

ITU POLICY AND ECONOMIC COLLOQUIUM (IPEC-22) REGIONAL ECONOMIC DIALOGUE RED-AMS

ADMINISTRATIVE CIRCULAR

MEXICO CITY

AUGUST 22 TO 26, 2022

ITUEvents

**ITU Policy and
Economics Colloquium
IPEC 2022
Regional economic
dialogue RED-AMS**

22-26 August 2022
Mexico City, Mexico

Follow us on Twitter @ITUAmericas
Instagram @ituofficial
www.itu.int/go/IPEC2022
#ITUPEC



August 22 to 26, 2022

Table of contents

1. WELCOME.....	6
2. VENUE AND DATE.....	6
3. CONTACT INFORMATION	6
4. REGISTRATION	7
5. ACCOMMODATIONS.....	7
6. TRANSPORTATION	9
By air.....	9
Local transportation.....	9
7. INFORMATION ON ENTERING THE COUNTRY	10
Migration counter	10
Visa	11
8. HEALTH REQUIREMENTS.....	11
IFT Headquarters Building	11
9. GENERAL INFORMATION	12
Special requirements	12
Weather	12
Time zone.....	12
Currency.....	12
Health insurance	13
Electricity	13
Tourist information	13
Tips	13

August 22 to 26, 2022

1. WELCOME

The Federal Telecommunications Institute (IFT) and the International Telecommunications Union (ITU) extend their most cordial welcome to the ITU Policy and Economics Colloquium (IPEC-22) and to the Regional Economic Dialogue RED-AMS, which will be held in Mexico City on August 22nd to 26th, 2022.

The present bulletin provides information on administrative procedures, logistics, and other relevant aspects for all participants.

2. VENUE AND DATE

the ITU Policy and Economic Colloquium (IPEC-22) and the Regional Economic Dialogue RED-AMS shall be held on **Monday, August 22nd to Friday 26th, 2022** at the **Auditorium of the IFT Headquarters Building**, in Mexico City.

- **Address:** Insurgentes Sur 1143, piso 1, Colonia Nochebuena, Benito Juárez, Mexico City, P.C. 03720
- **Phone:** +52 55 5015 4000
- **Website:** <http://www.ift.org.mx>



3. CONTACT INFORMATION

For further logistics information on the meeting, please contact any of the following persons:

August 22 to 26, 2022

IFT CONTACT	CONTACT INFORMATION
Logistics and Coordination Jimena Sierra Navarrete Director of International Relations	Office phone: +52 55 5015 400 ext. 4568 Cell phone: +52 55 3400 8114 E-mail: jimena.sierra@ift.org.mx
Content Diana Gómez Gallardo Deputy Director of International Policy	Office phone: +52 55 5015-400 ext. 4851 Cell phone: +52 55 3273 7433 E-mail: diana.gomez@ift.org.mx
ITU CONTACT	CONTACT INFORMATION
Caroline Brandão Events Coordinator in the Americas	Office phone: +55 61 23122731 E-mail: caroline.brandao@itu.int
Rodrigo Robles ITU General Coordinator Programme Officer	Office phone: +55 61 2312 2735 E-mail: rodrigo.robles@itu.int

4. REGISTRATION

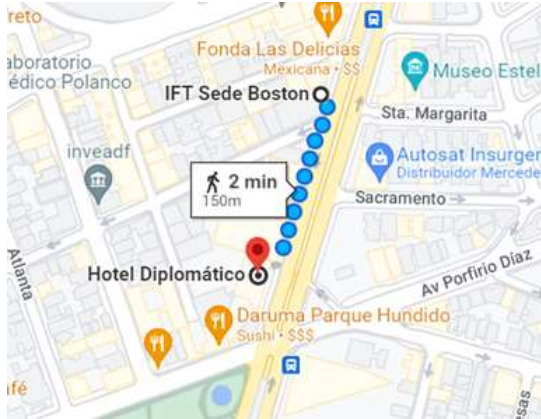
For further information on how to register to attend the event, please visit the ITU website at the following link: www.itu.int/go/IPEC2022

5. ACCOMMODATIONS

For their convenience, participants may choose to stay at the following hotels (rates are for reference only, please check with the hotel directly):

August 22 to 26, 2022

HOTEL DIPLOMÁTICO



Insurgentes Sur 1105 Col. Nochebuena, Benito Juárez, P.C. 03720, Mexico City.

<http://www.eldiplomatico.com.mx>

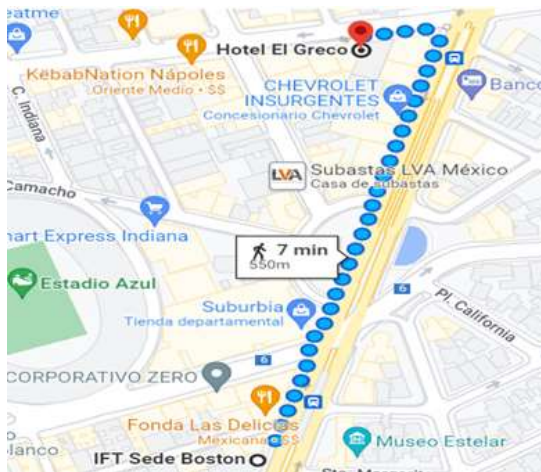
Reservations: +52 800007 3845, ext. 1969

PRICE PER ROOM

Standard 54.75 USD/1,100 MXN

Junior Suite 64.71 USD/1300 MXN

HOTEL GRECO



San Antonio Avenue 22 Colonia Nápoles 03810 Ciudad de México, México

<https://www.hotelesgreco.com.mx/>

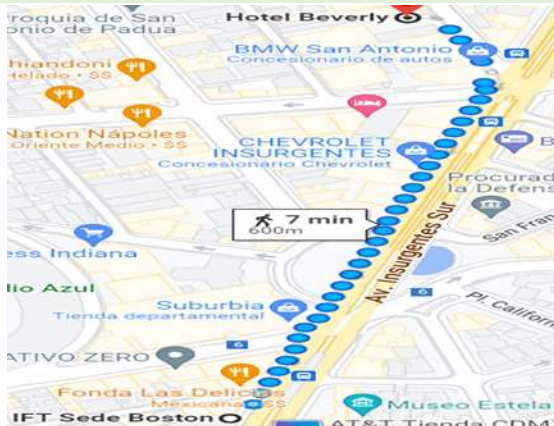
Reservations: +52 55 11 07 17 90

PRICE PER ROOM

Executive 39.86 USD/800 MXN

Matrimonial 42.35 USD/850 MXN

HOTEL BERVELY



Nueva York No. 301, Col. Nápoles, Mexico City, 03810

<https://hotelbervely.com.mx/>

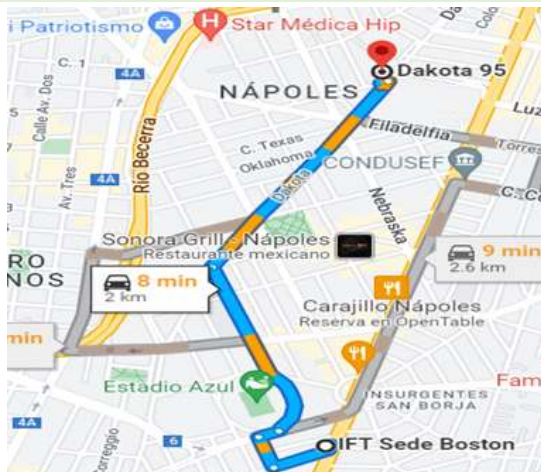
Reservations: +52 55 5523 6065 to 69

PRICE PER ROOM

Junior Suite 67 USD/1350 MXN

Executive 47 USD/950 MXN

HOLIDAY BEL AIR BUSINESS AT WTC



Dakota No. 95, Col. Nápoles, Benito Juárez, Mexico City, 03810

<https://holidayexpresswtc.com/#>

Reservations: +52 800 509 8734

PRICE PER ROOM

Standard 120 USD/1,968 MXN

The reference price uses the monthly average exchange rate of 19.7388 Mexican pesos per U.S. dollar* and may fluctuate depending on the exchange rate set by Banco de México.

*Data taken on June 1, 2022 from the Bank of Mexico website. For further information, please click on the following [link](#).

6. TRANSPORTATION

By air

The airport closest to the meeting's venue is the International Airport Benito Juárez of Mexico City, located at: Capitán Carlos León s/n Col. Peñón de los Baños, Venustiano Carranza P.C. 15620, Mexico City.

We suggest consulting the following website to obtain information on airlines operating in the International Airport of Mexico City: <https://www.aicm.com.mx/>.

Local transportation

Authorized taxicabs from the following companies listed below are recommended:

AUTHORIZED CABS	CONTACT INFORMATION
PORTO TAXI EJECUTIVO	Phone: +52 55 5786-8993 y +52 55 5786-8212 Website: https://www.portotaxiejecutivo.com

August 22 to 26, 2022

SITIO 300 YELLOW CAB	Phone: +52 55 2599-6024 Website: http://www.taxisyellowcab.com _
PRHO TAXI	Phone: +52 55 9000-2976 y +52 55 9000-2977 Email: prhotaxi@gmail.com
CASADEY	Phone: +52 55 6046-2602 y +52 56 1741-9388 Website: http://www.casadey.mx
CONFORT PLUS	Phone: +52 55 5751-5133 y +52 55 5751-4612 Website: http://confort-taxi.com.mx
NUEVA IMAGEN	Phone: +52 55 8421-3701, +52 55 8421-3702 y +52 55 5716-1616 Website: http://taxisaeropuerto.com.mx
SITIO 300	Phone: +52 55 5571-9344 Website: http://sitio300.taxi

7. INFORMATION ON ENTERING THE COUNTRY

Migration counter

Upon arrival in Mexico, the following travel documents must be presented to immigration authorities:

- Valid passport (during stay and upon departure) in conformity with international law. A national identity card is NOT valid for travel to Mexico.
- Multiple Immigration Form (FMM) duly completed (provided by the airline during the flight, or it can be obtained online from the following [link](#)).

Immigration authorities may request foreign nationals to state the purpose of their trip and provide the following travel documents: valid passport, visa (if required), any personal information and data requested, reason for travelling, place of permanent residence, address, and length of stay in Mexico, proof of departure, letters of invitation (if required), hotel bookings, financial means, etc.

August 22 to 26, 2022

Visa

- Official and diplomatic passports: Delegates holding official or diplomatic passports will not be required to obtain a visa to enter Mexico (90-day permission to stay).
- Regular passports: Requirements to apply for a visa can be obtained from the following [link](#).

Countries and regions NOT requiring a visa to travel to Mexico: Please consult the following [link](#).

Countries and regions that DO require a visa to travel to Mexico: Please consult the following [link](#).

These visa requirements may change when you travel to Mexico. Delegates are therefore advised to check current requirements at the nearest Mexican Embassy or Consulate, whose location and business hours can be found at the following [link](#).

Duly registered participants, if so required, may request, through the contact persons previously established, the necessary information to facilitate the visa application procedures to enter Mexico. For further information regarding visas, please contact Jimena Sierra at Jimena.sierra@ift.org.mx

IMPORTANT: As of April 1, 2022, all Colombian nationals must complete a mandatory pre-registration of their trip at the following [link](#).

For further information on entering Mexico, please consult the following [link](#).

8. HEALTH REQUIREMENTS

Mexico has no entry restrictions in the context of the current situation. Nevertheless, entry depends on approval by health and immigration authorities upon arrival, and they may at any time verify if requirements as set forth in applicable legal provisions for immigration have been fulfilled.

IFT Headquarters Building

To prevent and mitigate the risk of infection by COVID-19 in the workplace, the IFT has implemented various actions to ensure the health of staff and visitors, including the following:

- Voluntary temperature monitoring in turnstiles to people with visible symptoms. If the temperature is higher than 38°, the person will be referred to the medical service, which will determine the actions to be taken.

August 22 to 26, 2022

- Voluntary application of antibacterial gel with alcohol upon admission. Antibacterial gel with alcohol is available on all floors and main entrances.
- Mandatory use of masks inside the IFT facilities.
- Constant cleaning and disinfection of IFT areas and office furniture.
- Integral cleaning and disinfection of the air conditioning system, as well as sanitization of air filters.

Note: Given that the pandemic has not yet reached its end, it is important to consider the unpredictability of its development; therefore, any of the requirements established in this document may be modified to adjust to the different situations that may arise to comply with national and international regulations.

9. GENERAL INFORMATION

Special requirements

Attendees with accessibility requirements or those who need special services are kindly requested to contact the IFT contact persons and provide a brief description of their needs so that they can receive suitable assistance on time.

Weather

Summer (June - September). In Mexico City, the prevailing climate is humid and warm, with temperatures fluctuating between 12°C and 25°C. The weather forecast for August 22 to 26 in Mexico City can be checked at the following [link](#).

Time zone

The time zone of Mexico City is Central Daylight Time (CDT), which from April to October shall be 5 hours behind Coordinated Universal Time/Greenwich Mean Time (UTC/GMT -5), as a result of daylight-saving time.

Currency

The currency in Mexico is the Mexican peso (MXN). The reference price uses the monthly average exchange rate of 19.7388 Mexican pesos per U.S. dollar*. Retailers shall not accept any other currency. Delegates are recommended to change their currency for Mexican pesos at foreign currency exchange counters available upon arrival in the airport of Mexico City. Most automated teller machines (ATMs) also take VISA and MasterCard debit and credit cards, among others, for

August 22 to 26, 2022

withdrawal of cash in Mexican pesos. Retailers also accept payment by VISA and MasterCard debit and credit cards.

*Data taken on June 1, 2022 from the Bank of Mexico website, please click on the following [link](#).

Health insurance

If any illness or injury, delegates shall be liable for any expenses incurred when resorting to Mexican medical facilities. They must therefore consider the purchase of travel insurance before leaving for Mexico and ensure they have a suitable level of coverage during their stay in the country.

Electricity

In Mexico the electric current is 110 -120 volts (identical to U.S.A. and Canada). Please bear in mind the following recommendations:

- Multi-voltage devices (laptops, etc.): plug adapter.
- Household appliances 220—240V: plug adapter + step-up transformer.
- Japanese household appliances of 100V: step-down transformer from Japan to the United States.

						
North America Grounded NEMA 5-15	Japan Non-grounded JIS C 8303	Europe German style CEE7/4 Schuko	Europe French style Schuko	Europe/Russia Non-grounded CEE7/16 Europlug	Great Britain Grounded BS-1363	Great Britain "Shaver socket" BS-4573
						
Australia/China Grounded AS-3112	Italy Grounded CEI 23-16	Switzerland Grounded SEV-1011	Denmark Grounded SRAF 1962/DB	Israel Grounded SI 32 (IS 16A-R)	India Grounded BS-546 "Small"	South Africa Grounded BS-546 "Large"

Tourist information

The Mexico City Government provides useful tourist information [sitio web](#), as well as recommendations for [experiences](#) while visiting Mexico City.

Tips

In Mexico, at the discretion of the customer, a tip of between 10% and 15% of the total amount billed in restaurants is normally paid as a tip for table service provided.