

THIRD INTERREGIONAL DIALOGUE ON
**EDUCATION AND DEVELOPMENT IN
LATIN AMERICA, THE CARIBBEAN,
AFRICA AND EUROPE**

3-7 NOVEMBER 2025

BOGOTÁ, COLOMBIA

HOSTED BY **UNIVERSIDAD EAN**

LOGISTICAL NOTE AND PRACTICAL INFORMATION

PRACTICAL INFORMATION ABOUT THE EVENT

VENUE

The event will take place at the **Universidad EAN** located in Bogotá, Colombia

Address: Calle 79 # 11-45, Bogotá



WORKING LANGUAGES

The Interregional Dialogue will be held in both English and Spanish. Simultaneous interpretation will be provided in English, Spanish, and French for all plenary sessions.

ARRIVAL AND TRANSFER

The organization **does not provide airport transfers**. Contact your hotel for arrangements. Hotels offer transfers at reasonable rates; Be sure to book in advance, taking Bogotá's traffic into account.

BADGE PICK-UP AND ACCREDITATION

On Saturday and Sunday, **November 1–2** - Early arrivals

Badges may be collected at the Radisson Metrotel Bogotá. Please follow the Obreal signs.

On Monday, **November 3**

Badge pick-up and accreditation will be available at both EAN University and the Radisson Metrotel Bogotá.

On Tuesday, **November 4**

Please note that, due to security measures related to the attendance of the Vice President of the Republic of Colombia at the Opening Ceremony on Tuesday, November 4, on-site registration will be available but may be subject to delays or restrictions.

Therefore, **only participants wearing official badges will be allowed to enter the venue**. For this reason, we strongly recommend completing your registration between Saturday and Monday.

Additionally, please be aware that Colombian authorities may request identification during the activities on Tuesday.

Kindly ensure you carry your passport or personal ID at all times.

MAP FOR UNIVERSIDAD EAN, HOTELS AND SURROUNDING POINTS OF INTEREST



MAP CONVENTIONS



Universidad EAN
Carrera 11 # 78-47



AC Hotel Bogotá Zona T
13 Minute Walking Distance



Mercure Bogotá BH Retiro
4 Minute Walking Distance



Public Transp. Stations
Héroes – 15 Minutes
Calle 76 – 14 Minutes



NH Bogotá Metrotel
11 Minute Walking Distance



Malls
Centro Andino – 6 Minutes
Atlantis – 3 Minutes
El Retiro – 5 Minutes



NH Collection Andino Royal
12 Minute Walking Distance



Zona T
Restaurants, Shops,
Entertainment

TRANSPORTATION FROM THE CONFERENCE HOTEL TO THE VENUE

The venue is an 11-minute walk from the Radisson Hotel.

EAN's students will accompany participants on the walk from the hotel to the venue.

Depart from Radisson Hotel to Venue Meeting point: Hotel Reception		
DATE	MEETING TIME	DEPARTURE TIME
Monday, November 3rd (ONLY FOR SPEAKERS)	14h00	14h15
Tuesday, November 4th	07h00	07h10
Wednesday, November 5th	07h20	07h30
Thursday, November 6th	07h50	08h00

Please wear comfortable shoes and bring an umbrella, as there is a chance of rain.

If you would like to use any other transfer service, please be aware that the organizers do not cover this cost.

ENTRY REQUIREMENTS

All travelers arriving in Colombia must be in possession of a **valid national passport** and the **corresponding visa issued by the Colombian authorities** when required. If you have any doubts, be sure to get in touch with the consulate of Colombia in your country as soon as possible.

VISA REQUIREMENTS TO ENTER COLOMBIA

As per Colombian immigration laws, some countries are exempt from the visa requirements, and several others are exempt from visa requirements if the visit does not exceed 90 days. More information on visa requirements and exemptions can be found [here](#).

Travelers from countries that require a visa, should follow the steps outlined by the Colombian Ministry of Foreign Affairs [here](#). The Colombian Ministry of Foreign Affairs strongly suggests applying for a visa at least 34 days before traveling.

You can also request assistance to apply for a visa online at the Colombian Consulate in your country or region. The organizers can provide the supporting documents for the visa application when required.

The organizers are not responsible for any error when filling the form. This process is the individual responsibility of attendants. Make sure to carry your visa confirmation with you at all times.

VACCINATIONS

No vaccines are mandatory or requested upon entry to Colombia, however, yellow fever vaccine is highly recommended for visitors, especially those planning to individually visit warm-weather towns in the country. Bogotá is not usually a yellow fever hot spot. However, some countries might require the yellow fever vaccine after visiting Colombia or making a stop over in some Latin American Countries. Please check the re-entering requirements of your country of origin.

SECURITY

Bogotá is generally considered a safe city, but like in every other major city, there are always petty theft concerns (pickpocketing, mugging or scams are the usual concerns). Crime is not common in the city, but visitors are expected to exercise reasonable caution when moving alone through the city.

EMERGENCY MEDICAL SERVICE

It will be the responsibility of each participant to contract a general travel assistance insurance to cover eventual expenses due to health problems during the days spent in Colombia, since the event's organization will not be responsible for this type of unforeseen events.

Medical attention in Bogotá is fairly accessible and good health insurances can provide a very complete coverage in various clinics and hospitals.

IMPORTANT NOTE: Please, remember to stay hydrated — the altitude may cause some fatigue during your first days.

GENERAL INFORMATION ABOUT COLOMBIA AND BOGOTÁ

Situated at 2,600 meters above sea level, Bogotá enjoys a mild yet changeable climate. You may well experience all four seasons in a single day!

Average temperature: between 10°C and 20°C.

Useful tip: Bring a light jacket, scarf or coat, and a small umbrella or waterproof jacket. While you will often find sunny days, rain showers are frequent, especially in the afternoons.

Local tip: Despite the cool temperatures, Bogotá's sun can be quite strong. Using sunscreen and wearing sunglasses is always a good idea. More information on Bogotá can be found [here](#).

CURRENCY

The official currency is the Colombian Peso (COP). There are bills of \$2.000, \$5.000, \$10.000, \$20.000, \$50.000, \$100.000 pesos, and coins of \$50, \$100, \$200, \$500, and \$1.000 pesos.

Major credit cards (Visa, MasterCard and American Express) are widely accepted in shopping malls, restaurants, and ATMs.

Only local currency can be withdrawn from ATMs.

One Dollar (USD) is equivalent to around \$3.900 Colombian Pesos (COP).

SAFETY AND PERSONAL CARE

Bogotá is a dynamic and welcoming city. However, as in any major capital, it is important to take **some basic precautions**:

- Keep your personal belongings (mobile phone, bag, camera) within sight at all times.
- Avoid displaying cash or valuable jewelry in public spaces.
- Do not engage in conversation with or accept help from strangers in the street. If in doubt, please approach Universidad Ean volunteers, who will be clearly identified and ready to assist you.
- Use safe means of transport (see below).

Remember: Kindness is part of the Colombian character — if you need assistance, people are usually polite and happy to help.

SAFE TRANSPORT

To ensure comfort and punctuality, we recommend the following:

- **Official event transport:** Universidad EAN will provide student volunteers to accompany participants throughout the 11 minutes walk between the Radisson Hotel and the University.
- **Reliable taxi services:** Use only trusted apps such as Tappsi, DiDi, Uber, or Cabify.
- Avoid hailing taxis on the street, particularly when travelling alone or late at night.
- If you wish to explore the city, it is best to do so in a group or with the support of local staff.

ENTERTAINMENT AND CULTURAL AREAS

Bogotá offers outstanding cultural and gastronomic experiences. Some safe and highly recommended areas include:

Zona G (Gourmet Zone) – Chapinero

Close to Universidad EAN, this area features an excellent range of fine dining restaurants — ideal for relaxed dinners.

Recommended restaurants:

- El Cielo – Contemporary Colombian haute cuisine
- Andrés D.C. Zona G – Lively atmosphere and traditional dishes
- Mini Mal – Sustainable Colombian cuisine
- Criterion – International fusion with a local touch

Zona T and Parque de la 93 – North Bogotá

Perfect for groups, offering cafés, bars, and exclusive shops

Suggestions:

- Juan Valdez Orígenes – for an excellent Colombian coffee experience
- Central Cevichería or Osaka – for elegant dinners

Historic Centre – La Candelaria

Ideal for those wishing to discover Bogotá's history

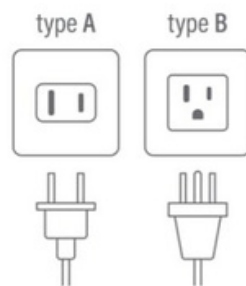
Places to visit:

- The Gold Museum (Museo del Oro)
- The Botero Museum (Museo Botero)
- Bolívar Square (Plaza de Bolívar)

Bring a warm jacket and avoid carrying visible valuables.

VOLTAGE

For Colombia there are two associated plug types, types A and B. Plug types A and B are shown in the following image:



LOCAL TIME

The time zone in Colombia (COT) is GMT-5. There is no variation through the summer or winter as Colombia is located close to the Equator.

TRADE, HOURS AND OTHERS

- Banks and exchange offices: Monday to Friday, between 08:00 am and 4:00 pm, Saturdays between 08:00 AM and 12:00 PM
- Commercial offices: generally, from 9 am to 9pm
- Stores and businesses: Monday to Sunday, 9 am to 9 pm.
- Coffee shops: they are usually open.
- Restaurants: lunch is served from 12:30 pm and dinner from 6:30 pm onwards. Many of them offer fast food at all hours.

It is customary to leave 10% of the service charge in coffee shops and restaurants and to tip door attendants, baggage handlers and show ushers.

PHONE CALLS

The international country code is +57, and Bogotá's city code is 1. Therefore, calls coming to Bogotá should have the local phone number preceded by +571.

CONTACT INFORMATION

Obreal

Marina Larrea

mlarrea@obreal.org – +34 673 84 59 52 (EN, ES, FR, PT)

Maria Florencia Bergez

fbergez@obreal.org - +54 911 694 79 892 (EN, ES, FR)

Mirjam Milohanic

mmilohanic@obreal.org - +34 661 66 45 03 (EN, ES)

Universidad EAN

Jesica Fernanda Pelaez Rivera

jfpelaez@universidadean.edu.co – +57 322 3078943 (EN, ES)