



PRODUCTIVITY AND INCLUSIVE GROWTH

International Conference and Ministerial Meeting

DECEMBER 5 and 6, 2016
Hotel Sheraton, Santiago - Chile

Introduction

This information guide was written to provide practical information to the official delegations attending the International Conference and Ministerial Meeting “Boosting Productivity in Latin American countries” that will be held in Santiago de Chile, on December 5 and 6.

The guide contains general information and logistical details as well as information on the accreditation, accommodation and means of transportation.

The information here is subject to change. If this happens, the participating delegations will be informed of the modifications made.

Santiago 2016

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I. Date and venue

INTERNATIONAL CONFERENCE AND MINISTERIAL MEETING



December 5, 2016



HOTEL SHERATON SANTIAGO

Santa María AV. 1742. Providencia, Santiago, Chile. (Close to the metro station Pedro de Valdivia, Line 2)



MINISTERIAL MEETING



December 5 and 6, 2016



HOTEL SHERATON SANTIAGO

Santa María AV. 1742. Providencia, Santiago, Chile. (Close to the metro station Pedro de Valdivia, Line 2)



The International Airport, Arturo Merino Benitez, is located at 29km from Santiago's city center. The Sheraton Hotel is not exactly in the center but it is close to it heading towards the eastern area (zona oriental). The journey from the airport to the meeting place takes approximately 30 minutes depending on traffic.

II. Translation

The sessions will be mainly in Spanish. Interpreters will be making simultaneous translations in English/Spanish at the Sheraton Hotel.

III. Acreditations

All participants to the Ministerial Meeting will have to confirm their attendance to the Chilean Ministry of Economy, Development and Tourism.

We invite you to fill in the registration form, provided below, and send the list of participants to Ms. Carla Quiroga, Head of the International Relations office at the Ministry (contact number +56 224733418).

Please send the registration form to cquirogam@economia.cl with copy to conferenciaproductividad@economia.cl

IV. Accommodation

For the purpose of this meeting we suggest the following accommodation, the cost of which is the responsibility of each delegation.

A preferential tariff will apply on December 4, 5 and 6.

Hotel Sheraton Santiago. Please Contact Mr. Javier Ramirez: javier.Ramirez@sheraton.com

SAN CRISTOBAL TOWER – THE LUXURY COLLECTION



Tarifa preferencial

Grand Deluxe sgl/dbl

\$ 142.830 + IVA

SHERATON SANTIAGO HOTEL & CONVENTION CENTER



Tarifa Preferencial

Classic Room sgl/db

\$ 118.530 + IVA

V. Diner

There will be a closing meeting at the end of the first day, on December 5 at 8p.m. The place will be further communicated to the delegations. Means of transportation will be available for the delegations that request a transfer from the Sheraton Hotel to the diner place.

Any person that has allergies or medical problems, please contact Ms. Tatiana Colicheo tcolicheo@economia.cl +56224733418.

VI. Useful information

Climate

The climate in Santiago is Mediterranean, it is cool in the mountains, approximately 10°C to 12°C and it can increase up to 24°C to 27°C during the day.

Opening times

Banks: From Monday to Friday and from 9:00 to 14:00.

Exchange bureaus: From Monday to Friday and from 9:00 to 14:00.

Businesses: Malls from Monday to Sunday from 9:00 to 21:00, and shops from Monday to Friday from 9:00 to 20:00.

VII. Coordination

General coordination in Chile

Chief Advisor of the Chilean Ministry of Economy, Development and Tourism, Mr. Juan Cristóbal Marshall Head of the International Relations office of the Chilean Ministry of Economy, Development and Tourism, **Ms. Carla Quiroga** cquirogam@economia.cl

General coordination in Paris

1. Permanent Mission of Chile to OECD

Ambassador of the Permanent Mission of Chile to OECD,

Mrs. Claudia Serrano cserrano@minrel.gob.cl

Counsellor of the Permanent Mission of Chile to OECD,

Ms. Alison Gilberto agilberto@minrel.gob.cl

2. The Organisation for Economic Co-operation and Development

Assistant Director for the Economic Department of the OECD,

Mr. Patrick Lenain patrick.lenain@oecd.org

Registration form

I accept the invitation to participate to the International Conference and Ministerial Meeting **“Boosting Productivity in Latin America”** that will take place on December, 5 and 6, 2016.

Título y Función <i>Title and Function</i>	
Apellido <i>Last Name</i>	
Nombre <i>First Name</i>	
Organización <i>Organisation</i>	
Teléfono <i>Telephone</i>	
Celular <i>Mobile</i>	
Correo electrónico <i>Email</i>	
Nombre de Asistente <i>Assistant's Name</i>	
Teléfono de Asistente <i>Assistant's Telephone</i>	
Celular de Asistente <i>Assistant's Mobile</i>	
Email de Asistente <i>Assistant's Email</i>	
Requerimientos de Dieta <i>Dietary Requirements</i>	

Please complete and send this form before November, 25 to:
cquirogam@economia.cl with copy to conferenciaproductividad@economia.cl