSION

San Jose, Costa Rica, 18-22 October 2004

### INFORMATION NOTE

#### Place and dates

1. At the kind invitation of the Government of the Republic of Costa Rica, the 23rd Session of the Latin American and Caribbean Forestry Commission (LACFC) will be held in the city of San Jose, from 18 to 22 October 2004, in the Salón Chirripó of the Hotel Tryp Corobicí, located on the Autopista General Cañas, Tel: (506) 2328122, Fax: (506) 2315834, E.mail: [yviquez@melia.co.cr](mailto:yviquez@melia.co.cr) , Internet address: <http://www.solmelia.com>
2. Participants should arrive at Juan Santamaría international airport, located 17 km from San José. Those participants wishing to be met at the airport should send their flight number, date and time of arrival, in advance, to the organizers, who will arrange for their transfer to the hotel.
3. The Opening Session will take place at 09.00 hours on Monday, 18 October.

#### Communications

4. All correspondence related to the **Session** should be addressed to the Commission Secretary as follows.

Mr. Carlos Marx Carneiro  
Commission Secretary  
Senior Forestry Officer  
FAO Regional Office for Latin America  
and the Caribbean  
Casilla 10095  
Santiago, Chile

Tel: (56-2) 337-2214  
Fax: (56-2) 337-2101  
E.mail: [Carlos.Carneiro@fao.org](mailto:Carlos.Carneiro@fao.org)

5. Correspondence related to **hotel reservations** and **airport reception** should be addressed to:

Mr. Jorge Eduardo Rodríguez Quiroz  
Sistema Nacional de Areas de Conservación (SINAC)  
Apartado 10.104  
1000 San José, Costa Rica

Tel: (506) 283-7654  
Fax: (506) 283-7118  
E.mail: [jrodrig@racsa.co.cr](mailto:jrodrig@racsa.co.cr)

### **Registration**

6. Registration of participants will take place on Sunday 17 October, from 17.00 to 19.00 hours, and on Monday, 18 October, from 08.30 to 09.00 hours, at the Tryp Corobicí Hotel. Participants are kindly requested to send the attached **Enrolment Form** before **15 September 2004**.

### **Lodging**

7. Rooms have been reserved at the Tryp Corobicí Hotel (where the LACFC will be held). The rate for participants in a single room is US\$76.50 + 16.39% tax, and US\$51.50 + 16.39% tax per person, sharing a double room. Both rates include breakfast and lunch buffet, transfer airport/hotel/airport, use of installations and the Spa.

### **Languages and documentation**

8. The working languages of the Commission meeting will be Spanish, English and also French if a French-speaking Member Nation participates. Simultaneous interpretation and documents will be provided in these languages. Documents will be distributed to the Member States before the session and **participants are kindly requested to bring them to the meeting, as there will only be a limited number of copies available**.

Documents will also be available at the Web site of the FAO Regional Office:  
<http://www.rlc.fao.org/organos/coflac/2004/defaulte.htm>

### **Entry Formalities**

9. Participants attending the event should contact the Embassy or Consulate of Costa Rica regarding entry formalities. For more information, it is suggested to visit the Internet site of the Ministry of Foreign Affairs, which makes reference to General Guidelines on Visas for non-residents: <http://www.rree.go.cr/promocion/index.php?stp=133&langtype=&SID=&Embajada=>

### **Foreign exchange**

10. The local currency is the Colón. Payment of hotel, meals and taxis can be made in local currency, although payments in US dollars are also accepted. American Express, Visa, Master Card and Diners Club are accepted in tourist locations, shops and at the Tryp Corobicí Hotel. At the time of preparing this information note, the exchange rate was US\$1 = ¢ 432.97. Further information can be obtained from the following Internet site: <http://www.xe.net/ucc/>

### **Airport tax**

11. The airport tax when leaving the country is US\$26. Payment can be made in local currency or in US dollars.

### **Excursion**

12. On Thursday, 21 October there will be field visits with technical guides. Since October is the rainy season in Costa Rica, and the excursion will take place in wooded areas, it is recommended that participants wear boots, clothing and a hat suitable for tropical forest walks.

**General information about the country**

13. Located in Central America, the country is bordered to the North by Nicaragua, to the Southeast by Panama, to the West by the Pacific Ocean and to the East by the Caribbean Sea. It is internationally famous for its great diversity and concentration of natural resources, particularly its treasured protected areas. The total population is approximately four million. The country is surprisingly accessible - one can travel from coast to coast in just three hours by car (or 45 minutes by plane). The Caribbean region of Costa Rica stands out for its variety of aquatic ecosystems and its beautiful white and black sand beaches. Further information can be obtained at the following Internet site: <http://www.rree.go.cr/promocion/index.php?stp=136&langtype=>

14. *San Jose*: The Capital of the Republic of Costa Rica is located in the Central Valley and is surrounded by mountains, volcanoes and fertile soils that produce coffee, vegetables, sugar cane, tobacco, beans, maize, fruits and ornamental plants. It offers a wide range of hotels and tourist attractions such as museums, parks, volcanoes, conference centers, and modern commercial centers, among others.

**Climate**

15. Throughout the year, whether in the rainy season (May to October) or in the dry season (December to April), the average temperature in San Jose is 24°C. It has a climate that local people call "*eternal spring*", and it is therefore suggested that participants bring light clothes. Further information can be obtained from the following Internet site: <http://espanol.weather.com/>

**Electricity**

16. Electric power in Costa Rica is 110 V.

**LATIN AMERICAN AND CARIBBEAN FORESTRY COMMISSION**  
**23<sup>rd</sup> SESSION**

San Jose, Costa Rica  
 18–22 October, 2004

**ENROLMENT FORM**

Please complete this form, either typed or in block letters, and send it by E.mail to the LACFC Secretariat: [Nancy.Ayub@fao.org](mailto:Nancy.Ayub@fao.org) or by Fax: (56-2) 3372101 before **15 September, 2004**

Name:

Surname:

Country:

Institution:

Job title:

Address:

Phone: (        )

Fax: (        )

E.mail:

Please make the following reservations at the Tryp Corobicí Hotel from \_\_\_\_\_ to \_\_\_\_\_.

Single room:

Double room:  Name of accompanying person \_\_\_\_\_

Arrival at:

Juan Santamaría International Airport

day \_\_\_\_\_ October, time \_\_\_\_\_ flight \_\_\_\_\_, N° \_\_\_\_\_

Departure from:

Juan Santamaría International Airport

day \_\_\_\_\_ October, time \_\_\_\_\_ flight \_\_\_\_\_, N° \_\_\_\_\_

Enquiries may also be addressed to:

1. Mr. Carlos Alberto Calvo  
 Sistema Nacional de Areas de Conservación (SINAC) Tel: (506) 283-8004  
 Apartado 10.104 Fax: (506) 283-7343  
 1000 San José, Costa Rica E.mail: [carcalvo@minae.go.cr](mailto:carcalvo@minae.go.cr)
  
2. Mrs. Nancy Ayub  
 Secretary Forestry Group Tel: (56-2) 337-2215  
 FAO Regional Officer for Latin America Fax: (56-2) 337-2101  
 and the Caribbean E.mail: [Nancy.Ayub@fao.org](mailto:Nancy.Ayub@fao.org)  
 Casilla 100095  
 Santiago, Chile