

Forum on Cyber security and Third Cyberdrill Applied Learning for Emergency Response Team on Cyber security for the America Region

Bogota, Colombia

August 3-6, 2015

PRACTICAL INFORMATION

1. MEETING DATE AND VENUE

- **Dates:** August 3-6, 2015
- **Venue:** University of the Andes
Address: Cra 1 N° 18A- 12 Bogotá, Colombia
Código Postal: 111711
Telephones: +571 3394949 - +571 3394999
Web: <http://www.uniandes.edu.co/>

2. WELCOME TO COLOMBIA

Colombia is located at North West of South America; Colombia is the only country of the region surrounded by the Pacific Ocean and by the Caribbean Sea. The Colombian's population is approximately 45 million inhabitants which ranks Colombia as the third highest populated country of the region. The territorial extension is the fourth largest of the region. Colombia is well known because of its production of coffee, flowers, emeralds, coal, and oil. The country is characterize for a very diverse culture, and Colombia is the second richest natural diverse country of the world which makes Colombia an economic center of Hispano-America.

Bogota is the main city of Colombia and will host the **Forum on Cyber security and Third Cyberdrill Applied Learning for Emergency Response Team on Cyber security for the America Region**. Bogotá city is located at the center of the country, at the region denominatd as Sabana of Bogota, which belongs to the high plateau of the sector cundiboya; this mountainous sector is located at the eastern cordillera of the Andes. Bogota at 2625 msn is the third highest main city in South America, after La Paz and Quito. Bogota has the biggest paramo of the world located at the sector denominatd Sumapaz.

The population of Bogota is 7.776.845 inhabitants. Bogota's length is 33 Km (south-north) and its width is 16 Km. All main governmental institutions are located in Bogota, as is the Presidential House "Casa de Nariño", the Congress, the Supreme Court of Justice, the Constitutional Court, the State Advisory Department and the Superior Court of Judiciary.

Bogota is the most important economic and industrial center of Colombia. Bogota's GDP is ranked as the seventh highest of Latin America with approximately USD 92 917 millions. Bogota is considered as the fifth most attractive cities of the region for investment.

According to The Economist, Bogota is characterized by its economic strength which is directly associated with its production and GDP. Bogota is very attractive for investment, for starring business and for taking off new companies because of its financial maturity, the presence of global companies and the warm welcome of its population. Additionally Bogota is the sixth more attractive city of Latin America to organize events because Bogota hosts the majority of companies of the country and in this city are developing about 67% of the high impact business of Colombia.

Because of the great number of museums, theaters, and libraries that are located in Bogota; this city has been denominatd as "The Athens of South America" and the "Ibero-American capital of the culture". There is a great variety of gastronomy in the city, with exotic dishes of local and international cuisine.

3. GENERAL INFORMATION

Language: Spanish

Electricity: 110 V / 60 Hz. Maybe it would be necessary some adapters.



Climate: Because of its location and the height, Bogota has nice and constant weather; temperature average is 15 degrees Celsius, with a minimum of 6 degrees and a maximum of 24 degrees.

Time Zone: -5 GMT

Calling Country Code: + 57 (1).

Emergency line: 123.

4. CURRENCY

National currency is Colombian Peso. Please exchange money only at authorized exchange institutions, banks, and at the hotel. Most accepted credit cards are American Express, VISA, Diners y Master Card.

Please check the exchange rate at: <http://www.banrep.gov.co/es/trm>

Old coins still on circulation are:



New coins:



Banknotes:





5. REGISTRATION:

Registration will be carried out exclusively via [on-line](#) form **not later than July 24, 2015**. Please send us the hotel registration confirmation and the details of your arrival and departure flights to:

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|---|---|--|
| <p><i>Pablo Palacios</i> UIT Oficina de Área Chile Tel: (+56) 2 2632 6134 Email: pablo.palacios@itu.int</p> | <p><i>Maya Rodriguez</i> Colombian Chamber for Informatics and Telecommunications /CCIT Tel: + 57 1 4884429 - 6000895 Email: mrodriguez@ccit.org.co</p> | <p><i>Luz Marlen Romero</i> Advisor Colombian Chamber for Informatics and Telecommunications /CCIT Tel: + 57 1 4884429 - 6000895 Email: mromero@ccit.org.co</p> |
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6. VISA

All foreign visitors entering to Colombia must have a valid passport. Please review the following link to check the countries that need visa to enter to Colombia:

<https://www.cancilleria.gov.co/sites/default/files/VisaColombiaPaíses.pdf>

Citizens from countries that require a visa should apply for a visa to the nearest Colombian Embassy or Consulate at least four weeks in advance of the departure and/or follow the instructions and send a visa request using the following link:

http://www.cancilleria.gov.co/tramites_servicios/visas/solicitud-visa-linea

You may need an invitation letter from the Host Ministry of Information, Technology, and Communications to present to the corresponding nearest Colombian Embassy or Consulate, therefore please find the invitation letter form in ANNEX 1.

For any support and question related to the Visa application process, please contact:

Mauricio Vallejo
Ministry of Information,
Technology, and Communications
Tel: + (571) 344 34 60
Email: mvallejo@mintic.gov.co

7. AIRPORT



The International Airport “El Dorado – Luis Carlos Galan Sarmiento” (IATA Code: BOG / OACI Code: SKBO), is the main and the most important airport of Colombia, it is located 15 Km to the west of Bogota; its extension is about 690 ha.

El aeropuerto se encuentra a aproximadamente 45 minutos de la Universidad de los Andes, sede del evento.

8. HOTELS

- **Hotel Augusta**
Jiménez Avenue # 4 - 77
Contact: Camilo Mahecha
Tel: 2838300 ext. 8267
Cell: 3204967688
E-mail: cmahecha@hotelaugusta.com.co
Single Room: COP\$ 250.600 / USD 133
Double Room: COP\$ 297.000 / USD 156
Booking code: Ciberseguridad
www.hotelaugusta.com.co
- **Hotel Crown Plaza Tequendama**
Carrera Avenue 10 No. 26 - 21
Contact: Jaime Álvarez
Tel: 57 1 3822900 ext. 2328
E-mail: jaime.alvarez@sht.com.co
www.sht.com.co
- **Hotel IBIS**
Transversal 6 No 27 - 85
Tel: 57 1 3814666
www.ibis.com
- **Hotel De La Ópera**
10 # 5 – 72 Street
Contact: Sonia Patricia Velásquez Castañeda
Tel: 57 1 336 2066 Ext. 137
E-mail: ventas@hotelopera.com.co
Single Room: COP\$ 313200
www.hotelopera.com.co
- **Hotel BH Bicentenario**
Carrera 4 # 16- 03
Contacto: Jenny Pedraza
Tel: 57 1 7447790
E-mail: central.reservas@bhoteles.com
Single Room: COP\$ 241.300 / USD 102
Double Room: COP\$ 322.500 / USD 136.30
www.bhoteles.com

9. SERVICES FOR THE ATTENDEES

- **Internet Wireless:** Access to Internet wireless will be available during the event; Wi-Fi password will be provided on site;
- **Translation English/Spanish:** The event will not count with interpretation services;
- **Security:** All the participants should wear permanently the badges for the meeting and please mind your personal belongings.
- **Medical Assistance:** Medical assistance for emergencies will be available at the meeting venue.

10. RECEPTIONS AND COFFEE BREAKS

You are invited on August 3, to a welcome cocktail will be offered by the host at the University of the Andes.

Lunch and coffee brakes will be offered by the host from 3 to 5; on August 6 lunch is free.

11. CONTACTOS

- *Pablo Palacios*
UIT Oficina de área Chile
Tel: (+56) 2 2632 6134
Email: pablo.palacios@itu.int
- *Jorge Bejarano*
Ministerio de Tecnologías de la Información y las Comunicaciones
Tel: + (571) 344 34 60 Ext. 2382
Email: jbejarano@mintic.gov.co
- *Luz Marlen Romero*
Asesora Cámara Colombiana de Informática y Telecomunicaciones/CCIT
Email: mromero@ccit.org.co

12. RECOMMENDATIONS

12.1. Public working hours

- Governmental offices: Monday to Friday from 9:00 to 17:00
- Shopping malls: the majority of shopping malls are opened Mondays to Fridays from 9:00 to 19:00; lunch time brake at noon; Sundays are closed.
- Banks: Banks are opened Mondays to Fridays from 9:00 to 15:00 and Saturdays from 9:00 to 12:00.

12.2. Tips

At restaurants and bars normally clients offer 10% as Tip.

12.3. Bars and Restaurants

There are a great variety of international bars and restaurants in Bogota. Main places to visit are “Zone T” located to north of the city; where you can find shopping malls “Andino”, “El Retiro”, and “Atlantis”. “Zone T” is one of the most exclusive neighborhoods of the city.

Another part of the city is “EL Parque de Usaquen”, where are located the best bars and restaurants of the city, where it is possible to enjoy sea food and international cuisine.

At the “Parque de la 93”, located close to the Hotel and Zone G, are located very recommendable bars and restaurants and Japanese cuisine.

12.4. Touristic Places

The colonial historic center zone “**La Candelaria**” is located at downtown, at this place tourists can walk and relax quietly. This zone was the place where the city begun and many historic events happened, as it could be appreciated at the variety of the architecture.

Another recommended place is **Museum of Golden**, this is the most important museum of its kind in the world. This museum has more than 33 000 pieces of art made of gold. Those pieces of art reflects the

society of the Colombian history through the centuries before the Spanish came to America. The museum is located at "La Candelaria".

The "**Sanctuary of Monserrat**" is located on the hills that surround the city. Visitors can appreciate a magnificent view of the city. Visitors can use Gondolas to go to the top.

The Cathedral of Salt of Zipaquirá, is located 50 Kilometers from the center of the city. This Cathedral is one of the most important pieces of architecture of Colombia and is considered as a wonder of the world. Inside the Cathedral, in an old mine of salt, there is a space of 8.500 m² where several pictures and religion pieces of art are perfectly sculpted on the walls.

More information at: <http://www.bogotaturismo.gov.co>.

ANNEX 1

INVITATION LETTER REQUEST FORM

All foreign visitors entering to Colombia must have a valid passport. Visitors from countries **whose citizens require a visa should at the earliest time and well in advance of travel apply for a visa at a Colombia Embassy or Consulate.** You may need a letter of invitation from the Colombian host, which you will need to present to the Colombian Embassy/Consulate in your area in order to obtain your visa. The visa must be requested at least four (4) weeks before the date of beginning of the meeting and obtained from the office (embassy or consulate) representing Colombia in your country or, if there is no such office in your country, from the one that is closest to the country of departure. In order to obtain the invitation letter, please:

- a) Fill out the form below
- b) Send it to (please reference **“Regional Forum on Cyber security and Third Regional Cyberdrill - Colombia”** as the subject):
 - [Name, Last Name]
 - Tel: XXXXXXXX
 - Email: XXXXXXXX

(It is recommended to scan your passport page and email or fax it to us so that it is discernible and can be used.).

| | | | |
|------------------------------------|--|--|--|
| Company | | | |
| Applicant Information | [Click and Type in your full name] | <input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs | |
| | [Nationality] | [Passport No.] | |
| | Date of birth : | [Job Title] | |
| | Is this your first visit to Colombia? | __ Yes __ No | |
| | If the country in which you'll obtain your visa is different from your nationality, please indicate it here: [Country to obtain your visa] | | |
| Address | | | |
| Places to visit after entry | | | |
| Date of arrival in Colombia | | Date of departure from Colombia | |

(Please do not forget to attach a copy of your passport photograph page before sending.)

In order to receive an invitation letter, your information should be provided to the host before 3 July 2015.

