



Organización Internacional del Café  
Organização Internacional do Café  
Organisation Internationale du Café

ED 1883/03

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**ICO meetings from 15 to 19 September  
in Cartagena, Colombia**

1. The Executive Director presents his compliments and wishes to remind Members and observers attending the meetings in Cartagena of the need to make the necessary travel arrangements. The **Hotel and Tour of Coffee-Growing Areas** forms may be completed online at [www.cafedecolombia.com](http://www.cafedecolombia.com) or faxed to Aviator not later than **20 July 2003**. The **Attendance Form** should be returned to the ICO by the same date.
2. Additional information on the arrangements for meetings is available in the Manual for Delegates and the document containing general information on Colombia, copies of which are attached. The Manual and information on Colombia can also be accessed on the ICO Website [www.ico.org](http://www.ico.org) and the Website of the National Federation of Coffee Growers of Colombia [www.cafedecolombia.com](http://www.cafedecolombia.com).
3. It may be noted that in the interest of economy, the Manual for Delegates and the document containing general information on Colombia are only available in English and Spanish.

# 40 YEARS

## International Coffee Organization



### International Coffee Council 89<sup>th</sup> Session

## MANUAL FOR DELEGATES

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This manual contains basic information for delegates to the International Coffee Council session which will be held in Colombia in September 2003. It includes information on the host city's hotels, the Conference Centre, transport, etcetera. Services available in Cartagena de Indias and other places can be found in "General Information on Colombia".

**Cartagena de Indias, Colombia**

**15 to 19 September 2003**

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## WELCOME

### **Welcome by the ICO Executive Director, Néstor Osorio**

I am delighted to be able to invite Member Governments and observers to attend the 89<sup>th</sup> session of the International Coffee Council and the Seminar on Coffee and Health which will take place in Cartagena de Indias, Colombia from 15 to 19 September 2003.

The event is being held in Colombia at the generous invitation of the Colombian Government, to mark the 40<sup>th</sup> anniversary of the International Coffee Organization. It is the first time that a session of the International Coffee Council has been held outside the ICO headquarters in London.

The National Federation of Coffee Growers of Colombia (FEDERACAFE) is working tirelessly to prepare a memorable week of meetings and events, in one of the oldest and most beautiful cities in Colombia, and I very much hope that you will be able to join me and other delegates in celebrating this landmark anniversary in the history of the Organization.

I should particularly like to highlight a very interesting tour of the coffee-growing areas which has been arranged by FEDERACAFE and which will enable delegates to see at first hand the traditions of the coffee growing in Colombia. The opportunity to visit this region will give participants the opportunity to speak directly to farmers and to understand their way of life. This will encourage all of us to focus on the fact that we cannot lose momentum in our efforts to implement solutions that will help to improve their standards of living and sustain the future of coffee growing.

I look forward to meeting you in Cartagena de Indias in September.

### **Welcome by Dr. Gabriel Silva Luján, General Manager of the National Federation of Coffee Growers of Colombia**

The Government of Colombia and the National Federation of Coffee Growers are proud to have Cartagena as the location for the 40<sup>th</sup> anniversary commemoration of the International Coffee Organization and the Seminar on Coffee and Health which will be held from 15 to 19 September 2003.

Cartagena is a world historical and cultural heritage, one of the most beautiful cities in America, rich in history and culture, and can offer visitors the charm of its inhabitants, innumerable places of tourist interest, and the warmth of its Caribbean sea.

After the meetings of the International Coffee Council are over, delegates who wish to do so may take the opportunity to participate in a tour of the coffee-growing areas which will enable them to see at first hand the traditions of Colombian coffee, visiting farms, the National Coffee Research Centre, the National Coffee Park and other places of interest.

The 40<sup>th</sup> anniversary of the ICO coincides with the worst coffee situation in history. We hope to have a very useful week in Cartagena where we will certainly be holding in-depth discussions on strategies and policies designed to tackle the world coffee crisis. The 40<sup>th</sup> anniversary of the ICO should be not only a cause for celebration but a point of departure in seeking concrete and lasting solutions for the crisis. To this end, joint and co-ordinated efforts by producing and consuming countries will ensure the success of the meetings in Cartagena. The ICO will be a year older but we will be able to say that it has gained in strength rather than in years.

I look forward to seeing you in Cartagena.

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## MANUAL FOR DELEGATES

This manual was prepared by the ICO with the cooperation of the National Federation of Coffee Growers of Colombia.

### **Hotel Bookings**

Since Cartagena will be the host city for other congresses and seminars on the same dates as the ICO, hotel accommodation is restricted and it is therefore advisable for reservations to be made not later than **20 July 2003**. Delegates should complete the online Hotel Reservation form at [www.cafedecolombia.com](http://www.cafedecolombia.com) or alternatively they should send the attached Hotel Reservation form by fax to: (00 57 5) 665 3300.

### **Tour of Coffee-Growing Areas**

To confirm participation in the tour delegates should complete the online Registration Form at [www.cafedecolombia.com](http://www.cafedecolombia.com) or alternatively they should send the attached Tour of Coffee Growing areas form by fax to: (00 57 5) 665 3300, not later than **20 July 2003**. Tickets will be issued at the Aviator office in the Cartagena de Indias Conference Centre.

**IMPORTANT:** Delegates intending to participate in the Tour of Coffee-Growing Areas should note that when making their travel reservations to Colombia, they only need to book a single ticket from Bogotá to Cartagena, as the return journey to Bogotá is included in the tour.

### **Medical assistance**

Cartagena de Indias has hospitals and first aid centres in case of emergency. Delegates may wish to complete the online Optional Medical Record form at [www.cafedecolombia.com](http://www.cafedecolombia.com) or alternatively they should send the attached Optional Medical Record form by fax to: (00 57 5) 665 3300.

We hope your stay in Colombia will be very pleasant and wish you a hearty welcome.

## USEFUL WEB SITES

For additional information please contact: [wright@ico.org](mailto:wright@ico.org) or [ico.info@cafedecolombia.com](mailto:ico.info@cafedecolombia.com)

**ICO** [www.ico.org](http://www.ico.org)

**National Federation of Coffee Growers of Colombia (English)** [www.juanvaldez.com](http://www.juanvaldez.com)

**National Federation of Coffee Growers of Colombia (English and Spanish)**  
[www.cafedecolombia.com](http://www.cafedecolombia.com)

**Trade Partners UK (English)** [www.tradepartners.gov.uk/colombia/visiting](http://www.tradepartners.gov.uk/colombia/visiting)

**Weather in Colombia (English)** [www.bbc.co.uk/weather/travel/features/colombia.shtml](http://www.bbc.co.uk/weather/travel/features/colombia.shtml)

**Embassy of Colombia, Washington (English and Spanish)** [www.colombiaemb.org](http://www.colombiaemb.org)

**Proexport Colombia (English and Spanish)** [www.proexport.com.co](http://www.proexport.com.co)

**Coinvertir Colombia (English and Spanish)** [www.coinvertir.org/cliente/index.asp](http://www.coinvertir.org/cliente/index.asp)

**Bank of the Republic of Colombia (English and Spanish)** [www.banrep.gov.co](http://www.banrep.gov.co)

**International times (English and Spanish)** [www.redcolombiana.com/mipais/departamentos/default.asp](http://www.redcolombiana.com/mipais/departamentos/default.asp)

**Office of the President of Colombia (Spanish)** [www.presidencia.gov.co](http://www.presidencia.gov.co)

**General information on Cartagena (Spanish)**  
[www.cartagenacaribe.com/dondeir/sitiosdeinteres/sitiosdeinteres.htm](http://www.cartagenacaribe.com/dondeir/sitiosdeinteres/sitiosdeinteres.htm)

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## HOW TO GET TO COLOMBIA

### DIRECT FLIGHTS FROM EUROPE OR THE UNITED STATES OF AMERICA TO COLOMBIA

Avianca: [www.summa.aero](http://www.summa.aero)  
Air France: [www.airfrance.fr](http://www.airfrance.fr)  
American Airlines: [www.americanair.com](http://www.americanair.com)  
British Airways: [www.british-airways.com](http://www.british-airways.com)  
Continental Airlines: [www.continental.com](http://www.continental.com)  
Delta Airlines: [www.delta-air.com](http://www.delta-air.com)  
Iberia: [www.iberia.com](http://www.iberia.com)  
Varig: [www.varig.com.br](http://www.varig.com.br)

### NON-DIRECT FLIGHTS

Air Afrique: [www.airafrique-airlines.com](http://www.airafrique-airlines.com)  
Air Canada: [www.aircanada.ca](http://www.aircanada.ca)  
Air Zimbabwe: [www.airzimbabwe.com](http://www.airzimbabwe.com)  
All Nippon Airways: [www.ana.co.jp](http://www.ana.co.jp)  
AeroLloyd: [www.aerolloyd.de](http://www.aerolloyd.de)  
Alitalia: [www.alitalia.it](http://www.alitalia.it)  
Aeroflot: [www.aeroflot.ru](http://www.aeroflot.ru)  
TAM Brazilian Airlines: [www.tam.com.br](http://www.tam.com.br)  
China Airlines: [www.china-airlines.com](http://www.china-airlines.com)  
Lufthansa: [www.lufthansa.com](http://www.lufthansa.com)  
South African Airways: [www.saa.co.za](http://www.saa.co.za)  
Sabena Airlines: [www.sabena.com](http://www.sabena.com)  
Vietnam Airlines: [www.vietnamair.com.vn](http://www.vietnamair.com.vn)

#### Groups operating in Europe:

**Star Alliance** – [www.star-alliance.com](http://www.star-alliance.com) – Air Canada – Air New Zealand – All Nippon Airways – Ansett Australia – Austrian Airlines – British Midland – Lauda Air – Lufthansa – Mexicana Airlines – SAS – Singapore Airlines – Thai – Tyrolean Airways – United Airlines – Varig  
**Sky Team Alliance** – [www.skyteam.com](http://www.skyteam.com) – AeroMexico – Air France – Delta – Korean Air  
**Qualiflyer Group** – [www.qualiflyergroup.com](http://www.qualiflyergroup.com) – Swissair – Sabena – Air Portugal – Portugalia Airlines – Turkish Airlines – AOM – CrossAir – Air Littoral – AirEurope – LOT Polish – Volare  
**One World** – [www.oneworldalliance.com](http://www.oneworldalliance.com) – Air Lingus – American Airlines – British Airways – Cathay Pacific – Finnair – Iberia – LanChile – Qantas

#### Flights from the Dominican Republic to Cartagena

On 13 and 14 September flights operate from the Dominican Republic to Cartagena via Panama:  
[www.copaair.com](http://www.copaair.com)

**No vaccinations** required for entry unless travelling to Brazil, which requires vaccination against yellow fever 15 days before travelling (Brazilian nationals included).

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## VISAS

Since the Government of Colombia has agreements with various countries, which provide that visas are not required for official and diplomatic passports but require different types of visa for ordinary passports, it is advisable for delegates to contact the diplomatic and consular representation of Colombia in their respective countries. The Government of Colombia will issue instructions for these consular services to facilitate the issue of visas.

Delegates should present an official note from their governments requesting a visa.

Nationals of countries which have agreements on visa exemptions need not comply.

**MINISTRY OF EXTERNAL RELATIONS – VISA DIVISION**  
**LIST OF COUNTRIES WHOSE NATIONALS**  
**DO NOT REQUIRE A VISITOR OR TOURIST VISA**  
**TO ENTER COLOMBIAN TERRITORY**  
**30 APRIL 2002**

Andorra, Antigua & Barbuda, Argentina, Australia, Austria, Bahamas, Barbados, Belgium, Belize, Bolivia, Brazil, Canada, Chile, Costa Rica, Cyprus, Denmark, Dominica, Dominican Republic, Ecuador, El Salvador, Finland, France, Germany, Greece, Grenada, Guatemala, Guyana, Honduras, Hong Kong, Iceland, Indonesia, Israel, Italy, Jamaica, Japan, Liechtenstein, Lithuania, Luxembourg, Malaysia, Malta, Mexico, Monaco, Netherlands, New Zealand, Northern Ireland, Norway, Panama, Paraguay, Peru, Philippines, Portugal, Saint Kitts & Nevis, Saint Lucia, St Vincent & Grenadines, Republic of Korea, San Marino, Singapore, Spain, Sweden, Switzerland, Taiwan, Trinidad & Tobago, Turkey, United Kingdom, United States, Uruguay and Venezuela.

**Note: Nationals of countries not included in this list must obtain a visitor or tourist visa to enter Colombia**

**RECEPTION AT “EL DORADO” AIRPORT IN BOGOTÁ AND  
“RAFAEL NUÑEZ” AIRPORT IN CARTAGENA**

It is essential to provide the information indicated in the attached Attendance Form, giving dates of arrival, hotel confirmation and departure from Cartagena, in order to enable the National Federation of Coffee Growers team and our operator to give personal attention to delegates on arrival at airports.

**ARRIVAL AND DEPARTURE OF DELEGATIONS**

Delegations will be met on arrival at the Rafael Nuñez airport in Cartagena de Indias, where assistance will be provided to facilitate immigration procedures, luggage retrieval, and collective transport to the hotels indicated in this manual.

Delegations arriving in Colombia at the El Dorado International Airport in Bogotá will be given assistance for flight connections.

Delegations which have indicated arrival and departure dates on the attached Attendance Form will be provided with transport between Cartagena airport and hotels.

Collective transport will also be provided between hotels and the Conference Centre during the period of meetings.

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## **POINTS TO REMEMBER**

- Baggage should be identified and reclaimed by each delegate on arrival in Colombia.
  
- On arrival in Colombia, whether at Cartagena or Bogotá, delegates must complete a tax exemption form, which must be presented on departure from the country for payment of the international airport tax of US\$28. For domestic flight connections the amount payable is US\$4.
  
- Assistance will be available to delegates at all hotels and at the Conference Centre. Delegates should show their badges to identify themselves.
  
- Delegates wishing to book additional tours in Cartagena should contact the office of our operator, Aviatur, at the Conference Centre in Cartagena de Indias or the Aviatur representative at hotel reception desks.
  
- Ministers, Heads of Delegation and their committees planning to arrive in Cartagena de Indias by official airplane, should provide detailed information to the relevant authorities. Each delegation should coordinate directly with the administration of the Rafael Nuñez airport in Cartagena in respect of landing bays and facilities for official airplanes.
  
- Credit cards are generally accepted but as travellers cheques may be difficult to exchange it is recommended that delegates take US dollars, which can be exchanged at exchange bureaux (available at the Conference Centre) or at hotels which offer exchange services.
  
- It is recommended that delegates obtain travel insurance providing international cover.
  
- If you wish to provide any additional information on a health problem which should be taken into account please give details in the relevant box in section 2 of the Optional Medical Record form.

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## HOTELS AND RATES

Please register online at [www.cafedecolombia.com](http://www.cafedecolombia.com), or alternatively send it by fax to AVIATUR (00 57 5) 665 3300. All registrations should be done by 20 July 2003

In view of the large number of events and conferences in Cartagena during September, hotels have restricted accommodation and it is suggested that the Hotel Reservation Form should be returned as soon as possible. The exchange rate on 28 June 2003 was: \$2,826 to the US dollar, \$3,274 to the euro.

Cancellation of reservations must be made 48 hours before the proposed date of arrival at the hotel.

Hotel rates are for single or double rooms, and include breakfast and taxes.

**Hotel Almirante Cartagena Estelar (200 rooms) – US\$75**

Bocagrande

Av. San Martín Calle 6ª esquina

Telephone: (00 57 5) 665 8811 – 665 8261 – 665 8266

Fax: (00 57 5) 665 8269

**Hotel Caribe (120 rooms) – US\$71**

Bocagrande

Cra. 1a. N°. 2-87

Fax: (00 57 5) 665 4970

Telephone: (00 57 5) 665 0155 – 665 0131

**Novotel Coralia Las Américas (100 rooms) – US\$100**

Anillo Vial

Sector Cielo Mar

Telephone: (00 57 5) 656 7222

Toll Free: 01 8000 513 777

Fax: (00 57 5) 656 7800 – 656 8100

**Hotel Capilla del Mar (80 rooms) – US\$70**

Bocagrande

Cra. 1 No. 8-12

Telephone: (00 57 5) 665 3866 – 665 1140

Fax: (00 57 5) 665 5145



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**PROVISIONAL PROGRAMME**  
**15 – 21 September 2003**

<b>Saturday 13</b>		Domestic and international arrivals Connections Bogotá – Cartagena Transport to hotels
<b>Sunday 14</b>		Domestic and international arrivals Connections Bogotá – Cartagena Transport to hotels
<b>Monday 15</b>	<b>09:00 – 13:30</b>	Private Sector Consultative Board
	<b>13:30 – 14:30</b>	Light luncheon
	<b>14:30 – 17:00</b>	Quality Committee
	<b>17:00 – 18:30</b>	Commemoration of 40 Years of the ICO Getsemaní Auditorium (Formal speeches)
	<b>18:30</b>	Official banquet Conference Centre or Plaza de San Pedro Musical group Return to hotels
<b>Tuesday 16</b>	<b>08:30</b>	Seminar on Coffee and Health (Programme subject to alteration) Dr. Néstor Osorio, Executive Director, ICO Dr. Ernesto Illy, Promotion Committee Chairman (Moderator)  Coffee and the central nervous system Dr. Astrid Nehlig – Faculty of Medicine, France  Coffee: attention, memory and mood Professor Andy Smith – University of Cardiff, Wales  Coffee and cancer Dr. Kazumi Yagasaki – Tokyo Noko University, Japan  Coffee break  Antioxidant effects of coffee Dr. Mirella Nardini – Inran, Rome  Coffee and the youth project in Brazil Professor Darcy Lima, University of Rio de Janeiro  Lunch break  Coffee and the heart Professor Mario Maranhão – President, World Heart Foundation  Closing comments Dr. Ernesto Illy
	<b>14:30</b>	Press conference with accredited journalists
	<b>15:40 – 18:00</b>	Coordination meetings

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**Wednesday 17**

- 08:00 – 09:00** Registration
- 09:00 – 13:00** Executive Board
- 13:00 – 14:30** Lunch break
- 14:30 – 17:30** Council
- 17:30 – 18:30** Coordination meetings

**Thursday 18**

- 09:00 – 13:00** Executive Board
- 13:00 – 14:30** Lunch break
- 14:30 – 16:30** Executive Board
- 16:30 – 17:30** Promotion Committee

**Friday 19**

- 08:30 – 12:00** Council
- 12:00 – 12:30** Press conference
- Departure for coffee-growing areas  
Cartagena – Pereira  
Hotel Melia  
Dinner

**Saturday 20**

- a.m.** Visit to CENICAFE (National Coffee Research Centre)  
Lunch  
Visit to lyophilized coffee factory
- p.m.** Departure for the Department of Quindío  
Hotel Armenia Estelar  
Dinner

**Sunday 21**

- a.m.** Visit to the National Coffee Park
- 12:00** Travel from Armenia to Bogotá

Given the characteristics of Cartagena de Indias, arrangements have been made for delegates to travel to the various venues by collective transport. Delegations will be responsible for making their own arrangements for any additional transport required.

Formal clothing (lounge suits) should be worn for meetings held in the Cartagena de Indias Conference Centre. Light casual wear is recommended for outdoor social events.

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## CONVENTION AND EXHIBITION CENTRE

**Switchboard: (00 57 5) 664 3580**  
**Fax: (00 57 5) 664 2754 or 660 0920**  
**Email: [ccci@corpocentros.com](mailto:ccci@corpocentros.com)**

**Address: Getsemaní Carrera 8**  
**Cartagena de Indias**  
**Colombia**

The Cartagena de Indias Conference Centre (CCCI) was inaugurated in 1982 with the XVIIIth Assembly of the Interamerican Development Bank. It has received an estimated two million visitors since its inauguration. The Conference Centre has a total area of 30,080 sq. metres, a parking area of 19,000 sq. metres (parking spaces for 140 vehicles) and a built-up area covering 20,456 sq. metres.

**Services:** Audiovisual services; video projector; VHS; Betamax; Umatic NTSC; colour TV; slide and acetate projectors; TV cameras; audio and video recording services; electronic control panels.

**Electric and phone installations:** Electrical capacity of up to 2500 KVA, with a grounded net system capable of meeting any special requirements for electrical installations (460 V / 208 V / 110 V with grounded outlets), although the standard electrical connection is American 110 V / 60 Hz. The Centre also has a digital phone system with two E1 of 30 digital trunk lines and a capacity of up to 240 internal extensions, with a programme of abbreviated numbers for the most important places in the city. The telecommunications company TELECOM has installed an optic fibre node which guarantees the efficiency and speed of the telecommunications system. There is also a telephonic strip which can be enlarged by the local telephone company, TELECARTAGENA in accordance with the particular requirements for the event concerned. It has sufficient pairs per area to meet the customer's needs for internal extensions, local calls, national direct dialling (DDN), international direct dialling (DDI) or fax, RDSI lines, 128K Bogotá – Cartagena line. Teleconferences can be organized with five different local, national or international points.

**Simultaneous interpretation facilities:** Getsemaní Auditorium: 6 interpreters' booths (lateral); Barahona Rooms (1, 2, 3 and 4): 4 interpreters' booths per room; Committee Rooms (1, 2 and 3): 4 interpreters' booths per room. The Centre has 900 wireless headphones for simultaneous interpretation (Phillips AM type) but has contacts with suppliers who can supply up to 3,000 FM type or infrared sets.

**Sound:** Each conference area has built-in sound systems as follows: Committee Rooms: 1 AB; 2 AB; 3 AB; and 4 (one of each)

**Emergency plant:** In the event of an electricity supply failure, the Centre has two independent automatic emergency systems capable of responding within 15 seconds for the Getsemaní Auditorium and 30 seconds for the Barahona Rooms. These systems have the following features: Brand: Cummins with Marathon generator; Capacity: 110 KVA / 820 Kw each, totalling 1640 Kw; Output tension: 440 V.

**Other services and equipment:** Flame and smoke detector system; automatic extinguisher systems for electric substations; water sprinkler system; CCTV security system; 130 manual extinguishers PQ/H2O/CO2; three air pressure rescue systems; Tannoy system; photocopies; internet connections; direct TV; point to point or repeater radio rental; telecommunications service (Video Conferences).

The journey from the Cartagena "Rafael Nuñez" airport to the Conference Centre takes five minutes by car.

**ATTENDANCE FORM**

**89<sup>th</sup> Session of the International Coffee Council  
Cartagena de Indias, Colombia  
15 – 19 September 2003**

**Please return by 20 July 2003 to:**

**International Coffee Organization  
22 Berners Street  
London  
W1T 3DD  
Fax: +44 (0) 20 7580 6129  
Email: [info@ico.org](mailto:info@ico.org)**

Delegation name .....

Surname ..... First names/s .....

Passport number .....

Position .....

Organization .....

Address .....

Telephone ..... Fax .....

Email .....

**Arrival in Bogotá**

Airline and flight number .....

Date of arrival ..... time .....

**Arrival in Cartagena**

Airline and flight number .....

Date of arrival ..... time .....

Hotel .....

**Tour of Coffee-Growing Areas (US\$200) – Please also complete separate form**

YES

NO

**Departure from Colombia**

Airline and flight number .....

Date of departure ..... time .....

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## HOTEL RESERVATION FORM

89<sup>th</sup> Session of the International Coffee Council  
Cartagena de Indias, Colombia  
15 – 19 September 2003

Please register online at [www.cafedecolombia.com](http://www.cafedecolombia.com), or alternatively send it by fax to AVIATUR  
(00 57 5) 665 3300. All registrations should be done by 20 July 2003

Name of hotel reserved.....

Delegation name.....

Surname..... First names/s.....

Passport number.....

Position.....

Organization.....

Address.....

Telephone..... Fax.....

Email.....

### Arrival in Cartagena

Airline and flight number.....

Date of arrival..... time.....

### Departure from Cartagena

Airline and flight number.....

Date of departure..... time.....

Type of room      single       double

Credit card              AMEX       Visa       MC       other

Credit card number.....

Expiry date..... Security code number.....

Name of holder.....

Signature.....

This line is for hotel use only.

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**REGISTRATION FORM  
TOUR OF COFFEE-GROWING AREAS**

**89<sup>th</sup> Session of the International Coffee Council  
Cartagena de Indias, Colombia  
19 – 21 September 2003**

**Please register online at [www.cafedecolombia.com](http://www.cafedecolombia.com), or alternatively send it by fax to AVIATUR (00 57 5) 665 3300. All registrations should be done by 20 July 2003**

The National Federation of Coffee Growers of Colombia (FEDERACAFE) has the pleasure of inviting you to join this tour. Delegates participating in the tour should note that when making their travel reservations to Colombia, they only need to book a single ticket from Bogotá to Cartagena, as the return journey to Bogotá is included in the tour. In order to have as many delegates as possible, FEDERACAFE has decided to subsidize this tour which costs US\$450 per person and includes domestic flights, hotels, food and transport. There is a small registration fee of US\$200 payable by the delegates.

Friday 19 (p.m.) Travel from Cartagena to Pereira  
Dinner  
Stay at the Hotel Melia

Saturday 20 (a.m.) Visit to CENICAFE (National Coffee Research Centre)  
Typical lunch on a coffee farm  
Visit to lyophilized coffee factory  
17:00 Departure for the Department of Quindío  
Dinner  
Stay at the Hotel Armenia Estelar

Sunday 21 Visit to the National Coffee Park  
13:00 Travel from Armenia to Bogotá

For security reasons this form will be handled confidentially by our operator

Delegation name.....  
Surname..... First names/s.....  
Passport number .....  
Position.....  
Organization.....  
Hotel in Cartagena.....

**US\$200 (payable by the delegates)**

Credit card AMEX  Visa  MC  other

Credit card number.....

Expiry date ..... Security code number.....

Name of holder.....

Signature.....

**NOTE:** The tour dates cannot be altered. On receipt of this form, the airline ticket will be issued by the office of our tour operator “Aviatur” at the Convention and Exhibition Centre in Cartagena.

**Clause:** Airfares are subject to availability and are non-reimbursable.

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## OPTIONAL MEDICAL RECORD

Please register online at [www.cafedecolombia.com](http://www.cafedecolombia.com), or alternatively send it by fax to AVIATUR (00 57 5) 665 3300. All registrations should be done by 20 July 2003

Delegation (country) .....

### GENERAL INFORMATION

Country .....

Name .....

Position .....

Passport number ..... Blood group and RH .....

Date of birth .....

Telephone number (including country code)..... Fax .....

### MEDICAL AND SURGICAL HISTORY (Tick appropriate boxes)

1. Any allergies to:

Environment  Food  Medication

Give details.....

2. Medical history:

Cardiovascular disease  Arrhythmia  Pacemaker  High blood pressure

Type I Diabetes  Type II Diabetes  Gastroduodenal ulcer   
Asthma

Clotting disorders  Metabolic or endocrinologic problems

Other: specify .....

Surgical history (give details).....

### CURRENT INFORMATION

1. Current health problems (give details).....

Signature .....

In case of emergency please contact .....

**40 YEARS**

**International Coffee Organization**



## **GENERAL INFORMATION**

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## **ON COLOMBIA**

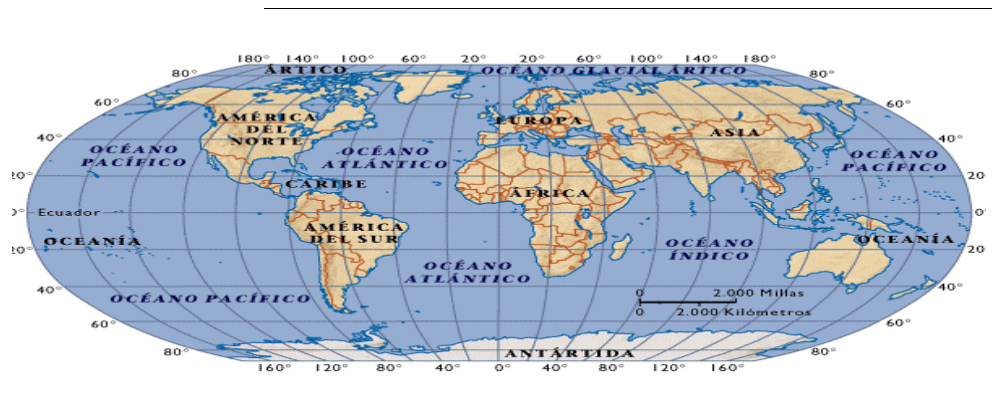
**International Coffee Council**  
89<sup>th</sup> Session

**Cartagena de Indias, Colombia**

**15 to 19 September 2003**



**OFFICIAL TIME IN COLOMBIA: GMT – 5 HOURS**



Colombia is the only South American country with a coastline on two oceans: 1,600 km on the Caribbean and 1,300 km on the Pacific.

- Name: Republic of Colombia
- Head of State: Alvaro Uribe Vélez
- Capital: Bogotá, D.C.
- Major cities: Medellín, Cali, Barranquilla, Cartagena
- Population: 44,000,000 (approx.)
- Climate: Tropical, tempered by altitude
- Form of Government: Participatory democracy, unitary Republic
- Religion: Freedom of religion, mainly Roman Catholic
- Electricity supply: 110/120V
- Dialling code: 57
- Tipping: Tips are not always included in the bills. Around 10% is added to the bill in restaurants, bars and cafés. Tipping is not required for taxis.

“Colombia is a social state under the rule of law organized as a unitary decentralized republic with autonomous territorial entities, a participatory and pluralist democracy, based on respect for human dignity, work and the solidarity of its people and on the pre-eminent value of the general interest”.

Colombia is located at the north western edge of South America on the equator. It has an area of 1,141,748 sq. km.

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## OVERVIEW OF COLOMBIAN COFFEE



Coffee and development are synonymous in Colombia. The coffee sector was the principal engine of the country's economic and social development in the twentieth century and for many years generated more than 50% of total exports. This share has now declined to around 8% and coffee plays a less significant role in the economy although it continues to be important in social terms.

At present the coffee industry generates direct and indirect employment for around one million people, involving more than 500,000 producers in 590 municipalities and accounting for around 33% of total agricultural employment and around 20% of agricultural GDP. Coffee is predominantly an activity for small farmers, with 74% of coffee farms having an area of less than 5 ha.

The National Federation of Coffee Growers of Colombia (Federación Nacional de Cafeteros de Colombia or Federacafé) is responsible for formulating and carrying out coffee policies. Federacafé, a body subject to private law which represents producers, has been co-ordinating its programmes with the Government for 75 years. It manages the National Coffee Fund (FNC) which has for many decades been responsible for managing public resources and an income stabilization policy for farmers. The external price crisis of the last few years has forced the sector to review its policies and Federacafé has carried out a drastic restructuring of all its activities.

The Fund's resources come mainly from contributions by growers and have been used to benefit the coffee sector. Many of the investments required for physical and social infrastructure projects carried out in the coffee growing areas were provided by the Fund. Projects included the building of hundreds of clinics and hospitals, thousands of schools and thousands of kilometres of roads, as well as various other infrastructure development projects. The efforts of the FNC have ensured that levels of human development in the coffee areas are above the national average. However, the current crisis has led to a worrying decline in a number of these indicators.

The Fund's resources have also been used to finance scientific research. New coffee varieties were developed in order to improve yields, and thus the profits of farmers, as well as to reduce the costs of disease and pest control. Significant progress has also been made in the area of environmental sustainability. Last but not least, the Fund acts as buyer of last resort, through Federacafé, ensuring a guaranteed price for producers.

Extension services have made it possible for production and processing technologies (designed to reduce any adverse environmental impact) to be transferred to farmers, who have also been encouraged to participate in diversification programmes providing alternative sources of income.

Coffee farmers are free to sell their coffee to cooperatives, acting as agents for the FNC, or to private exporters, through intermediaries. Federacafé, which has strong links with major roasters, exports coffee and conducts promotion campaigns for Colombian coffee. Coffee is also exported by private sector companies, including Expocafé, which is owned by the coffee cooperatives. These companies accounted for around 73% of total exports in 2002. It should be noted that all exports are subject to strict quality control by Federacafé.

Federacafé is responsible for creating one of the most widely recognized logos in the international coffee market: the "Juan Valdez" character and the "100% Colombian coffee" slogan. Efforts are currently being made to strengthen the characteristics that distinguish Colombian coffee. Projects

for advertising 100% Colombian coffee and for promoting speciality coffees are the main bases for the work being done to raise the quality profile of Colombian coffee in the international market. Efforts are also being made to increase the added value of Colombian coffee.

Further investment is planned to expand the installed capacity of the freeze-dried soluble coffee processing plant in order to increase exports of “Café Buendía” by 25% and there has been a successful launch of the Juan Valdez Coffee Shop project.

Domestic consumption is around 1.4 million bags annually. Although the level has been declining in recent years as a result of the fall in the population’s purchasing power and changes in consumption habits, Federacafé has initiated a market strategy designed to increase the domestic consumption of coffee.

There is a dual system of production. Around 30% of the total coffee area (775,000 hectares) is farmed traditionally, using labour-intensive methods and unimproved coffee varieties. The remainder is cultivated using advanced production methods and improved tree varieties. Many of the modern or “technified” farms have densities of between 4,000 and 6,000 trees per hectare.

Production costs vary according to the size and type of farm, the yield and whether family or hired labour is used. As an example, a medium-size farm employing hired labour and obtaining a yield of 1,260 kg./ha. will produce coffee at a cost of between 66 and 72 US cents/lb. This does not include the opportunity cost of land, which is calculated at around 12 US cents/lb.

In the current situation of low prices, studies of production costs indicate that production methods incurring the lowest costs have a greater chance of remaining viable. If prices remain low, farms incurring higher production costs, regardless of the technology used, must consider diversification as the best alternative.

Changes in the international coffee market have posed a huge challenge for Colombian coffee growing. One of these challenges is how to produce coffee at costs that will allow it to enter international markets and maintain its position in these markets. For this reason, the coffee authorities have developed a competitive strategy through a process of streamlining. The aim is to restructure the sector in order to achieve the competitiveness and sustainability required by the new international context.

**TABLE 1**

**DATA ON COFFEE GROWING IN COLOMBIA**

		<b>1999 –2002</b>			
		<b>1999</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>
1. Area under coffee	000 ha.	835	805	805	775
2. Production	million bags of 60 kg. of green coffee	9.1	10.6	10.9	11.6
3. Domestic consumption	million bags of 60 kg. of green coffee	1.4	1.5	1.5	1.4
4. Exports	million bags of 60 kg. of green coffee	10.0	9.2	10.0	10.3
5. Value of production	million US\$	1.078	1.093	854	849
6. Value of exports	million US\$	1.455	1.176	864	864
7. Average export price	US\$/lb ex-dock	1.19	1.07	0.75	0.71
8. Price to producer (1)	US\$/lb green coffee	0.76	0.73	0.72	0.62
9. Contribution to employment:					
Agricultural work	000 people	597	576	576	554
Harvesting and other tasks	million people	0.8	0.8	0.7	0.7
10. Share of coffee in:					
Total value of exports	%	11.5	9.7	8.0	7.3
Total GDP	%	1.2	1.3	1.8	1.5
Agricultural GDP	%	10.9	11.1	12.6	11.0

(1) At farm level in September each year, for sun-dried coffee, with an average yield of 1,890 kg/ha.  
Source: Federacafé, Planeación Nacional and Dane



### CARTAGENA DE INDIAS

Climate:	Humid tropical (+90% humidity) 28-30 °C
Clothing:	Lightweights, short sleeves, cool fabrics
Electricity supply:	110/120 volts - 60 Hz
Population:	700,000
Dialling code:	5
Currency:	Peso. US \$ is used
Currency exchange:	At hotels and exchange bureaux

Cartagena de Indias is an incomparable city and since it is an important international, maritime and air port, probably no other Caribbean city offers as much to the visitor. A city that dazzles with its imposing military architecture, which is one of the most important of its kind in America. In 1984, Cartagena de Indias was listed by the UNESCO as a World Heritage City for its "Port, Fortress and Monumental Ensemble".

Nearly 500 years have passed since the Spanish arrived in the bay of Cartagena. And many stories and legends have accrued since then. Kalamari was the native town that dominated the coastlands, islands and canals until around 1533, when Pedro de Heredia founded the city after a relatively peaceful conquest. Within a few years Cartagena de Indias had become the privileged centre of trade between the New World and Europe and the main holding point for the wealth destined to the Spanish Crown. The lure of gold soon attracted attacks and sieges of the city. Coté, Hawkins, Vernon and Drake were some of the most famous historical characters who played a leading role in the actions, battles and skirmishes that kept the city between glory and ruin for more than 200 years.

The walled city has been the scene of innumerable cultural, scientific and political events as well as the centre for important congresses, seminars and conventions including inter alia the Millennium Board, the IDB Assembly, and the American Space Conference, offering reassurance to visitors.

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## HISTORICAL INFORMATION ON CARTAGENA DE INDIAS



Cartagena de Indias, founded in 1533 by the Spanish conquistador Don Pedro de Heredia, was fortified during the 17<sup>th</sup> and 18<sup>th</sup> centuries with the erection of solid walls and castles to defend it against pirates, corsairs and invading armies seeking to plunder the riches accumulated through the valuable trade in merchandise and slaves. Its bay sheltered the “*Galeones de Tierra Firme*” (Galleons of the Spanish Main) preparing to sail for Spain with silver from the Viceroyalty of Peru. In 1610, the empire, as defender of the Catholic Faith, established a Tribunal of the Holy Office of the Inquisition in Cartagena de Indias. Bloody battles were fought to conquer the city. In some cases the attackers were victorious, in others they were repelled, as in the valiant defence conducted by Viceroy Don Sebastián de Eslava against Admiral Vernon’s powerful English fleet (1741).

The process of complete independence from the Spanish crown took ten years from its proclamation on 11 November 1811. The city’s stubborn resistance to the prolonged siege it suffered in 1815 for its defence of independence earned it the title “Cartagena de Indias, Heroic City”.

During the Republican period the city lost its primacy and entered a prolonged period of decline that lasted until the beginning of the 20<sup>th</sup> century. The city has now recovered and receives thousands of visitors eager to see the scenes where leading roles were played by major characters in their history like the Indian Catalina, Sir Francis Drake, Saint Pedro Claver, Baron Pointis, Blas de Lezo, Antonio de Arévalo, Pedro Romero, Simón Bolívar and Rafael Nuñez.

In 300 years of stout defence, first against the Indians, then against the enemy European powers of Spain, pirates and adventurers, the city was attacked first by three Frenchmen - Baal, Coté and de Pointis – and then by three Englishmen – Hawkins, Drake and Vernon. Some succeeded before the city’s defences were completed, with consequent looting and loss of human life. Many years later, the 19<sup>th</sup> century brought another wave of troubles with the struggle for independence and the Republic: sieges imposed by Bolivar and Murillo, capture by the various factions involved in the civil wars, naval blockades by England, France and Italy in an attempt to recover debts. The city has suffered a total of 18 attacks in its military history. Phillip II ordered the construction of a walled system of fortifications and castles, erected as the main work of military architecture in colonial America, a work which, after the declaration of independence in 1811, served natives and Creoles in the defence of their liberty against the forces of reconquest sent by Fernando VII, when the city became known as the Heroic City, a name it keeps to the present day.

### Places to visit

**The Cathedral** (begun in 1575). **The Palace of the Inquisition**, the best example of baroque civil architecture, completed in 1770. **San Pedro Claver**, 18<sup>th</sup> century Jesuit church and convent which houses the remains of the patron saint of slaves. **The Casa del Marques de Valdehoyos** and the house now known as the “Bodegón de la Candelaria”, outstanding examples of 18<sup>th</sup> century domestic architecture. **The Temple of Santo Domingo**, the city’s oldest church, completed in the 16<sup>th</sup> century. **The Plaza de la Aduana** (Customs House Square) and the **Torre del Reloj** (Clock Tower). **The Museo del Oro** (Gold Museum), with a regional collection of gold work and ceramics, on the Plaza de Bolívar facing the Palace of the Inquisition. And the **Museo Naval** (Naval Museum), inaugurated for the Fifth Centenary of the Discoveries (behind the church of San Pedro Claver).

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## RECOMMENDED RESTAURANTS, BARS, CAFÉS, ETC.

### **Restaurante Club de Pesca**

Manga, Fuerte de San Sebastián del Pastelillo  
Teléfonos: 660 58 63 - 660 70 65 - 660 45 94  
Fax: 660 59 81

### **Café Bar La Vitrola – Centro**

Calle Baloco Cll. 33 No. 2-01 Tel.: 664 8243

### **Café del Santísimo – San Diego – Calle del Santísimo**

Cll. 38 No. 8-19 Tel.: 664 3316

### **Café Santo Domingo – Centro – Plaza de Santo Domingo**

No. 3-19 Edificio Cuesta L-1 Tel.: 664 1422

### **Discoteca Mister Babilla – Getsemaní**

Cll. 24 No. 8B-137 Calle del Arsenal Tel.: 664 7005

### **Café Colombia – Centro – Plaza de Santo Domingo**

No. 3-19 Edificio Cuesta L-2 Tel.: 664 8379

### **Café del Mar – Centro – Baluarte de Santo Domingo**

Playa de la Artillería Tel.: 664 6513

### **Galería Libro Café – Centro – Plaza de la Artillería**

Baluarte de Santo Domingo P-1 Bóveda 1 Tel.: 660 0253

### **Tono's Bar – Centro**

Calle San Pedro Claver No. 31-29 Tel.: 664 2047

### **La Tarzana – Centro – Cra. 37 No. 32-67 P-2**

Portal de los Dulces Tel.: 664 8703

### **Casino Atlántis**

Bocagrande – Avenida San Martín  
Cra. 2 No. 5-145 Tel.: 655 1197

### **Casino El Dorado – Bocagrande**

Avenida San Martín No. 5-35 Tel.: 665 4693

### **Casino la Perla del Caribe – El Laguito**

Centro Comercial Pierino Gallo Tel.: 665 0573

### **Casino Royal Palm – Bocagrande – Hotel Caribe**

Cra. 1 No. 2-87 Tel.: 665 9482