

TRAVEL BULLETIN

I. GENERAL INFORMATION ABOUT THE WORKSHOP

- **Venue:** Hotel Las Américas Golden Tower Panama
- **Address and location:** Av. Balboa and Calle 53 Esquina, Marbella, Panama City, Panama (https://maps.app.goo.gl/MESGjC4SFzp2s5qp9)
- **Workshop dates:** December 3 and 4, 2026
- **Dress code:**
  - **Workshop sessions:** Business attire
  - **ITSE field visit:** Comfortable clothing and footwear are recommended, while maintaining formal appearance
- **Language:** The Workshop will have simultaneous interpretation in Spanish and English.

II. TRAVEL AND LOGISTICAL INFORMATION

Tocumen International Airport (PTY)
Address: Avenida Domingo Díaz, Panama City, Panama
IATA code: PTY

- **Valid passport** (with at least six months' validity)
- **Visa requirements:** Depending on their country of origin, citizens of Central American countries and many other countries may enter Panama without a visa for short stays (90 days or less). However, **travelers are advised to verify the specific requirements with the Embassy or Consulate of Panama before traveling**. Holders of passports containing a U.S. visa that has been used may enter Panama without obtaining an additional visa or entry authorization.
- **Vaccinations and health precautions:** Although no vaccinations are mandatory, travelers are advised to be up to date on routine vaccinations, such as hepatitis A and B and typhoid, as well as yellow fever vaccination if traveling to rural or jungle areas. The use of insect repellent is also recommended in tropical areas.

III. ACCOMMODATION, MEALS AND TRANSPORTATION

A. ACCOMMODATION

a. Participants receiving co-financing

For **participants receiving travel co-financing,** with resources from RIAL/OAS, accommodation at Hotel Las Americas Golden Tower Panama will be covered for the duration of the Workshop (nights of December 2, 3, and 4). Reservations will be made directly by the organizers.

Check-in: Check-in is available from 3:00 p.m. Participants should go to the hotel reception desk with their identification document to complete the check-in process.

Check-out: By 12:00 p.m. (noon). At the end of their stay, participants should complete the check-out process directly at the hotel reception desk.

b. Participants not receiving financial assistance

For **participants who are not receiving financial assistance**, a list of accommodation options is provided below. Each participant is responsible for making their own reservation at the hotel of their choice. The organizers recommend the Workshop venue, for which a preferential rate has been negotiated:

Suggested hotels
**Kindly note these fees are subject to changes and availability*

Hotel Las Americas Golden Tower Panama (Workshop venue – Recommended*)
Address: Av. Balboa and Calle 53 Esquina, Marbella, Ciudad de Panamá
Negotiated preferential rate (per night): USD 109 + 10%
Tel.: +507 370 4600
Booking link: https://bit.ly/RIAL-TALLER-PANAMA
E-mail: reservas@lasamericashg.com

AC Hotel by Marriott
Address: Calle Ricardo Arias 14, Campo Alegre, Banking District, Panama City
Average rate (per night): USD 115 + 10%
Tel.: +507 394-7777
E-mail: ac.ptyar.reservations@marriott.com

Holiday Inn Panamá Distrito Financiero
Address: Calle Ricardo Arango and Calle 53E, Panama City (behind the National Shrine)
Average rate (per night): USD 115 + 10%
Tel.: 0800 74 518, +507 305-8800
E-mail: ptejada@grupovictoria.com.pa

Sortis by Marriott
Address: Calle 56 and Calle 57 Este, Obarrio, Panama City
Average rate (per night): USD 254 + 10%

Tel.: +507 398-8888
E-mail: reservaciones@sortishotel.com

B. MEALS

- **Breakfast:** Included in the hotel rate (for participants receiving co-financing)
- **Lunch:** Provided by the organizers as part of the Workshop on December 3 and 4.
- **Dinner:** To be arranged individually by each participant.

C. AIRPORT-HOTEL-AIRPORT TRANSPORTATION

The Organization of American States (OAS), with resources from the RIAL/OAS and in its capacity as co-organizer of the Workshop, will provide participants with transportation from Tocumen International Airport to Hotel Las Americas Golden Tower Panama, the Workshop venue, as well as return transportation to the airport on their departure date.

To coordinate this service, participants are kindly requested to send their travel itineraries to mrodriguezg@oas.org. Upon arrival at the airport, the transportation service will be clearly identified in the passenger pick-up area of Terminal 2. Once they have completed immigration and baggage claim procedures, participants are therefore advised to proceed to that terminal to board their transfer.

IV. PRACTICAL INFORMATION ABOUT PANAMA

A. GENERAL INFORMATION

- **Local time:** UTC-5
- **Language**: Spanish
- **Currency:** U.S. Dollar (USD)
- **Payment methods:** Cash or credit cards (Visa/Mastercard)
- **Weather:** The current temperature in Panama City is 32°C. During the Workshop, the temperature is expected to reach a high of 33°C and a low of 24°C.
- **Taxes and tips:**
    - **ITBMS (Panama's Value Added Tax).** Panama's ITBMS is a value-added tax (VAT) of 7% on most goods and services. It applies to most commercial transactions and is generally added to the final price of products or services. Travelers should take this tax into account when making purchases or using services during their stay.

- **TIPS.** Tipping is customary for many services in Panama. Although it is not mandatory, a 10% tip is commonly left at restaurants and bars, particularly when the service has been satisfactory. In some establishments, such as tourist-oriented restaurants, a 10% service charge may be automatically included in the bill. Tips are also customary, though not mandatory, for taxi drivers and hotel doormen or bellhops.

B. ABOUT PANAMA

Panama, officially the Republic of Panama, is a country located at the southern end of Central America, bordering South America. It shares borders with Costa Rica to the west and Colombia to the southeast, the Caribbean Sea to the north, and the Pacific Ocean to the south. Its capital and largest city is Panama City, whose metropolitan area is home to nearly half of the country's population of more than 4 million.

Its location in the low intertropical latitudes gives Panama a typically tropical climate and vegetation. The maritime tropical climate, influenced by both seas, is characterized by moderately high temperatures that remain relatively constant throughout the year, with little daily or annual variation, abundant rainfall, and high relative humidity. There are two clearly defined seasons: the dry season and the rainy season. The dry season runs from mid-December to April, while the rainy season lasts from May to mid-December.

Panama City was founded on August 15, 1519, by the Spanish conquistador Pedro Arias Dávila. It was originally given the ceremonial name "La Muy Noble y Leal Nuestra Señora de la Asunción de Panamá" (The Very Noble and Loyal Our Lady of the Assumption of Panama), in honor of the Catholic feast of the Assumption of the Virgin Mary, celebrated on the same day. In everyday use, however, it was simply known as Panama, the name that has endured to this day. As the capital of the Republic, the city is home to the seat of the National Government, other government institutions, and numerous duly accredited embassies and consulates. It is located on the Pacific coast, along the Gulf of Panama, on the eastern side of the mouth of the Panama Canal. Given its geographical position, it is a strategic hub for global trade, and its financial district is one of the most important in the world. The city is considered the "Hub of the Americas" because it is a key logistics center for international trade, an aviation hub, and a connection point for the continent's submarine cables. It also boasts some of the region's most advanced real estate, transportation, road infrastructure, and innovation developments, as well as high standards in emerging technologies, scientific research, health, biodiversity, ecology, and marine biology.

V. SAFETY AND HEALTH RECCOMMENDATIONS

A. CITY SAFETY AND TRANSPORTATION

Panama is considered a relatively safe destination; however, standard safety precautions should be taken. Avoid deserted or poorly lit areas at night, particularly near the historic district. For transportation around the city, you may use Uber and/or taxis, which are clearly identifiable by their yellow color. Avoid walking alone at night and displaying large amounts of cash in public. Carry only what you need for the day. Keep digital and/or printed copies of your passport or national ID and hotel reservations.

B. MEDICAL INSURANCE

Participants are advised to have medical insurance with international coverage in case of any medical emergency.

C. EMERGENCY CONTACT NUMBERS

- National Police: + 507 104
- Fire Department: +507 103
- Emergency services: 911
- Red Cross: +507 315-1388
- National Civil Protection System (SINAPROC): +507 231-4209

VI. PLACES OF INTEREST IN PANAMA

A. TOURIST ATTRACTIONS NEAR THE WORKSHOP VENUE

Casco Antiguo (Casco Viejo)	**Location:** 10 minutes away by car. **Description:** This is the city's historic district. Casco Antiguo is a must-see destination. Visitors can stroll along its cobblestone streets and explore artisan boutiques, cafés, and shops offering local products such as handicrafts, Panamanian coffee, and more.
Amador Causeway (Cinta Costera 3)	**Location:** 15 minutes away by car. **Description:** This causeway connects the city to several nearby islands and is ideal for cycling or walking. It also offers spectacular views of the sea and the Panama Canal, making it a perfect place to enjoy the scenery and fresh air.

Panama Viejo Archaeological Site	**Location:** Parque Lefevre district, Panama City, approximately 5 minutes away by car. **Description:** Founded on August 15, 1519, by Pedro Arias Dávila (Pedrarias Dávila), it was the first permanent European settlement on the Pacific coast of the Americas. It served as a key trading post, particularly for shipping gold and silver from Peru to Spain. It was Panama's first capital and the original settlement from which modern-day Panama City developed.

B. SHOPPING CENTERS NEAR THE WORKSHOP VENUE

Megapolis Outlets	**Location:** Avenida Balboa, Paitilla, Panama City. **Description:** Located across from the bay and near the banking district, the mall has more than 100 retail outlets, including clothing, footwear, perfume, accessories, jewelry, and discount stores. Facilities include movie theaters (Cinemark), a casino, a food court, restaurants (such as Hard Rock Café), and ample covered parking. In recent years, it has evolved toward an outlet and discount-store concept, attracting both residents and tourists.
Multiplaza Pacific Mall	**Location:** Vía Israel, Panama City **Description:** One of the largest and most modern shopping centers in the city, it offers a wide range of international brand stores, upscale restaurants, and entertainment options such as movie theaters. It is an excellent place to shop, enjoy a good meal, and spend some leisure time.
Albrook Mall	**Location:** Marginal, Av. Roosevelt, Panama City **Description:** The largest shopping mall in Panama and one of the largest in Latin America. It offers a wide variety of stores, ranging from fashion to technology, with attractive options across a broad price range. It is ideal for visitors looking for souvenirs, clothing, or local products. The mall also has a dining area and entertainment options.

For any questions regarding this Workshop, please contact:

ORGANIZATION OF AMERICAN STATES

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