



**FORTY-THIRD REGULAR SESSION  
OF THE OAS GENERAL ASSEMBLY  
June 4 to 6, 2013  
La Antigua, Guatemala**

**INFORMATION BULLETIN  
FOR CIVIL SOCIETY, WORKERS AND PRIVATE SECTOR ORGANIZATIONS**

*The General Assembly documents can be found on the following website:*

[www.oas.org/en/43qa/](http://www.oas.org/en/43qa/)



**VENUE OF THE GENERAL ASSEMBLY**

The forty-third regular session of the General Assembly of the Organization of American States will be held from June 4-6, 2013, in Antigua, Guatemala. The meetings will take place in Hotel Casa Santo Domingo, located at 3a Calle Oriente No. 28 "A".

**PROCEDURE TO REQUEST TO PARTICIPATE IN THE GENERAL ASSEMBLY**

**1. Civil Society Organizations**

In accordance with the Rules of Procedure of the General Assembly, civil society organizations (CSOs) that wish to participate in the General Assembly under the category of "Special Guest" shall submit a letter to Secretary General José Miguel Insulza, addressed to the Department of International Affairs, indicating their interest in participating and the names of their representatives (maximum 2). This letter should be sent at least 45 days in advance (**before April 19, 2013**) by email to [civilsociety@oas.org](mailto:civilsociety@oas.org) or by fax (202) 458-3555. The indicated time period is necessary because the General Secretariat must submit a final list of organizations to the Permanent Council for approval at least thirty (30) days prior to the General Assembly.

Organizations that are not part of the [Registry of Civil Society Organizations of the OAS](#) must include, in addition to the letter addressed to the Secretary General of the OAS, their Charter or constitution, most recent annual report, and institutional mission statement.

Civil Society Organizations that are approved by the OAS Permanent Council to be invited as "Special Guests" will receive an official invitation from the OAS General Secretariat with instructions to register online. The electronic registration for CSOs will be opened after the approval of the Permanent Council under the accreditation of "Special Guest."

**2. Workers Organizations**

Invitations to workers' organizations are made through the Trade Union Confederation of the Americas (CSA) and the Trade Union Technical Advisory Council (COSATE), which internally select their representatives and spokespersons. The OAS General Secretariat will coordinate with those organizations all aspects related to workers' participation in the General Assembly.

Workers' representatives wishing to participate in the General Assembly must belong to the delegation identified by the trade-union movement at the hemispheric level:

- ◆ The Trade Union Confederation of the Americas (CSA) and the Trade Union Technical Advisory Council (COSATE), which are umbrella organizations for trade-union confederations from across the region, will send the OAS a list of the workers' representatives who are to attend the General Assembly. Only people whose names appear on that list may receive accreditation.
- ◆ In selecting the workers' representatives, the CSA and the COSATE will work in close coordination with their organizations.

### 3. Private Sector Organizations

Private sector organizations wishing to participate in the General Assembly must express their interest in doing so and provide the names of their representatives to the OAS General Secretariat. Private sector representatives have generally come from the main national private sector organization of the General Assembly host country and the following subregional and hemispheric organizations:

- ◆ Association of American Chambers of Commerce of Latin America (AACCLA)
- ◆ Latin American Industries Association (AILA)
- ◆ Federation of Associations of Latin America, the Caribbean and Spain of Information Technology Entities (ALETI)
- ◆ Andean Business Advisory Council
- ◆ Americas Society/Council of the Americas (AS/COA)
- ◆ Caribbean Association of Industry and Commerce (CAIC)
- ◆ Business Council of Latin America (CEAL)
- ◆ Business Technical Advisory Committee on Labor Matters (CEATAL)
- ◆ Federation of Chambers and Industrial Associations of Central America and the Dominican Republic (FECAICA)
- ◆ Federation of Chambers of Commerce of Central America (FECAMCO)
- ◆ Private Sector of the Americas

#### ONLINE REGISTRATION FOR APPROVED ORGANIZATIONS

Civil society, workers and private sector organizations that are approved by the OAS Permanent Council to be invited as "Special Guests" will receive an official invitation from the OAS General Secretariat along with instructions on how to register online.

**Please note that the electronic registration will be opened from May 6-24, 2013, and that approved organizations should register under the accreditation category of "Special Guest."**

#### ACCREDITATION AT THE GENERAL ASSEMBLY VENUE

Registration of all accredited participants will take place at the site of the General Assembly, the Hotel Casa Santo Domingo, Antigua Guatemala, beginning Saturday, June 1, 2013 from 8:30 a.m. to 5:30 p.m. Participants are asked to provide a copy of their official credentials when registering. Identification badges will be issued to all accredited participants. For security reasons, these badges must be worn and visible at all times for all General Assembly functions.

### 1. Civil Society Organizations

The OAS Department of International Affairs will coordinate civil society participation in the XLIII General Assembly. For further information please contact:

Jorge Sanín  
Director  
Department of International Affairs  
Organization of American States  
Tel: +1 (202) 370-0746  
Cell: +1 (202) 286-1644  
Fax: +1 (202) 458-3555  
E-mail: [jsanin@oas.org](mailto:jsanin@oas.org)

Martin Huenneke  
Chief of Section, Relations with Permanent Observers and Civil Society  
Department of International Affairs  
Organization of American States  
Tel: +1 (202) 370-0656  
Fax: +1 (202) 458-3555  
E-mail: [civilsociety@oas.org](mailto:civilsociety@oas.org)

### 2. Workers Organizations

The OAS Department of Social Development and Employment of SEDI is responsible for coordinating the participation of workers organizations in the XLIII General Assembly. For further information please contact:

Evelyn Jacir de Lovo, Director  
Carolina Ahumada, Labor and Employment Consultant  
Department of Social Development and Employment  
Organization of American States  
Tel: +1 (202) 458-3207 / +1 (202) 370-5439  
Fax: +1 (202) 458-3149  
Email: [trabajoddse@oas.org](mailto:trabajoddse@oas.org); [cahumada@oas.org](mailto:cahumada@oas.org)

### 3. Private Sector Organizations

The OAS Department of Economic Development, Trade and Tourism will coordinate the private sector's participation in the XLIII General Assembly. For further information, please contact:

Rosine Plank-Brumback, Senior Specialist  
M. Cristina Rechy, Consultant  
Department of Economic Development, Trade and Tourism  
Organization of American States  
Tel: +1 (202) 458-3673 / +1 (202) 370-4965  
Fax: +1 (202) 458-3561  
Email: [mrechy@oas.org](mailto:mrechy@oas.org); [privsectorforum@oas.org](mailto:privsectorforum@oas.org)

## EVENTS FOR CIVIL SOCIETY, WORKERS AND PRIVATE SECTOR ORGANIZATIONS IN THE FRAMEWORK OF THE XLIII GENERAL ASSEMBLY

Representatives of civil society, workers and private sector organizations that will participate in the XLIII OAS General Assembly will be able to attend as observers all the plenary sessions and the General Committee sessions of the General Assembly. In addition, the following events will be held specifically for these organizations:

### **1. Informal Conversation between the Secretary General, the Assistant Secretary General and representatives of civil society organizations**

**Date:** Monday, June 3, 2013

**Time:** 10:00am – 12:15pm

**Place:** Hotel Casa Santo Domingo, Mayor Room

This meeting provides an opportunity for civil society, workers and private sector representatives to dialogue with OAS Secretary General and OAS Assistant Secretary General and offer their points of view on the programs the OAS executes in relation to the theme of the General Assembly “For a Comprehensive Policy against the World Drug Problem in the Americas,” as well as the topics of the inter-American agenda.

### **2. Coordination Meetings for Civil Society, Workers and Private Sector Organizations**

**Date:** Monday, June 3, 2013

**Time:** 1:00pm – 5:30pm

**Place:** Hotel Camino Real – 7ma. Calle Poniente No. 33 B, La Antigua Guatemala C.P. 03001

The purpose of these meetings is to offer a space for representatives of participating organizations to discuss and formulate specific, concrete recommendations on the theme of the XLIII OAS General Assembly and OAS priority areas, as well as to select spokespersons who will present the recommendations of the thematic groups to OAS Member State representatives during the next day’s Dialogue of the Heads of Delegation and the Secretary General with Representatives of Workers, the Private Sector, Civil Society and Social Actors.

For the private sector, recommendations arising from the IX OAS Private Sector Forum “Connecting Businesses as Partners for Prosperity with Security in the Americas” to be held at the Hotel Westin Camino Real in Guatemala City, Guatemala on May 31, 2013, will serve as an input into the recommendations and proposals that will be presented by private sector representatives at the Dialogue. Information about the forum can be found at [www.oas.org/psf](http://www.oas.org/psf).

### **3. Dialogue of the Heads of Delegation, the Secretary General and the Assistant Secretary General with representatives of civil society, labor unions, the private sector, and other social actors**

**Date:** Tuesday, June 4, 2013

**Time:** 9:00am – 12:00pm

**Place:** Hotel Casa Santo Domingo, Mayor Room

The aim of this Dialogue is to provide the representatives of the different groups with an opportunity to present their recommendations on the theme of the General Assembly, “For a Comprehensive Policy against the World Drug Problem in the Americas,” for consideration by

the Heads of Delegation of the Member States, the OAS Secretary General and the OAS Assistant Secretary General.

The Dialogue will be moderated by the Minister of Foreign Affairs of Guatemala, Ambassador Luis Fernando Carrera Castro, and time will be allotted for four workers, four private sector and five civil society representatives to present the recommendations of their respective groups in two separate rounds. After each round of presentations, the Heads of Delegation of the Member States will be offered the floor to share their comments and thoughts in reference to the social actors' interventions.

#### 4. Meeting of the Summit Implementation Review Group (SIRG)

**Date:** Thursday, June 6, 2013

**Time:** 8:30 – 9:30am

**Place:** Hotel Casa Santo Domingo, Mayor Room

Agenda

- ◆ Remarks by Minister Fernando Núñez Fábrega, Minister of Foreign Affairs of Panama.
- ◆ Remarks by José Miguel Insulza, Secretary General of the OAS.
- ◆ Implementation and follow-up phase of the Summits of the Americas process.
- ◆ Presentation of the book "Volume VI: Official Documents of the Summits of the Americas Process. From Port of Spain (2009) to Cartagena de Indias (2012).
- ◆ Dialogue among Ministers of Foreign Affairs.

### PREPARATION FOR THE GENERAL ASSEMBLY

To aid in the preparation for participation in the General Assembly, participants are recommended to familiarize themselves with the following documents:

- ◆ [Draft Declaration of Antigua, Guatemala "For a Comprehensive Policy against the World Drug Problem in the Americas"](#)
- ◆ Reports "The Drug Problem in the Americas" ([Analytical Report](#) | [Scenarios Report](#))
- ◆ [Draft Resolutions to be adopted in the XLIII General Assembly](#)
- ◆ [Draft Schedule](#)
- ◆ [Draft Agenda](#)
- ◆ [Draft Annotated Agenda](#)
- ◆ [Document Describing the Dialogue of the Heads of Delegation and the Secretary General with Representatives of the Workers, Private Sector, Civil Society and Social Actors on the General Assembly Theme "For a Comprehensive Policy against the World Drug Problem in the Americas"](#)
- ◆ [Civil society recommendations from the 10<sup>th</sup> Hemispheric Forum with Civil Society and Social Actors](#)

### GENERAL INFORMATION

#### 1. Requirements for entering and leaving the country:

The following link: <http://www.43asambleaoea.gt/index.php> provides information on visa requirements for entry into Guatemala.

## 2. Cost of stay, transportation and hotels:

Participants will be responsible for covering their own costs associated with their stay in Antigua, Guatemala, including accommodations, transportation, meals and other incidentals.

It is recommended to purchase round-trip airfare directly from the airline companies or a travel agency as far in advance as possible.

**Hotels:** Reservations must be arranged directly with the Accommodation Committee. Please find attached a list of recommended hotels for participants during the XLIII General Assembly.

To make hotel reservations, please be sure to fill in all sections of the **ACCOMMODATION AND TRAVEL DATES** form, available at the following link: <http://www.43asambleaoea.gt/solicitud-de-reserva-de-hoteles>.

**You must indicate your accommodation requirements by May 10, 2013. After that date, the Ministry of Foreign Affairs will be unable to guarantee the availability of rooms and special rates arranged with the hotels selected for the General Assembly, and its block of reservations will be canceled automatically.**

For any other inquiries about hotels in Antigua, Guatemala, please contact:

**Accommodations Committee:**

**Ms. Ileana Polanco**

**E-mail:** [hoteles43agoea@minex.gob.gt](mailto:hoteles43agoea@minex.gob.gt)

**Transportation:** The Government of Guatemala will offer bus transportation to all accredited participants for the General Assembly from the airport in Guatemala City (GUA) to Antigua, headquarters of the Assembly. In the airport, there will be information booths where you will find more details about the bus schedules.

During the Assembly, there will be buses that circulate periodically at established stops around the hotels in Antigua and that will transport the participants to the General Assembly venue at the Hotel Casa Santo Domingo. See the map of bus routes [here](#).

## 3. Infodesk:

In each of the official hotels, there will be an information desk at which participants can obtain further details regarding transportation routes and departure times, the XLIII General Assembly venue, hours for registration and late accreditation, and general information on the city of Antigua.

## 4. Languages and working documents:

The General Assembly plenary and General Committee sessions will be conducted in the four official languages of the Organization: Spanish, English, French, and Portuguese; simultaneous interpretation will be provided in all four languages. Since greening measures will be in effect and the printing of documents will be limited, participants are requested to keep their documents during all meetings. Delegations are kindly urged to download General Assembly documents from: [www.oas.org/43ag](http://www.oas.org/43ag).

## OTHER ITEMS OF INTEREST

**1. Weather:**

The average temperature in Antigua during the period of the General Assembly averages between a high of 27° C (80° F) and a low of 16° C (61 F) with heavy precipitation.

**2. Electric current:**

The electric current is 110 volts AC, 60 cycles.

**3. Area code:**

+ 502 + 9 + Antigua Phone Number

**4. Currency:**

The official currency in Guatemala is the Quetzal.