



United Nations

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Framework Convention on  
Climate Change

**UNFCCC/LEG Regional Training Workshop on national adaptation plans  
for the Latin America and the Caribbean**

**San José, Costa Rica**

**4–7 September 2017**

**INFORMATION FOR PARTICIPANTS**

## 1. VENUE OF THE WORKSHOP

The workshop from 4 to 6 September 2017 will be held at Park Inn by Radisson, San José, Costa Rica.

The full contact details of the venue are as follows:

**Park Inn by Radisson**  
Ave 6, Calle 28, Barrio Don Bosco  
494-1007 San Jose  
Costa Rica  
Tel.: +506 41101100 / +506 2521 5840  
Email: [reservas@parkinncostarica.com](mailto:reservas@parkinncostarica.com)  
Web: <https://www.parkinn.com/sanjose>  
Coordinates: 9.9322° N, 84.0923° W

After a field trip in the morning of 7 September, the afternoon session will be held at:

**IICA–Inter-American Institute for Cooperation in Agriculture**  
P.O Box 55-2200, San José  
Vazquez de Coronado  
San Isidro 11101  
Costa Rica  
Tel.: +506 2216 0222  
E-mail: [iicahq@iica.int](mailto:iicahq@iica.int)

## 2. NOTE FROM THE SECRETARIAT

### Registration

Participants are requested to be at the venue on Monday, 4 September 2017 at 8.30 a.m. (at the latest) for registration. The secretariat staff will be available at the venue starting on Sunday, 3 September 2017, from 10.00 a.m.

### Information for funded participants

Funded participants are kindly requested to bring **their passports and boarding passes** with them on the first day of the workshop in order to facilitate DSA payment. Travel for eligible funded participants to and from San José will be arranged at the lowest cost and most direct economy fare. The UNFCCC secretariat will not be responsible for costs associated with any changes that the funded participants may wish to make to their tickets, for example: upgrading, re-routing or stopovers.

### Insurance

Participants are strongly advised to obtain international travel and medical insurance to cover the period of their departure for the workshop until the time of their return to their home country. The United Nations and the UNFCCC secretariat disclaim all responsibility for medical accident and travel insurance, for compensation, death or disability, loss or damage to personal property and for any other costs or losses that may be incurred during travel time or the period of participation at the workshop.

### 3. REQUIREMENTS FOR ENTRY INTO COSTA RICA

#### Passport

Participants are required to hold a passport valid for at least six months beyond the date of entry into Costa Rica.

#### Visa

If you are from Argentina, Brazil, Canada, Israel, Japan, Panama, Paraguay, Uruguay, the U.S. or a country in Europe (excluding Albania, Bosnia, Bulgaria, the Czech Republic, Iceland, Ireland, Lithuania, Malta, Slovakia and Slovenia), you can stay in Costa Rica for 90 days without a visa.

Travelers from Australia, Belize, China, Guatemala, Honduras, Iceland, Ireland, Mexico, New Zealand, Russia, Singapore, the Philippines and Venezuela can visit the country for 30 days without needing a visa.

For more information on visa, please visit:

[https://en.wikipedia.org/wiki/Visa\\_policy\\_of\\_Costa\\_Rica](https://en.wikipedia.org/wiki/Visa_policy_of_Costa_Rica)

### 4. ACCOMMODATION

Participants should make their own arrangements for accommodation. The room rates at the venue hotel, Park Inn by Radisson are as per below:

Room	Rate per night without taxes	Rate per night with taxes
SGL	\$84+imp	\$94,92
DBL	\$94+imp	\$106,22
TPL	\$104+imp	\$117,52
CDPL	\$126+imp	\$142,38

The rate includes:

- Complete buffet breakfast
- Wi-Fi
- Business Center
- Swimming pool and gym

### 5. FURTHER INFORMATION

#### Health considerations

**Yellow fever:** A yellow fever vaccination may be required, if you are coming from a country where yellow fever is present. Please check this list to see if you are required to get the yellow fever vaccine:

[Countries with risk of yellow fever virus \(YFV\) transmission](#)

For further information on health requirements, please visit:

<https://wwwnc.cdc.gov/travel/destinations/traveler/none/costa-rica>

## Language

Spanish is the official language of Costa Rica. A number of indigenous languages such as Cabécar, Bribri, and Maléku are also spoken. **Please note that the workshop will be conducted in English with Spanish translation.**

## Geography

The Republic of Costa Rica is a small country in Central America. It is bordered by Nicaragua to the north and Panama to the south. The Caribbean Sea is to the east and the Pacific Ocean is to the west. There are two major mountain ranges in the country: the Cordillera Volcanica and the Cordillera de Talamanca. As in many other Central American countries, Costa Rica suffers from occasional volcanic eruptions and earthquakes. It covers an area of 51,100 km<sup>2</sup>. The population of Costa Rica is 4.76 million people.



## Climate

The climate in Costa Rica is hot in the plains and along the coasts, and milder in the plateau. Temperature disparities are low, because the country is located near the Equator. The main difference between the seasons is associated to the rains.

The capital city of San José is located in the central part, at 1,100 metres above sea level, on a plateau (the Central Valley, between the Cordillera Central and the Cordillera de Talamanca), thus it has pleasant temperatures throughout the year, with cool nights and warm days. The maximum temperature in San José in Septembers is 26°C and the minimum is 16°.

### Time zone:

Costa Rica time is GMT – 6

### Electricity voltage

The voltage in Costa Rica is 120 Volts and the power sockets used are of type 1 (plug below):



If your appliances plug has a different shape, you may need a plug adapter.

## **Currency and banking**

The Costa Rican colón (CRC) is the official currency of Costa Rica. However, US Dollars are also commonly used. The taxis from the airport, restaurants and hotels accept dollars.

Credit cards and ATM: American Express, Visa and Master Cards are accepted throughout the country. However, Visa is generally considered to be the most widely used. You can find ATMs in the main cities in the country and even in some hotels in San Jose. Using your debit card to get money is better than carrying cash and exchanging it in hotels.

## **Telephone services**

The international dialling code of Costa Rica is +506

Mobile telephone services cover now most of the country. Prepaid SIM cards are cheap and widely available. From the four mobile phone providers (Claro, Kolbi, Movistar, TuYo), Kolbi has the best coverage in remote areas (such as the Península de Osa) and Movistar has the worst.

## **Dress code**

Participants may dress casually during the workshop.

## **Tipping**

Tipping in restaurants, bars and coffee shops is optional. A ten percent service charge is already added to the bill. If you feel like service was great, you may leave an extra tip of your choice

## **6. WORKSHOP CONTACTS IN COSTA RICA**

While in San José, you may call the following person in case you need assistance:

### **Mr. Pascal Girot**

Ministry of Environment and Energy

Tel.: +50688867147

E-mail: pgirot@minae.go.cr

For further questions regarding the workshop, please contact the following persons from the UNFCCC secretariat:

### **i) Mr. Motsomi Maletjane**

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**We wish you a successful workshop and a pleasant stay in Costa Rica.**