General Information about Brasilia

Introduction

Brasilia, the capital of Brazil, was inaugurated on April 22nd 1960, in the central area of the country. The city has an approximate population of 2.5 million (3.6 million considering the metropolitan area). As the national capital, Brasilia is the seat of all three branches of the Brazilian government. Additionally, the city hosts many Brazilian companies.

Weather

The climate of Brasilia is subtropical.

The dry season is from April to September. During this season, humidity may drop to a throat-scratching value of 20% and temperatures can be very hot during the day (above 35°C) and chilly at night, below 15°C. Due to this situation, it is very important to be well hydrated throughout the entire day, especially between 2 to 4 p.m.

General information

- Voltage: 220 V 60 Hz.
- Time zone: Three hours behind GMT (GMT -03:00).
- Currency: Real (singular) / Reais (plural) (R$). Exchange rate (UN official exchange rate as of September 2016: R$ 3.25 = US$ 1)
- Tipping In Brazil: Tips are usually automatically added (10%) to bars and restaurant bills. However, 10% charge for services are not mandatory. In hotels, tips to the bell boy are recommended to be of around R$ 1,00 per bag. For valet parking, it is also expected to tip the driver in an average of R$ 1,00 – R$ 2,00. For others services, such as cab drivers, tipping are not usual.

Venue

The 10YFP South-South Cooperation Conference will be held in the Itamaraty Palace (Palácio do Itamaraty, the building of the head office of the Ministry of Foreign Affairs which is located in Esplanada dos Ministérios, Bloco H, Palácio do Itamaraty.
Accommodation

All international guests are welcomed to book rooms directly in one of these hotel options located in the center of the city and blocks away from the conference venue. The price range for a single room is around the USD 100.00 per night:

**Comfort Suites Brasilia**  
**Address:** Shn Quadra 04 Bloco D, Brasilia, Brazil  

**Allia Grand Hotel**  
**Address:** SHN, Quadra 5, Bloco B - Asa Norte, Brasília - DF, 70705-020, Brazil  

**Windsor Plaza Brasilia**  
**Address:** SRS, Quadra 5, Bloco H, Brasilia DF, Asa Sul, Brasilia, 70322-912, Brazil  

**Mercure Brasilia Eixo Hotel**  
**Address:** Setor Hoteleiro Norte quadra 5 Bloco G, 70710300 Brasilia, Brazil  

**Manhattan Plaza Brasilia**  
**Address:** SHN Quadra 2, Bloco A – CEP 70702-900 - Brasilia – DF  
[https://www.manhattan.com.br/](https://www.manhattan.com.br/)

***For the participants that will receive funding from UN Environment, further information on the accommodation will be given shortly.***

Should a special diet be needed, please inform ROLAC (Carina Chung, email: carina.chung@unep.org) before March 6th. Additional services at the hotel will have to be covered by the participants.

It is expected for international guests to arrive during April 5th, 2017 and depart during April 7th in the evening or on April, 8th, 2017.

**Visa Permit**

Please be advised that if required, participants should arrange visa procedures with the Brazilian embassy or consulate located in their respective countries. Funded participants will receive a daily subsistence allowance from UN Environment, which include an additional amount aimed at covering the visa permit expenses, once he/she can confirm his/her presence at the conference.
The following link contains information (in Portuguese and English) about visa permit in Brazil and the list of the requirements needed to travel to Brazil. [http://www.portalconsular.itamaraty.gov.br/vistos-para-viajar-ao-brasil](http://www.portalconsular.itamaraty.gov.br/vistos-para-viajar-ao-brasil)

**Country Specific Vaccination and Health Guidance**

Travelers should consult with their medical providers regarding immunization and vaccination requirements prior to travel. Travelers should have a documented yellow fever card, applied at least ten (10) days prior to travel. For health information in Brazil and specific vaccination requirements to travel to the country please visit: [http://www.who.int/countries/bra/en/](http://www.who.int/countries/bra/en/)  [http://wwwnc.cdc.gov/travel/destinations/traveler/none/brazil](http://wwwnc.cdc.gov/travel/destinations/traveler/none/brazil).

It is advisable that all participants take the precautionary measures needed to participate in the conference.

**Medical Requirements**

Meeting participants shall travel in good health conditions or carry with them their regular medications. In case of medical emergency, the participant must have an international health insurance or defray their expenditures.

**Transportation**

Transportation between the airport and the hotel will have to be covered by the participants. Airport taxis are easily identified and queued at the airport’s exit. Final price will be paid as shown on the taximeter. **Payment in USD in the taxi is not permitted, so international guests are invited to withdraw some Reais at the Airports ATMs or exchange some money at the currency exchange posts located in the airport.**

For any additional transportation, public services are not very recommended as bus lines are usually crowded and the central bus station is not recommended by UN Security Rules (UNDSS). Taxi service is efficient, fast and comfortable as well as the UBER service that is widely used in Brasilia.

Radio Taxi services: Brasilia Radio – Taxi +55 61 33283038 and Cooper Taxi +55 61 33446161

**Security tips* **UNDSS guide information

According to Brazilian security authorities, Brasilia’s “Plano Piloto” (central area of town) is considered as a safe area where one can walk on the streets. Nevertheless, precautions should be taken and it’s advisable to practice the same caution you would practice when visiting a major metropolitan destination in your country. Consider the caution you take at night in any major city and use the same caution when in Brasilia. Expensive cameras and jewelry should be worn discreetly. Purses and wallets can attract attention. Use a money belt or a concealed money pouch for passports, cash and other valuables. Only carry small amounts of cash and a copy of your passport. Carry only the credit cards you
are going to need, not all you have. When using ATMs do it at commercial hours and prefer the ATMs located inside banks, shopping malls or supermarkets. Whenever possible, do not travel alone. If you travel to isolated areas, go with a group or a reputable guide, preferably a Portuguese speaker. Avoid walking in “Plano Piloto” Bus Station area (known as Rodoviária) and surroundings where pick pocketing and robberies have been reported. By night, avoid walking in the “Asa Sul” Hotel area. Pickpockets are also found in crowded places. Be aware – pickpockets could be men, women or even children. In case you are assaulted, do not react. Call 190, if you speak Portuguese, if not, call the Rio Branco Battalion. The officer on duty often speaks English. As soon as possible report the crime to the nearest Police Station.

Although, it is safe to take any regular taxi in Brasília, give preference to radio taxis or UBER. In the car, keep doors locked, windows closed and valuables out of sight. A common trick is for a thief to reach through a car window and grab a watch from a person’s wrist or a purse or package from the seat while you are driving slowly or have to stop during traffic. If you are driving a car, do not park it in isolated areas and do not stay in the car waiting for someone after you park. Avoid giving lift to strangers. Always carry emergency contact information with you that includes a contact in Brasilia.

**Useful Contacts**

**Local Security Assistant**- Anderson Nakamura DIAL +55 61 8153-8926  
**UN Environment Security Focal Point in Brazil** - Marco Ambrosio DIAL +55 61 8115-0082  
**UN Environment Brazil Office telephone** - +55 61 3038-9233  
**State Police Emergency Telephone** - 190  
**Rio Branco Battalion (Specialized Police Support)** - +55 61 996115377 or +55 61 39101628  
**Fire Department** - 193  
**Ambulance** - 192

Below you will find the map of Brasilia City and in the signaled area the address of the “Itamaraty Palace”, the official venue of the conference.