

Handbook for Delegates



Finance
in Common

4-6 SEPTEMBER 2023

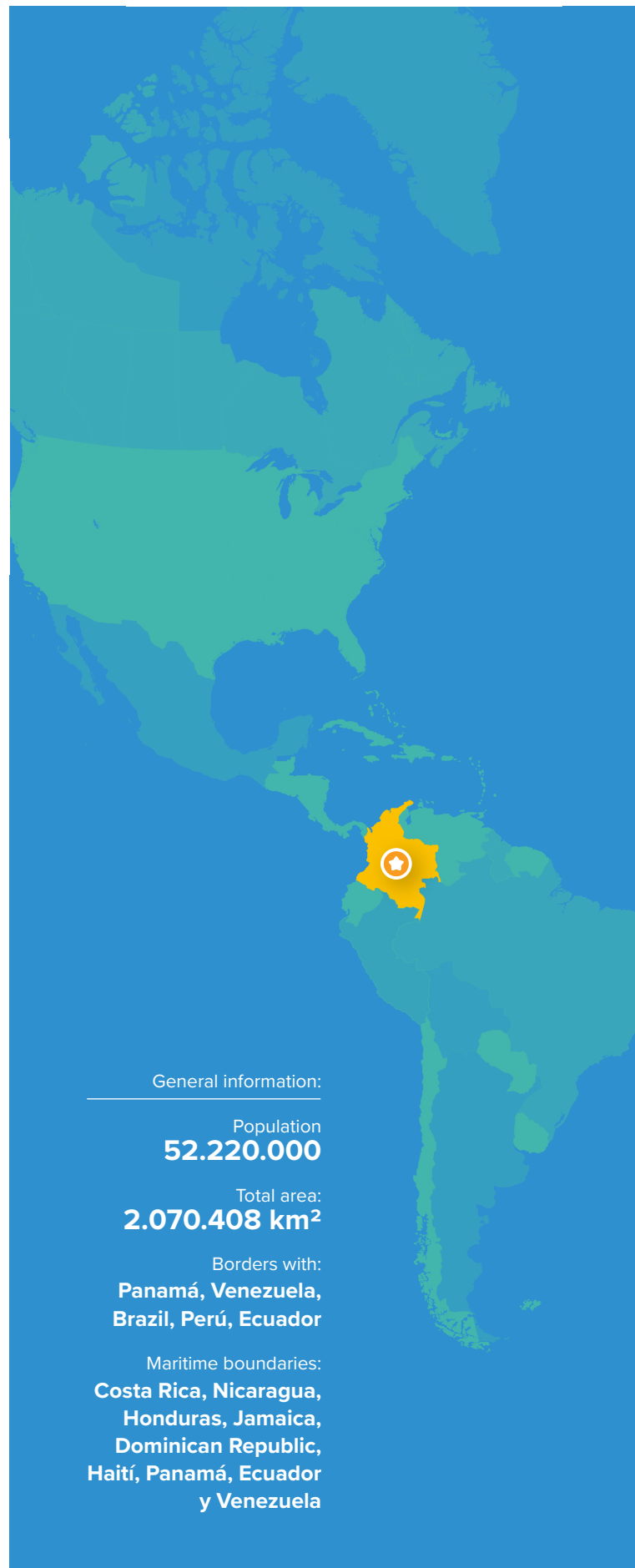
The 2023 edition of the Finance in Common Summit (FiCS)

will take place September 4th to 6th in Cartagena, Colombia. It will bring together representatives of Public Development Banks (PDBs) from all around the world and their key partners to highlight the pivotal role they play towards a more inclusive and sustainable financial system.

Directors and representatives of various development financial institutions, government delegations, representatives of international organizations, civil society, among others, will participate in the event.

This Handbook for Delegates provides guidelines for participants on Summit-related issues such as: schedule, credentials, airports, transportation, lodging, liaisons, platforms, communications, health, security, press, among others.

The FiCS Organizing Committee fully commits all its capabilities to ensure a successful event and the expected outcomes for all participants.



General information:

Population
52.220.000

Total area:
2.070.408 km²

Borders with:
**Panamá, Venezuela,
Brazil, Perú, Ecuador**

Maritime boundaries:
**Costa Rica, Nicaragua,
Honduras, Jamaica,
Dominican Republic,
Haití, Panamá, Ecuador
y Venezuela**

Language

Spanish is the official language of the Republic of Colombia.

Local time Colombian standard time is 5 hours behind Greenwich Mean Time (-5GMT).

Phone

- (57) Colombia Country Code.
- (605) Cartagena de Indias Area Code.
- (601) Bogotá D.C. Area Code.

Power Supply

The power supply in Colombia is 110V, 60 cycles (60hz). Therefore, we recommend having transformers and adapters as necessary. There are two types of outlets:

A.



B.



Temperature

The average temperature in Cartagena de Indias is 28° C (80° F), and humidity is 81%.

FICS 2023 Summit Venue

The main venue for FICS 2023 will be the Cartagena de Indias Convention Center, located in the Getsemani neighborhood.

Immigration

To enter Colombia, visitors must hold a valid passport. No vaccination card is required.

Currency Exchange

You may exchange major currencies at foreign exchange offices located in the city and at the Rafael Núñez International Airport of Cartagena de Indias, such as:

• Americambios:

Location: Outside. International Arrival Hall.

Schedule: From 7:00 to 20:00 hours.

Telephone numbers: +57 (605) 658 32 39

• GloboCambio:

Location: Outside. National and International Arrivals Hall.

Schedule: From 7:00 to 20:00 hours.

Telephone Numbers: +57 01 8000 180433

Web Site: www.globocambio.co

Currency

Colombia's local currency is the Colombian Peso. Its official exchange rate varies from day to day. We recommend checking the exchange rate (TRM) of the day.

Taxes

All purchases in Colombia are subject to a 19% Value Added Tax (VAT).



Tips

Tipping in Colombia is voluntary. The custom is to tip 10% of the total value of the bill at bars and restaurants. Businesses usually include this percentage in the bill, with prior consent.

Organizing Committee

The organizing committee is composed of the Latin American Association of Development Financial Institutions (ALIDE), the Colombian Development Bank (Bancóldex), the Inter-American Development Bank (IDB), the Latin American and Caribbean Development Bank (CAF), and the European Investment Bank (EIB), together with the FiCS secretariat.

Credentials

The participation in FiCS 2023 is coordinated by the FiCS Secretariat together with the co-organizers of the event, who directly invite government-sinternational organizations, development banks, social organizations, academia, and others.

On-site participation is subject to confirmation by the organizers, due to limited capacity.

Access to the Convention Center will be subject to entry restrictions and security controls.

Credentials will be handed out starting September 3 at 2:00 p.m., at the modules located at the outside entrance of the Convention Center.

Participants who would like to receive their credentials the day before the event may do so, and transportation will be available from the host hotels for this purpose. Please note that credentials are personal and non-transferable, must be worn at all times and only one will be issued per participant. For more information on accreditations, please contact the accreditation coordination, whose information you can find in the directory.

Airport

For airport support, all participants are advised to confirm their flight itineraries during the accreditation process by sending an e-mail to the credentials coordination e-mail address (**fics2023@bancoldex.com**).

Participants may also refer to Aviatour Travel Agency, the event operator, at the airport in case of any questions or if assistance is required. In addition, there will be uniformed staff with the FICS logo ready to answer any questions.

Aviatour Travel Agency Bogotá

The office is located on the second floor of El Dorado Airport in front of Gate 3. Hours of operation:

Monday to Friday: 07:00 to 21:00

Saturdays: from 07:00 to 19:00

Sundays: from 08:00 to 17:00

Phone Numbers: +573153096519 | +573102883709 | +573183087635 | +573102883708 | +57310 2209606

Aviatour Travel Agency Cartagena

The office is located on the right side at the exit of the national terminal. Hours of operation:

Sunday - Sunday: 08:00 to 18:00

Phone Numbers: +573174415518

Transportation

The Event Organization will offer transportation service for the participants staying in some of the official event hotels, or in nearby locations, for the dates and times. Below you may also hire private transportation directly through the Operator's Coordinators.

SEPTEMBER 3

Shuttle service from the Airport to the Official Hotels from 5:30 AM to 1:00 AM.

Shuttle service from the Official Hotels to the Cartagena Indias Convention Center for registration will be available from 2:00 PM to 6:00 PM with return.

SEPTEMBER 4

Departure times for transportation from the Official Hotels to the Cartagena Indias Convention Center

- Hilton Hotel : 7:00 AM
- Intercontinental Hotel: 7:00 AM
- Capilla del Mar Hotel: 7:15 AM
- Haytt Hotel : 7:15 AM
- Santa Teresa Hotel: 7:15 AM
- Santa Clara Hotel: 7:15 AM
- Bastión Hotel: 7:15 AM
- Anandá Hotel: 7:15 AM

The return from the Cartagena Indias Convention Center to the Official Hotels will be at the end of the agenda.

Shuttle service from the Airport to the Official Hotels from 7:00 AM to 7:00 PM.

SEPTEMBER 5

Departure times for transportation from the Official Hotels to the Cartagena Indias Convention Center

- Hilton Hotel: 7:30 AM
- Intercontinental Hotel: 7:30 AM
- Capilla del Mar Hotel: 7:40 AM
- Haytt Hotel: 7:40 AM
- Santa Teresa Hotel : 7:40 AM
- Santa Clara Hotel: 7:40 AM
- Bastión Hotel: 7:50 AM
- Anandá Hotel: 7:50 AM

The return from the Cartagena Indias Convention Center to the Official Hotels will be at the end of the agenda.

Transportation will be available, both to and from, the side event (with invitation) and the cocktail event (for all participants) that will take place at the Spanish Cooperation Training Center and that are included in the official agenda.

SEPTEMBER 6

Departure times from the Official Hotels to the Cartagena Indias Convention Center

- Hilton Hotel : 7:30 A.M
- Intercontinental Hotel: 7:30 A.M
- Capilla del Mar Hotel : 7:40 A.M
- Haytt Hotel: 7:40 A.M
- Santa Teresa Hotel: 7:40 A.M
- Santa Clara Hotel: 7:40 A.M
- Bastión Hotel: 7:50 A.M
- Anandá Hotel: 7:50 A.M

The return from the Cartagena Indias Convention Center to the Official Hotels, or to the Airport, will be when the agenda ends.

Shuttle service from the Official Hotels to the Airport will be offered from 6:00 PM to 10:00 PM.

SEPTIEMBRE 7

Shuttle service from the Official Hotels to the Airport will be from 7:00 AM to 7:00 PM.

In addition, those who want to hire private transportation can do so directly through the Operator Coordinators, whose information is available in the directory.

Lodging

Official hotels for accommodation:

- Charleston Santa Teresa Hotel
- Sofitel Legend Santa Clara Cartagena
- Intercontinental Hotel
- Hilton Hotel
- Capilla del Mar Hotel
- Anandá Hotel
- Bastión Hotel
- GHL Arsenal Hotel
- Holiday Inn Hotel

If you would like to manage your reservation in any of these hotels, or in others (subject to availability), you can contact the accommodation coordinators, whose information you can find in the directory.

We suggest booking your room early to make your visit to Cartagena more convenient.

Location of hotels in the city



FiCS 2023 does not cover the costs of flights, accommodation, or per diem. These covered fully borne by the attendees.

Luggage

Participants may use our luggage storage service during the event's scheduled hours.

Press

Media outlets are required to be accredited by the organization for FiCS 2023 media coverage, either for in-person or virtual participation.

During the event, accredited media will have access to the Press Room in the Pegasus Hall, which has all the tools to facilitate the work of journalists.

For any information related to media accreditation or

the media agenda, you can contact the communications coordination, whose information you can find in the directory.

Medical Services

The Convention Center is equipped with a medical first aid station with specialized personnel, as well as medical transportation in the event any participant needs to be transferred to a higher level of care.

In such cases, patients will be taken to the Serena del Mar Hospital Center, located 20 minutes away from the event site. Basic health care services will also be provided at the hotels with on-site services.

Safety and Facilities

The Convention Center relies on its own security system for participants. The National Police will also be on site to support the event.

Access will not be allowed to persons and vehicles without proper accreditation from FiCS.

Food

Participants will enjoy refreshments during the event in between sessions, as well as lunches during the days of the agenda.

Also, coffee stations and permanent refreshment stands will be available.

Gastronomy is inspired by typical regional and local traditions. If you have any special dietary requirements, please inform the Organization through the registration form, or contact emails.

Information Center

An information desk will also be located in the Obregón Hall at the Cartagena de Indias Convention Center. You will find the program with event schedules and venue information, emergency exits, services for people with disabilities, tours for accompanying persons, etc.

You may also visit <https://financeincommon2023.com/> to learn about key information for the event.

Bilateral Meetings

In-person participants will be able to coordinate bilateral meetings, for which there are 6 closed rooms for 8 people and 10 open rooms for 6 people on the second floor of the exhibition hall of the Convention Center.

The scheduling of these meetings can be done through the networking module of the website <https://financeincommon2023.com/>, which you can access through the email address you registered with for the event; or directly at the networking support module located on the second floor, in the room area.

On the website you will find a directory with the general information of the in-person participants; you can check their time availability and invite them to a meeting. Once approved or requested, you will receive an email with the instructions. All contact information can be seen reflected in the dashboard of the online section.

Stands

FiCS 2023 includes a trade show, featuring booths located at the entrance to the second-floor lobby of the Convention Center. For more information, please visit the FiCS 2023 website.

Social Events

The event organizers will host a welcome cocktail reception on the terrace of the Convention Center's Cloister on September 4, from 6:30 p.m. to 8:30 p.m.

The Spanish Agency for International Development Cooperation (AECID) will offer a cocktail event, on September 5, from 8:30 p.m. to 10:00 p.m., at the facilities of the Spanish Cooperation Training Center.

Program for Accompanying Parties

The event's tour operator offers the following plans

for those accompanying participants to FiCS 2023. The costs shall be paid by the interested parties:

- Historical City Tour
- Private City Tour
- City Tour and Coffee Experience
- Coffee Experience
- Shopping Tour
- Craft Shopping Tour
- One-Day Getaway to Baru
- Weekend in Baru. More options available.

For more information and prices please visit: <https://eventos.aviatur.com/financeincommon/programa-acompanantes.html>

If you would like to manage your reservation for any of these services during the event, you can contact the staff of the Aviator Travel Agency, whose contact information you can find in the directory.

Information about Cartagena de Indias

Cartagena, a UNESCO World Heritage Site, is characterized by its colonial architecture and historic city walls. It boasts a rich variety of cultural experiences and festivals, as well as fine dining.

Urban Transportation

Due to its urban characteristics, it is easy to get around the city of Cartagena de Indias through its central districts, which include the Walled City, Bocagrande, Getsemani, Castillo Grande, and Manga.

Cabs in Cartagena do not have a meter, and the fare is based on a rate chart determined by the distance of the trip.

For those who wish to have a personalized transportation service, you can contact the Aviator Travel Agency directly, whose contacts you can find in the directory.

Gastronomy

The cuisine of the Colombian Caribbean features a combination of intense local flavors grown in its

lands that evoke exquisite sensations mixed with poultry, red meats, and seafood.

Suggested restaurants include:

Alma:

Centro Histórico, Calle de la Universidad # 36-44

Don Juan:

Centro Histórico, Avenida Carlos Escallón # 34 – 01

La Vitrola:

Centro Histórico, Carrera 2 # 33-66

Carmen:

Centro Histórico, Calle del Santísimo Calle 38 # 8-19

Ana:

Centro Histórico, Calle del Colegio Carrera 6 # 34 - 56

Agua de León:

Centro Histórico, Calle de Ayo # 4 - 46

La Única:

San Diego, calle 8 # 38 - 47

Doña Lola:

Getsemaní, Calle del Guerrero # 29 - 118

Celele:

Getsemaní, Calle del Espíritu Santo, Carrera 10c #29 - 200

Calle Dragones:

Getsemaní, Carrera 10 # 29-150

San Diego:

Calle del Torno # 39- 29

Mar y Zielo:

Centro Histórico, Carrera 5 # 34 – 63

Fuerte del Pastelillo:

Manga, Calle 2 # 16 - 18

Cultural Life

Cartagena is home to major architectural masterpieces, including: the St. Philip of Barajas Castle, the Cathedral, the Palace of the Inquisition, the Church of St. Peter Claver, the Temple of St. Dominic, the Squares of La Aduana, Los Coches and the Clock Tower, the San Diego and La Merced Parks, the Convent of St. Clare, the House of Culture, and the Temple of St. Augustine.

Events and cultural sites:

- EcoArtesanos Fair
- Voices of Jazz and the Caribbean Festival 2023

- Zenú Gold Museum
- Museum of the Inquisition
- International Emerald Museum

Compras

Cartagena tiene una gran oferta comercial, sobre todo en lo que tiene que ver con moda, artesanías y joyerías.

Artesanías de Colombia:

Calle del Arzobispado, Cra 5 # 34 – 49, local 2.

Agua de León:

Centro Histórico, Calle 35 # 3 – 16.

Territorio:

Centro Histórico, Calle de la Iglesia, # 35 – 61.

El Centro Artesano:

Centro Histórico, Carrera 6 # 36 – 121.

Galería Cano (oro):

Centro Histórico, Calle 33 # 33-20.

Joyería Caribe (Esmeraldas):

Centro Histórico, Calle Román, Calle 34 # 5 – 53.

Centro Comercial La Serrezuela:

San Diego, Carrera 11 # 39 – 21.

CONTACTS

Please find below contact points for different areas of the Event:

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