

Logistic Note

Workshop on Capacity Development for Mainstreaming Energy Sustainable Development Goals (SDGs), Targets and Indicators into Statistical Programmes in Selected Latin American Countries 4-6 February 2015, Panama City, Panama

Address of workshop

The workshop will take place in the Conference Room (Ground Floor) of the United Nations Building Complex of Panama. The address is:

**UN House Building 128
City of Knowledge, Clayton
Panama City, Panamá
Tel: +507 302 4500**

Passes and registration

You need a valid ID to enter UN premises, such as your passport. Participants are required to register at 9:00 AM every morning before the start of the workshop.

Passport

Your passport needs to be valid for more than 3 months (90 days) when entering Panama. Verify that your passport does not expire during the next 90 days; if so, a request for a new passport should be made. The Panamanian Immigration Authorities are strict about this issue and can possibly deny entry to Panama if this requirement is not met.

Hotel

Each participant is responsible for reserving his/her accommodation. It is strongly recommended that you stay in the Hotel Holiday Inn located in the City of Knowledge at a walking distance from the UN Building Complex. This is the only hotel located near the UN facility that will not require transportation. Please be advised that traffic in Panama City can create huge delays. The UN will not cover any ground travel expenses.

The hotel address is:

**Hotel Holiday Inn (Panama Canal / Miraflores)
Ave. Omar Torrijos Herrera
City of Knowledge, Clayton
Panama City, Panama
Tel: +507-340-9858
Email: groups@bernhotelspanama.com
Website: www.hinnpanama.com**

Please make your reservations **as soon as possible** to be able to secure a room during the days of the workshop and to be able to secure the special rate of around \$80/night (includes breakfast). Please indicate that you are participating in the UN workshop scheduled for 4-6 February 2015.

Please use the attached hotel reservation [form](#) found on the Logistics tab of our webpage. Workshop participants are responsible for making and securing their own reservations directly with the hotel.

If you have any difficulties with the hotel registration, please contact Natalie Fiddes of Holiday Inn directly at 507-206-8854

Visa information

Each participant must verify if a visa is required to enter the Republic of Panama. Please contact your nearest Embassy of Panama.

Relevant websites for your ease of reference:

http://www.panamatramita.gob.pa/clasificacion-migratoria?term_node_tid_depth=8105

<https://panama.visahq.com/>

Airport Transfer

It is recommended to use a taxi to travel from the airport to the Hotel Holiday. The cost for the taxi (one-way) is approximately \$35.

Interpretation

Interpretation will be provided in English and Spanish during the workshop.

Hospitality

Coffee/tea/snacks will be provided for during the conference.

February 4th: Lunch provided

February 5th: Lunch provided

Currency

The currency in Panama is the US dollar. The US dollar can be used for all transactions including hotel, restaurants, taxis, stores, etc. The Balboa is tied to the United States dollar (which is legal tender in Panama) at an exchange rate of 1:1. The Balboa exists only in coins denominations.

Climate

Panama is a tropical country. The average temperature all year is around 27 degrees Celsius.

Health

Please check with your doctor about possible vaccinations and health advisories for Panama before your departure.

Closest medical facility to the Hotel Holiday Inn:

Clínica de Clayton: Tel 317 0805 / 3170887, hours: 8am to 9pm

Hospital Santa Fe Tel: 227 473

Hospital Punta Pacífica Tel: 204 8000

Hospital Nacional Tel: 207 8100

Security

Although Panama City is considered as a safe and secure city, please keep in mind the following recommendations:

- Do not leave valuables unattended.
 - Leave your passport, air ticket and other valuables in your hotel room safe-deposit box.
- Carry only the necessary cash, credit card and ID card.
- Please take care of your carry-on luggage, especially your personal laptop at all times

Panama is currently in “Security Level -1/Minimal Risk,” with the exception of the Darien Province Classified as “Security Level -2/ Low.”

Electricity

The electricity is 110 volts and 60 cycles

Meeting Documentation and Website

All relevant materials for this meeting can be found on our website here:

<http://sustainabledevelopment.un.org/index.php?page=view&nr=830&type=13&menu=198>

Contact persons

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