



UNITED NATIONS



Economic Commission for Latin America and the Caribbean

**REGIONAL WORKSHOP
INTERNATIONAL STATISTICAL CLASSIFICATIONS**

Santiago, 20-22 Mayo 2025

BRIEFING NOTE

INTRODUCTION

The Regional Workshop on International Statistical Classifications jointly organized by the United Nations Statistics Division (UNSD) and the Economic Commission for Latin America and the Caribbean (ECLAC) will be held on 20-22 May 2025 in hybrid format with English-Spanish interpretation at ECLAC headquarters in Santiago, Chile.

The purpose of this document is to provide participants with useful information to facilitate their participation at the meeting.

The meeting coordinators will be available to answer any questions concerning logistical or organizational matters before and during the event.

1. General information on Chile

Geographical location

Chile is in the extreme south-west of South America. Its capital city is Santiago, and the country has a total population of around 19.5 million. Chile lies between the Pacific Ocean and the Andes mountains, and its long, narrow territory is divided into 16 administrative regions.


The capital

Santiago is the capital city of Chile, and its Metropolitan Region is home to 7 million people. It has a Mediterranean climate and well-defined seasons, including rainy winters with temperatures as low as 0°C (from May to September) and dry summers with daytime temperature highs of around 30°C (from November to March). Relative humidity is low, and evenings are cool.

Although the tap water is safe to drink, it may affect foreigners due to changes in bacterial flora. Visitors are therefore advised to drink bottled water.

As in all large cities, visitors are advised not to wear valuable jewellery and to remain alert regarding cell phones, wallets or bags, for security reasons.

Useful information

LOCAL CURRENCY	The national currency is the Chilean peso (\$). The exchange rate is approximately 931 pesos to the dollar (March 2025).
LOCAL TIME	UTC/GMT -4 hours (on the dates of the meeting).
ELECTRICITY	In Chile, the standard voltage is 220 volts. The frequency is 50 Hz. Plugs and sockets are type C or L. 
AIRPORT CHARGES	The airport charge is included in the airfare.
TIPPING	Tipping is common in Chile, as it is in other parts of the world. In restaurants, it is customary to tip around 10% of the total bill.

2. Meeting venue

The Regional Workshop on International Statistical Classifications will be held on 20 to 22 May in the Celso Furtado Conference Room, located at ECLAC headquarters in Santiago, Av. Dag Hammarskjöld 3477, Vitacura and with entrance access also through Alonso de Córdova 3170, Vitacura, Santiago.

3. Meeting coordinators

The meeting is being organized by ECLAC and UNSD, the contact persons are:

Administrative issues:

Paula Fuenzalida

Programme Management Assistant
Statistics Division
ECLAC, United Nations
Telephone: (+56) 2 2210 2634
E-mail: paula.fuenzalida@un.org

Substantive issues:

Alejandra Ovalle

Senior Statistics Assistant
Statistics Division
ECLAC, United Nations
Telephone: (+56) 2 2210 2412
E-mail: alejandra.ovalle@un.org

Pedro Farinas

Associate Statistician/Business Statistics Section
Statistics Division
United Nations
Telephone: (+1) 212 963 2288
E-mail: chl@un.org

4. Travel details

UN will provide round-trip economy class travel for the participant on the most economical route. Please ensure that the participant's passport is valid for at least 6 months after the duration of travel.

As all travel arrangements will be organized through an UN-authorized travel agency, please do not make any booking on your own.

The participant is required to confirm the flight schedule and to check the travel itinerary, name, passport validity and visa requirements with due diligence. For any requested change after an air ticket is issued and/or route the applicable additional fee is responsibility of the participant.

The participant is requested to retain the e-ticket receipt and all boarding passes for submission to paula.fuenzalida@un.org to receive financial entitlement as outlined in section 5.

5. Daily Subsistence Allowance (DSA) and Terminal Expenses (TE)

We request you to please take NOTE of the following information regarding Daily Subsistence Allowance (DSA):

The DSA to cover hotel and meals will be approximately USD 256 multiplied by the official nights in Santiago, Chile according to the flight schedule to be received (this value may vary depending on the exchange rate in May). In addition, you will obtain a total of USD 252 for transportation.

IMPORTANT NOTE: Please take into consideration that the DSA will be paid once you return home and send paula.fuenzalida@un.org your boarding passes or passport stamps by this means. It is important to consider this, because without these passes you will not be able to receive your travel expenses.

Due to the aforementioned, you are requested to take the necessary precautions to cover your expenses during the mission.

6. Visa and entry requirements for Chile

Participants must be in possession of a passport valid for at least six months beyond the date of entry into Chile. Obtaining the necessary visa is the responsibility of the participant and/or the participant's organization.

Delegates from countries whose citizens require a visa to enter Chile should apply for one in advance at their nearest Chilean embassy or consulate. To find out whether you need a visa, go to the website of the Ministry of Foreign Affairs of Chile (<https://www.minrel.gob.cl/embajadas-y-consulados>) and click on the country of your nationality.

7. Hotel reservations

The ECLAC Conference Service Unit has reserved a block of rooms at special rates at the following walking distance hotels:

Reservations must be made directly with the chosen hotel before the expiry date indicated on the hotel reservation form (see the last page of this document). After that date, the hotel reserves the right to change the rate and cannot guarantee that rooms will be available.

The rates do not include the value added tax (VAT) of 19%. Visitors paying in dollars or with international credit cards are exempt from VAT. In that case, the hotel will request the slip issued by border control upon entry into Chile.

*To maintain the special ECLAC rate, hotel reservations must be requested personally, not through agencies or other means. Delegates are responsible for making their own reservations. You are advised to check that the hotel has processed your reservation and to request a **reservation number or confirmation code**. The hotel requires your flight information and dates of arrival and departure from Chile, as well as credit card details, to secure the reservation. **Please send the chosen hotel the attached hotel reservation form, with all the required details.***

8. Transport from the airport to Santiago

For transfers from the airport to the city, there are minibuses run by the companies Transvip and WeTransport, located inside the airport, which can take 10–12 passengers and drop passengers off in different neighbourhoods, at a cost of approximately US\$30 per person.

Travellers who wish to use individual transport should use the official taxi firms (Taxi Turismo Oficial), which are also located inside the airport; fares to the city range from US\$35 to US\$40, depending on the destination.

There are also bus routes and taxis for transportation in the capital, in addition to six subway lines. Taxi fares are indicated on meters and drivers are generally not tipped.

9. Registration

At the entrance of ECLAC, participants will be required to show their passport or travel document to be directed to the meeting room.

If you require more information regarding participant accreditation, please contact Paula Fuenzalida (paula.fuenzalida@un.org, (+56) 2 2210 2634).

10. Internet

Participants will have access to a wireless Internet connection (Wi-Fi) in the conference room and in open areas. To use the connection, participants are required to register and enter a password.

11. Languages

The official language of the workshop will be English. There will be simultaneous interpretation English-Spanish and vice versa.

12. Facilities and services at ECLAC

Bank

There is a branch of Banco de Chile in the basement of the main ECLAC building. It is open to the public from 9 a.m. to 2 p.m. Foreign currency can be exchanged from 10 a.m. to 12.30 p.m.

Meals

ECLAC has a cafeteria and a lunchroom, which are open from 9 a.m. until 5 p.m. Participants are responsible for paying for these services.

Medical services

The ECLAC Medical Service, on the ground floor of the main building (office number Z-210, ext. 2333) provides first aid. It is open from 9 a.m. to 1 p.m. and from 2.30 p.m. to 6 p.m.



FORMULARIO RESERVA HOTEL / HOTEL RESERVATION FORM
Taller Regional sobre Clasificaciones Internacionales (20-22 mayo, 2025)

Nombres/Name:		Apellidos/Last name:	
Dirección/Address:			
Ciudad/City:		País/Country:	
Teléfono/Phone::		Correo-e/E-mail:	

MARQUE LA CASILLA DEL HOTEL DE SU PREFERENCIA:

<input type="checkbox"/>	<input type="checkbox"/>
Hotel Director Vitacura (★★★★) Av. Vitacura 3600, Vitacura. Tel: (+56) 2 2389 1956 Habitación simple/single room: USD 116 + impuestos (tax) <i>(incluye desayuno e Internet/ includes breakfast & internet)</i> Contacto: Evelyn Vilches Departamento de Reservas reservas@director.cl Código de grupo/Group code: 968703 Fecha de vencimiento del bloqueo Expiration date: 19 April 2025 :	Hotel Pullman Vitacura (★★★★) Av. Vitacura 3201, Vitacura. Tel: (+56) 2 2947 3612 Habitación simple/single room: USD 130 + impuestos (tax) <i>(incluye desayuno buffet, Internet y acceso al gimnasio/ includes breakfast, internet and access to gym)</i> Contacto: Francisca Cid Departamento de Reservas francisca.cid@accor.com Código de grupo/Group code: CEP0519 Fecha de vencimiento del bloqueo Expiration date: 5 May 2025

Fecha/date check in:	Núm de vuelo llegada (si es que lo tiene): Flight No:
Fecha/date check out:	Numero de vuelo salida (si es que lo tiene): Flight No:

Autorizo el uso de la siguiente tarjeta de crédito a fin de garantizar mi reserva de hotel /
I authorize the use of my credit card to guarantee my hotel reservation:

<input type="checkbox"/> American Express	<input type="checkbox"/> Mastercard	<input type="checkbox"/> Visa	<input type="checkbox"/> Otra/Other – Por favor, indicar cuál / please which:
Núm. de tarjeta de crédito/Credit card number:			Fecha de vencimiento/Date of expiration: MM/AAAA

Por favor, complete el formulario y envíelo por correo electrónico solamente al hotel seleccionado.
No copie a personas de la CEPAL en su correo. Los datos de su tarjeta de crédito solo deben ser recibidos por el hotel.
Please complete the form and send it by email only to the selected hotel.
Do not copy ECLAC staff in your email. Your credit card details should only be received by the hotel.

Notas:

- El pasajero queda exento del pago impuestos si es extranjero no residente en Chile y paga en USD o con tarjeta de crédito internacional/ Visitors paying in dollars or with international credit cards are exempt from VAT.
- Si al momento de hacer su reservación ya venció el bloqueo preferencial, igualmente puede contactar al hotel de su preferencia y consultar por la disponibilidad de habitaciones en esa fecha/ If the preferential block has already expired at the time of making your reservation, you may contact the hotel of your choice and inquire about room availability for those dates.
- Para referencia de la ubicación de los hoteles en relación con la sede de la CEPAL, por favor revisar el siguiente mapa/ For reference on the location of the hotels in relation to the ECLAC headquarters, please check the following map: <https://www.google.com/maps/d/u/0/edit?mid=1c5NI4AG4Ud8DozgQbNrFshAnKnkgn7g&usp=sharing>