



Organización de los Estados Americanos  
Organização dos Estados Americanos  
Organisation des États Américains  
Organization of American States

cicad

INTER-AMERICAN DRUG ABUSE CONTROL  
COMMISSION

FORTY-NINTH REGULAR SESSION  
May 4 - 6, 2011  
Paramaribo, Suriname

OEA/Ser.L/XIV.2.49  
CICAD/doc.INF.1/11 Rev.2  
5 April 2011  
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## INFORMATION BULLETIN

### 1. Venue and Date

The forty-ninth regular session of the Inter-American Drug Abuse Control Commission (CICAD) will be held on May 4 to 6, 2011 in Paramaribo, Suriname. The sessions will take place in the Royal Torarica Ballroom of the Royal Torarica Hotel, located at Kleine Waterstraat 10, Paramaribo, Suriname. Tel: (+597) 473-500; Fax: (+597) 473-808.

E-mail: [groups@torarica.com](mailto:groups@torarica.com).

### 2. General Coordination

The meeting will be coordinated by the **Executive Secretariat of CICAD**, located at 1889 "F" Street, N.W., 8<sup>th</sup> Floor, Washington, D.C., 20006, telephones: (202) 458-3178 and (202) 458-3179 and fax (202) 458-3658.

The coordination in Suriname is the responsibility of the **CICAD 49 Organizing Committee**, represented by:

- Mr. Rudie Roepal, General Coordinator, CICAD49 Organizing Committee, Cabinet of the President of the Republic of Suriname.
- Mr. Prim Ritoe, Assistant to the General Coordinator, Cabinet of the President of the Republic of Suriname.
- Mrs. Yvonne Roepal Soeratram, Member CICAD 49 Organizing Committee, Chairperson CICAD Desk Suriname.

Tel: (+597) 474-920

Mobile: (+597) 874-6188

Fax: (+597) 474-920

E-mail: [CICAD49-suriname@president.gov.sr](mailto:CICAD49-suriname@president.gov.sr)

Available from 09.00 – 14.00 hrs (UTC – 03:00) Brasilia

### 3. Registration and Accreditation of Participants

Participants may register using any of the methods below. Nevertheless, the Secretariat would appreciate your registering electronically:

- a. Via WEB, through <http://www.cicad.oas.org/Events>, enter your e-mail address and the event code **SR074** according to attached instructions. (See Annex III.)

- b. Via Fax, fill in the attached Registration Form (See Annex II), which should be sent before the date of the meeting to (+1) 202-458-3658 or by e-mail to the Executive Secretariat of CICAD: Ligia Guillen, [Lguillen@oas.org](mailto:Lguillen@oas.org) and/or Karoline Oliveira, [Koliveira@oas.org](mailto:Koliveira@oas.org)
- c. In person at the CICAD 49 Registration Desk, located in the Lobby of the Royal Torarica Hotel, as of Tuesday, May 3<sup>rd</sup>, from 3:00 p.m. to 5:00 p.m., and at the Registration Desk in the Royal Torarica Ballroom, on Wednesday, May 4<sup>th</sup>, from 7:30 a.m. to 9:00 a.m.

#### 4. Hotel Accommodations

Due to logistics, comfort and transportation, we kindly recommend to all participants of the meeting to lodge at:

Recommended Hotels	Preferential Rates <sup>1</sup>	Web page / Contact Information
<b>The Torarica Group of Hotels (annexed to each other, within walking distance) <sup>2</sup>:</b>		
<p><b><u>Royal Torarica Hotel</u></b> <b><u>(Meeting Venue)</u></b></p> <p>Kleine Waterstraat 10, P.O.Box 2927, Paramaribo, Suriname</p> <p>Tel.: (+597)473-500; Fax: (+597)473-808</p>	<p><b>Standard Single/Double Room:</b></p> <ul style="list-style-type: none"> <li>• Early Bird (March 21-31) U\$S 125 (tax included)</li> <li>• Online Registration at the CICAD Registration Form on the hotel Website (1 Apr– 30 Apr) U\$S 130 (tax included)</li> </ul> <p>All rooms include: Continental breakfast, tax and service charge, wireless internet, courtesy shuttle Airport – Hotel – Airport.</p>	<p><b>To make a reservation please enter</b> <b><a href="http://www.royaltorarica.com">http://www.royaltorarica.com</a> and</b> <b>click</b></p> <p><b>on the CICAD logo.</b></p> <p><b>A confirmation will be sent by the</b> <b>hotel within 24 hours.</b></p> <p>Contact for reservations in Royal Torarica, Torarica &amp; Casino and Eco Resort Inn:</p> <ul style="list-style-type: none"> <li>• Ms. Helianthe Fris, Groups Reservations Officer T:(597) 471-500 ext. 5386, or</li> <li>• Ms. Peggy Kartokarijo, Convention &amp; Banquet Sales Manager T: (597) 471-500 ext. 5183</li> <li>• E-mail: <a href="mailto:groups@torarica.com">groups@torarica.com</a></li> </ul>

<sup>1</sup> The Government Tax is currently 8% of the amount charged.

<sup>2</sup> All accommodation bookings at the preferential rate must be confirmed by **April 30, 2011**, after which date, full rates will apply.

**Extension of rates:** The hotel group has offered to honor the group rate two nights prior to and two nights after the main group dates. However, additional reservation requests will be subject to availability only.

**Check-in and Check-out Time:** The hotel's check-in time is 17.00 hours and check-out time is 13.00 hours. Should you require a later check-out until 19.00 hours, half the applicable rate per room will be charged. Thereafter, a full-night's rate will apply.

Early check-in and late check-out requests are subject to availability, determined by the day's arrival and departure pattern of the hotel.

Recommended Hotels	Preferential Rates <sup>1</sup>	Web page / Contact Information
<p><b><u>Torarica Hotel and Casino (same premises as meeting venue)</u></b></p> <p>Mr. L. J. Rietbergplein 1, Paramaribo, Suriname</p> <p>Tel.: (+597)471-500; Fax: (+597)411-682</p>	<p><b>Standard Single/Double Room:</b></p> <ul style="list-style-type: none"> <li>• Early Bird (March 21-31) U\$S 110 + (tax included)</li> <li>• On-line Registration using the CICAD Registration Form at the hotel Website (1Apr – 30 Apr) U\$S 115 (tax included)</li> </ul> <p>All rooms include: Continental breakfast, tax and service charge, wireless internet, courtesy shuttle Airport – Hotel – Airport.</p>	<ul style="list-style-type: none"> <li>• Group code: CICAD 49</li> </ul> <p><b>To make a reservation please enter <a href="http://www.torarica.com/hotelandcasino/">http://www.torarica.com/hotelandcasino/</a> and click on the CICAD logo.</b></p> <p><b>A confirmation will be sent by the hotel within 24 hours.</b></p> <p>Contact for reservations in Royal Torarica, Torarica &amp; Casino and Eco Resort Inn:</p> <ul style="list-style-type: none"> <li>• Ms. Helianthe Fris, Groups Reservations Officer T:(597) 471-500 ext. 5386, or</li> <li>• Ms. Peggy Kartokarijo, Convention &amp; Banquet Sales Manager T: (597) 471-500 ext. 5183</li> <li>• E-mail: <a href="mailto:groups@torarica.com">groups@torarica.com</a></li> <li>• Group code: CICAD 49</li> </ul>
<p><b><u>Eco Resort Inn (5 minutes walking to meeting venue)</u></b></p> <p>Cornelis Jongbawstraat 16 P.O.Box 2998, Paramaribo, Suriname</p> <p>Tel.: (+597)425-522; Fax: (+597)425-510</p> <p>Reservations: (+597)471-500 or 411682</p>	<p><b>Standard Single/Double Room:</b></p> <ul style="list-style-type: none"> <li>• Early Bird (March 21–31) U\$S 70 (tax included)</li> <li>• On-line Registration using the CICAD Registration Form at the hotel Website (1 Apr – 30 Apr) U\$S 75 (tax included)</li> </ul> <p><b>Riverside Rooms Single/Double</b></p> <ul style="list-style-type: none"> <li>• Early Bird (March 21 -31) U\$S 80 (tax included)</li> <li>• On-line Registration using the CICAD Registration Form at the hotel Website (1 Apr – 30 Apr) U\$S 85 (tax included)</li> </ul>	<p><b>To make a reservation please enter <a href="http://www.ecoresortinn.com/index.php">http://www.ecoresortinn.com/index.php</a> and click on the CICAD logo.</b></p> <p><b>A confirmation will be sent by the hotel within 24 hours.</b></p> <p>Contact for reservations in Royal Torarica, Torarica &amp; Casino and Eco Resort Inn:</p> <ul style="list-style-type: none"> <li>• Ms. Helianthe Fris, Groups Reservations Officer T:(597) 471-500 ext. 5386, or</li> <li>• Ms. Peggy Kartokarijo, Convention &amp; Banquet Sales Manager T: (597) 471-500 ext. 5183</li> <li>• E-mail: <a href="mailto:groups@torarica.com">groups@torarica.com</a></li> <li>• Group code: CICAD 49</li> </ul>

Recommended Hotels	Preferential Rates <sup>1</sup>	Web page / Contact Information
<p><b><u>Marriott Courtyard</u></b> <sup>3</sup> Paramaribo (10 minutes by taxi)</p> <p>Anton Dragtenweg 52 – 54, Paramaribo, Suriname</p> <p>Contact for reservations:</p> <ul style="list-style-type: none"> <li>• Directly at the hotel via: T: (+597) 456-000 Fax: (+597) 456-677 <a href="mailto:cy.pbmcy.dosm@courtyard.com">cy.pbmcy.dosm@courtyard.com</a></li> <li>• Online reservations: <a href="http://www.marriott.com/pbmcy">http://www.marriott.com/pbmcy</a></li> </ul>	<p><b>Deluxe Double Queen or Deluxe King Single/Double:</b></p> <ul style="list-style-type: none"> <li>• On-line Registration (March 21– April 30) U\$S 110 (tax included)</li> </ul> <p><b>Executive Rooms:</b> Double Queen Riverview:</p> <ul style="list-style-type: none"> <li>• On-line Registration (March 21 – 30 Apr) U\$S 129 (tax included)</li> </ul> <p><b>All rooms include:</b> International Breakfast Buffet, 8% Government Tax, 10% Hotel Service Charge, in-room wired internet access, WiFi in public areas, shuttle to inner-city, Enrollment to Marriott Rewards Program.</p>	<p><a href="http://www.marriott.com/hotels/travel/pbmcy-courtyard-paramaribo/">http://www.marriott.com/hotels/travel/pbmcy-courtyard-paramaribo/</a></p> <p>All major credit cards are accepted.</p> <p>Reservations code: <b>Cicad 49</b></p> <p>Please address all reservations at Marriott Courtyard Paramaribo to:</p> <ul style="list-style-type: none"> <li>• Hotel reservations coordinator: Maritza Currie: <a href="mailto:maritza.currie@courtyard.com">maritza.currie@courtyard.com</a></li> <li>• Director of sales and marketing Cornelly Markiet: <a href="mailto:cornelly.markiet@courtyard.com">cornelly.markiet@courtyard.com</a></li> </ul>

It is highly recommended that reservations be made as soon as possible through your country's Embassies or by calling the hotels, or by on-line booking:

All participants should make their own reservations directly with the hotel. Kindly indicate that you will be participating at the CICAD 49 meeting to obtain special rates for this meeting. All hotel expenses must be paid directly by each participant.

## 5. Working Languages and Documents

All working sessions and documents will be in the four official languages of the Organization: Spanish, French, English and Portuguese. There will be simultaneous interpretation in these languages.

<sup>3</sup> **Rates for additional night:** Participants must take into consideration that room rates may vary for dates before or after the meeting. All expenses for telephone calls and additional services are not included in the established rates and should be covered by each participant.

## **6. Requirements for Entering and Leaving the Country**

Delegates are responsible for fulfilling the necessary entry requirements established by the Government of Suriname. Participants who require a visa (See Annex I) to enter the country must contact the Surinamese Consulate in their respective countries or the nearest consular office.

Note: For participants wishing to receive a visa upon arrival, please register at the latest on the 30th of April 2011. In order to register, you must fill out the Application for Visa (Annex IV) and send it electronically to the address of the Organizing Committee ([CICAD49-Suriname@president.gov.sr](mailto:CICAD49-Suriname@president.gov.sr)) along with the following documents:

- a copy of the registration forms
- a copy of the relevant pages of your passport
- a copy of flight itinerary
- one passport picture .

Once you have registered, you will received electronically or by fax a Visa Upon Arrival document from the Minister of Foreign Affairs of the Republic of Suriname that you will have to show at the boarding desk at the airline in the airport.

Visa request forms are provided in Annex IV

## **7. Air transportation**

It is recommended that all delegates and observers reserve their round-trip flights as soon as possible, directly with the airlines or travel agencies.

Please find overview of flights into and out of Suriname in Annex V.

## **8. Arrival at the Airport**

The Johan Adolf Pengel International Airport is approximately 50 minutes from the capital city of Paramaribo. A taxi from the airport to Paramaribo will cost about US\$ 50.

The Government of Suriname will provide transportation for all participants, from the Airport to the hotel and vice versa.

The hotels listed also provide a courtesy airport–hotel–airport shuttle to their guests.

## **9. Other Information of Interest**

### **a. Business hour at banks**

Banks operate from 08.30 a.m. to 1.30 p.m. local time.

**b. Hours of attention in commerce**

The shops in Paramaribo open at 08.00 a.m. and close at 4.30 p.m.

The shopping malls close at 09.00 p.m.

**c. Currency**

The local currency is the Surinamese Dollar (SRD) and the exchange rate is SRD 3.25 for US\$1.

**d. Weather**

The month of May falls within the rainy season, with high probability of daily showers. The climate is warm and humid and the temperature ranges between 75° to 81° F or (24° to 27° C).

**e. Electrical Current**

The electrical current is 110–27 volts, at 60 cycles.

**f. Public transportation**

Public transportation is available from/to all districts of Paramaribo. Participants are advised to use hotel suggested taxis for local transportation. The taxi-fare within inner-Paramaribo is about US\$8.

**VISA REQUIREMENTS BY OAS MEMBER STATES TO ENTER SURINAME**

<b>Nationality</b>	<b>Visa requirement</b>
Antigua and Barbuda	NO VISA REQUIERED
Argentina	VISA REQUIERED
Bahamas	NO VISA REQUIERED
Barbados	NO VISA REQUIERED
Belize	NO VISA REQUIERED
Bolivia	<b>VISA REQUIERED</b>
Brazil	NO VISA REQUIERED
Canada	<b>VISA REQUIERED</b>
Chile	NO VISA REQUIERED
Colombia (*)	<b>NO VISA REQUIERED FOR DIPLOMATIC/OFFICIAL PASSPORTS</b>
Costa Rica (*)	<b>NO VISA REQUIERED FOR DIPLOMATIC/OFFICIAL PASSPORTS</b>
Dominica	NO VISA REQUIERED
Dominican Republic	<b>VISA REQUIERED</b>
Ecuador	<b>VISA REQUIERED</b>
El Salvador	<b>VISA REQUIERED</b>
Grenada	<b>NO VISA REQUIERED</b>
Guatemala	<b>VISA REQUIERED</b>
Guyana	NO VISA REQUIERED
Haití	<b>VISA REQUIERED</b>
Honduras	<b>VISA REQUIERED</b>
Jamaica	NO VISA REQUIERED
México	<b>VISA REQUIERED</b>
Nicaragua	<b>VISA REQUIERED</b>
Panamá	<b>VISA REQUIERED</b>
Paraguay	<b>VISA REQUIERED</b>
Perú	<b>VISA REQUIERED</b>
St Kitts and Nevis	NO VISA REQUIERED
Saint Lucía	NO VISA REQUIERED
St. Vicente and the Grenadines	NO VISA REQUIERED
Trinidad and Tobago	<b>NO VISA REQUIERED</b>
United States of America	<b>VISA REQUIERED</b>
Uruguay	<b>VISA REQUIERED</b>
Venezuela (*)	<b>NO VISA REQUIERED FOR DIPLOMATIC/OFFICIAL PASSPORTS</b>

(\*) for holders of diplomatic and official passports only

XLIX PERÍODO ORDINARIO DE SESIONES DE LA CICAD  
XLIX REGULAR SESSION OF CICAD

**FORMULARIO DE INSCRIPCIÓN / REGISTRATION FORM**

Del 4 al 6 de mayo de 2011 / May 4 - 6, 2011

Paramaribo, Suriname

Country or Organization /

País u Organización: \_\_\_\_\_

- PRINCIPAL REPRESENTATIVE / REPRESENTANTE TITULAR
- ALTERNATE REPRESENTATIVE / REPRESENTANTE SUPLENTE
- OBSERVER / OBSERVADOR
- OTHER / OTRO

Personal Information / Información Personal:

Last Name / Apellidos		First Name / Nombre	
Position / Cargo			
Permanent Address / Dirección Permanente			
País / Country			
Telephone / Teléfono	Fax		E-mail / Correo Electrónico
Local Address-Suriname / Dirección Local-Suriname		Telephone / Teléfono	
Emergency Contact / Contacto en caso de Emergencia			
----- FIRMA/ SIGNATURE			

Please submit this form to Executive Secretariat of CICAD no later than **April 30, 2011** / Por favor enviar este formulario a la Secretaria Ejecutiva de CICAD, a mas tardar el **30 de abril de 2011**

**Email:** Ligia Guillen, [Lguillen@oas.org](mailto:Lguillen@oas.org); or Karoline Oliveira, [Koliveira@oas.org](mailto:Koliveira@oas.org)

**Tel: (+1) 202-458-3658 / Fax: (202) 458-3658**

*\*\*We remind delegates that in addition to sending this Form, it is necessary that they are accredited by their Permanent Missions to the OAS / Les recordamos a los delegados que además de enviar este Formulario, es necesario que sean acreditados por sus Misiones Permanentes ante la OEA*



**INSTRUCTIONS FOR THE WEB REGISTRATION**  
[WWW.CICAD.OAS.ORG/EVENTS](http://www.cicad.oas.org/events)

MS Internet Explorer version 5 or superior is recommended.

Direct your web browser to <http://www.cicad.oas.org/events> You may switch to the other language [English or Spanish] by clicking on the button in the upper right-hand corner of the screen.

You will need to register for the website service:

1. In the first “E-mail” form area, type in your e-mail address
2. In the “Event or Password” area, you should type in the event code: **SR074**

If you have registered previously for other events using this system and received a password, you should type this password in the form area to obtain access to the event registry or information of other events for which you have registered previously.

If you have previously registered a password and don't remember it, you should click on the button “Forgot Password,” which will send a message with the password to your e-mail address.

3. Click on “Enter.”




4. The system will display the registry form. Please fill in the forms for personal information.

In the “Country” area, you should indicate the country that you represent. If you do not represent a country, you should select “International Organization” from the drop-down list.

The section concerning “Day/time of arrival/departure and flight number” may be filled out at a later date if you don't have your flight information at this time.

5. Finally, you should click on the button “Submit Registration” and the information will be forwarded to CICAD and the system will send a confirmation message to your e-mail address.

The “My Events” tab will display a list of the events to which you have registered.

If there is a plus symbol on the left margin of the event (  ), that means that the event has a list of documents that are accessible by clicking on the icon.

To select a specific document, click on the description.



The “User Profile” tab shows your basic information from registering in the system, which remains for future events.

This basic information can be seen only when you log on to the system with a password, not when you are just providing an event code.

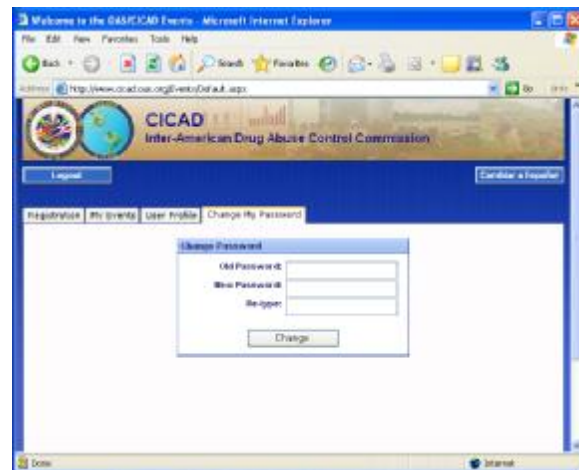


The “Change Password” tab allows you to define a new password for accessing the system. You will then be able to log on and change any information in your profile.

If this is the first time you have registered for a password, you should type in “New Password” area and then type it again in the “Re-type” area and then click on the “Change” button.

If you have previously defined a password and wish to change it, you should type the password with which you accessed the system in the Old Password area and type in the “New Password” and “Re-type” areas the new password that you want to use.

Each time that you change your password, the system will send a message to your e-mail address notifying you of the change. To log off the system, click on the “Disconnect” button







12. Heeft U ooit eerder een aanvraag ingediend voor een Surinaams visum/Have you ever applied for a Suriname visa?  
 Nee/ No  
 Ja/ Yes

Waar/Where? .....

Wanneer/When? .....

Welk soort visum/What kind of visa? .....

Visum werd verleend?/ Visa was issued? .....

Visum werd geweigerd/Visa was denied? .....

13. Bent U eerder geweest in de Republiek Suriname/Have you ever been in the Republic of Suriname?

Nee/No

Ja/Yes

Wanneer/When? .....

Hoelang/How long? .....

Referent/Reference? .....

14. Wat is het doel van Uw reis/What is the purpose of your trip?

- vakantie/vacation     transit/transit     zaken/business     studie/training \*1  
 arbeid/labour     oriëntatie/orientation     ziekte/overlijdensgeval in case of illness/death     gezinshereniging \*2 familyreunion

- \*1 mbt studie/training, dient U de nodige documenten over te leggen

incase of a study or training, you need to produce some documents

- \*2 indien U voor gezinshereniging komt, in welke relatie staat U tot de persoon die reeds in Suriname is?

If you are coming for a familyreunion, please explain the relationship with the person in Suriname?

15. Voorgenomen duur van Uw verblijf/How long do you plan to stay?

Dag(en)/ Day(s)

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Ticket no. .... periode ticket ..... t/m .....

16. Wat zijn Uw middelen van bestaan gedurende Uw verblijf/

What will be your financial support during your stay? .....

17. Verblijfplaats en adres in de Republiek Suriname/ At what address(es) will you stay in the Republic of Suriname?

a. Naam/Name .....

b. Adres/Address .....

c. Telefoon no./ Telephone nr. ....

18. Welke referenties heeft U in de Republiek Suriname/ What reference do you have in the Republic of Suriname?

a. naam/name .....

b. adres/address .....

c. Telefoon no./Telephone no. ....

19. Bent U van plan tijdens Uw vakantie in Suriname landen in de regio te bezoeken/Are you planning to visit the region during your vacation in Suriname?

Nee/No

Ja/Yes

welke landen/which countries? .....

Heeft U een visum nodig/Do you need a visa? .....

20. Heeft U eerder vakantie daar doorgebracht? Have you ever been on vacation there?

Zo ja, welke plaatsen, waar, wanneer/If yes, where and when? .....

21. Reist U in gezelschap van Uw echtgeno(o)t(e) en/of Uw kinderen? Zo ja, vermeldt dan de na(a)m(en) en de geboortedat(a)um van deze laatsten/

Will you be accompanied by your spouse and/ or your children? If so, state their names and dates of birth

Naam/Name .....

Geb. datum/date of birth .....



## ARRIVALS AND DEPARTURES

Coming to Suriname								
From	Carrier	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Port of Spain	Caribbean Airlines							
Amsterdam	Surinam Airways							
Miami/Aruba	Surinam Airways							
Belem	Surinam Airways							
Curacao/Port of Spain	Surinam Airways							
Amsterdam	KLM							
Curacao	Insel Air							

Leaving Suriname								
Destination	Carrier	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Port of Spain	Caribbean Airlines							
Port of Spain	Surinam Airways							
Aruba/Miami	Surinam Airways							
Amsterdam	Surinam Airways							
Belem	Surinam Airways							
Port of Spain/Curacao	Surinam Airways							
Amsterdam	KLM							
Curacao	Insel Air							