

GROUP OF EXPERTS ON MARITIME NARCOTRAFFICKING
September 11-12, 2019
Nassau, The Bahamas

CICAD/SRU/GoE/
MAR/INFO.1/19
August 16, 2019
Original: Spanish

INFORMATION BULLETIN

1. VENUE AND DATES:

The 2019 meeting of the **CICAD Group of Experts on Maritime Narcotrafficking**, chaired by The Bahamas, will take place in Nassau, from 11-12 September, 2019. Sessions will be held at the [British Colonial Hilton Nassau](#).



2. MEETING COORDINATION:

Juliana Peralta
Supply Reduction Unit
Executive Secretary of CICAD
Tel: +1 (202) 370-4746
Email: jperalta@oas.org

Mariana Dambolena
Supply Reduction Unit
Executive Secretary of CICAD
Tel: +1 (202) 370-9895
Email: mdambolena@oas.org



Coordination of the organizing committee in The Bahamas:

Terrance Fountain

National Anti-Drug Secretariat

Tel: + 1 (242) 502-3300

Email: terrancefountain@bahamas.gov.bs

3. CODE OF CONDUCT:

The Secretariat for Multidimensional Security (SMS) of the Organization of American States (OAS) aspires to create a working environment in which participants can share their opinions and perspectives, and fully participate in activities without fear of reprisal, intimidation or harassment. As a result, SMS expects all participants in its activities to be respectful of others and has developed the attached code of conduct. In the event of non-compliance with these rules, kindly note that SMS reserves the right to remove any participant from current or future SMS activities. (Annex I)

4. PARTICIPANTS REGISTRATION:

Participants may register by completing the Registration Form attached (Annex II) and send it to MDambolena@oas.org before **Friday, September 6, 2019**. Participants will receive their credentials at the accreditation desk located at the meeting venue, on Wednesday September 11, from 8:30am prior to the start of the meeting.

For security reasons, participants are required to present their meeting ID at all sessions.

5. WORKING LANGUAGES AND DOCUMENTS:

Simultaneous interpretation in English and Spanish will be provided. All documentation distributed at the meeting will be in those languages. Rooms will have access to Wi-Fi for delegations to access meeting documents, which will be available to download through the link: http://www.cicad.oas.org/Main/AboutCICAD/Activities_eng.asp?IE=BS0215

Given that the OAS follow an eco-friendly policy, the printing of documents will be limited.

6. ACCOMMODATION:

The meeting will take place at the [British Colonial Hilton Nassau](#), located at One Bay Street, Nassau, The Bahamas; T: + 1-242-302-9000.

The OAS/CICAD is not responsible for reservations or lodging for any participant. Each person must do their own reservations.

The hotel has provided a special rate for the participants of the Group of Experts.

Reservation Procedure:

- Bookings for official dates should be made through the following link:
https://secure3.hilton.com/en_US/hi/reservation/book.htm?inputModule=HOTEL&ctyhocn=NA SHIHH&spec_plan=NSM19&arrival=20190910&departure=20190913&cid=OM,WW,HILTONLINK_EN,DirectLink&fromId=HILTONLINKDIRECT
- **Please note, the entire URL must be copied and pasted for it to work properly.**
- Group Name: Ministry of National Security/OAS Meeting
- Official Dates:
 - Arrival Date: 10-Sep-2019
 - Departure Date: 13-Sep-2019
- **A valid credit card is required to guarantee each room.**
- Participants who would like to book different arrival and departure dates may email the Reservations' Department, and provide the Group Name and exact dates for check in and check out: Sabrina.stubbs@hilton.com or Marguerite.Charles@hilton.com

7. EXPENDITURES:

Each participant will cover all their expenses related to transportation, hotel accommodation and meals during the days of the meeting.

8. REQUIREMENTS TO ENTER THE COUNTRY:

Delegates will be responsible for meeting all entry requirements established by the Government of The Bahamas, and making sure their documents are valid. Participants who require a visa to enter the country, should contact the Consulate of The Bahamas in their respective countries.

9. MEDICAL CARE:

It is recommended that delegates have medical insurance with international coverage for major medical expenses.



OAS | CICAD



INTER-AMERICAN DRUG ABUSE
CONTROL COMMISSION

CICAD

ANNEX I: CODE OF CONDUCT

In support of a harassment-free workplace:

Rules for participation in activities organized by the Secretariat for Multidimensional Security

The Secretariat for Multidimensional Security (SMS) aspires to create a working environment in which participants can share their opinions and perspectives, and fully participate in activities without fear of reprisal, intimidation or harassment. As a result, SMS expects all participants in its activities to be respectful of others and to adhere to the following rules:

- **Respect and Dignity.** SMS, in compliance with GS/OAS policies, strives for a positive professional work environment in which every participant is treated with respect and dignity. Therefore, all participants must respect personal space and common courtesy for personal interaction; refrain from making exclusionary comments, even in jest; and not address others aggressively or in a demeaning manner.
- **Harassment free environment.** All participants have the right to a harassment-free and respectful environment. Harassment is any form of unwanted and unwelcome behavior, which may range from mildly unpleasant remarks to physical violence. Harassment, regardless of its manifestation, is hurtful and interferes with another person's experience and participation in SMS activities. The SMS and the GS/OAS have a zero tolerance policy for harassment or any other type of unlawful discrimination.
- **Be considerate of other participants' ability to contribute to the activity,** including use of allocated time. Everyone should have an opportunity to be heard. In group sessions, please keep comments succinct so as to allow maximum engagement by all. Do not interrupt others on the basis of disagreement; hold such comment until they have finished speaking.

These rules apply to all types of activities, including social events, and are aligned with Executive Order No. 15-02, "Policy and Conflict Resolution System for Prevention and Elimination of All Forms of Workplace Harassment," a copy of which is available for your information at <http://www.oas.org/legal/english/gensec/EXOR1502.htm>.

Promptly report any behavior that makes you or others feel uncomfortable to Adam E. Namm, Executive Secretary of the Inter-American Drug Abuse Control Commission (CICAD). You can report issues (even anonymously) by going to the link: <http://www.CICAD.oas.org/Code> and filling out the form. Please use an email address where you'll be able to receive replies. Once a report has been received, GS/OAS will take all applicable steps pursuant to Executive Order No. 15-02 to ensure the issue is addressed in the most confidential and expedient matter possible.

In the event of incompliance with these rules, kindly note that SMS reserves the right to remove any participant from current or future SMS activities.

Thank you for your understanding and for your anticipated cooperation.



OAS | CICAD



INTER-AMERICAN DRUG ABUSE
CONTROL COMMISSION

CICAD

Annex II

REGISTRATION FORM¹ / FORMULARIO DE REGISTRO

Country / País:	
Organization / Organización:	Occupation / Ocupación:
First Name / Nombre:	Last Name / Apellido:
E-Mail:	Phone / Teléfono:

¹ Please submit this form to Ms. Mariana Dambolena by **Friday, September 6, 2019** (mdambolena@oas.org- Tel. 202-370-9895) // Por favor, enviar este formulario a Mariana Dambolena antes del **viernes 6 de septiembre de 2019** (mdambolena@oas.org - Tel. 202-370-9895).