

Travel guide for participants.

Information needed before the Congress

1st Elective Congress of the International Alliance of Waste Pickers

We are waste pickers, we are workers,
this is our organization, united for our rights!

1-5 May 2024, Buenos Aires, Argentina

wastepickersinternational.org

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I - Information about the Congress

1) Introduction

Welcome to the first Congress of the International Alliance of Waste Pickers (IAWP). Welcome to this event as we create our own history.

The Congress is the highest decision-making body of IAWP and is a decisive occasion for our affiliates to come together to review achievements, learn from experiences, design effective strategies and make key decisions for our future.

During our first Elective Congress, the delegates will be able to vote for our first authority figures, who will hold their positions for the next five years, and in the Congress, delegates will also be able to debate the resolutions that will mark our guidelines as an Alliance.

2) Congress Venue

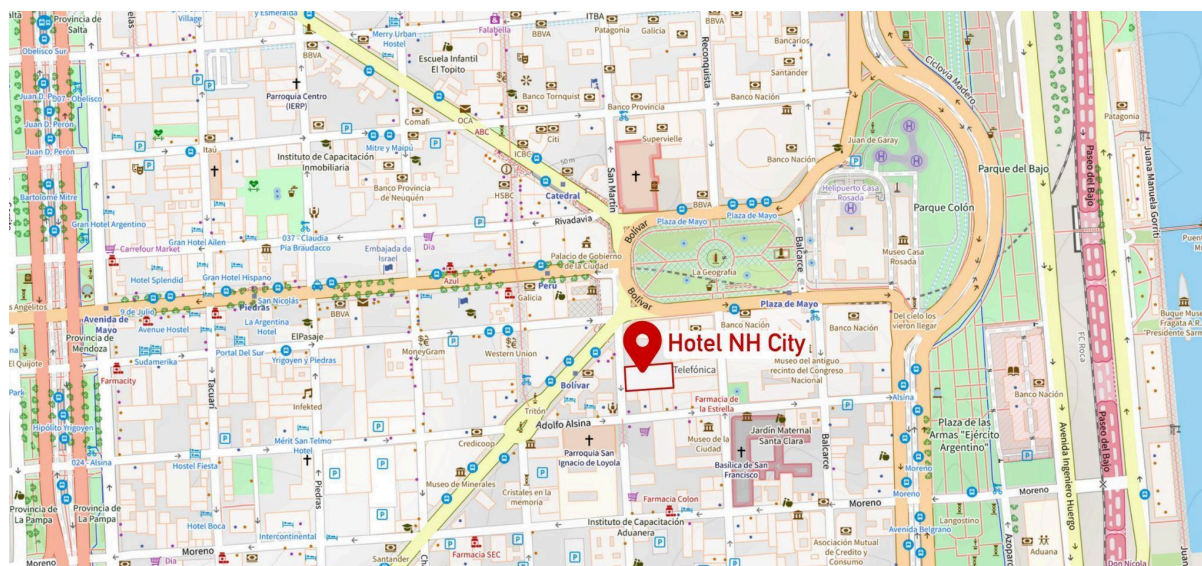
Our Congress will be held mainly at the **NH City Hotel**. This hotel is located in the historic center of this capital city, just half a block from the emblematic Plaza de Mayo and the famous Casa Rosada, in the Autonomous City of Buenos Aires.

Address: NH City Hotel. Bolivar 160- C1066AAD, Buenos Aires.

Telephone numbers:

From Argentina +54 1168419937

From outside Argentina: +34 91398 4661



3) Accreditation and Information

The accreditation tables will be located in the Central Hall of the NH City Hotel and at the entrance to the Gaudí Room.

Participants must be accredited through this process in order to obtain the necessary credentials and materials for the Congress. The Congress Credentials Committee will be responsible for verifying that the participants of our Assembly are properly registered.

Please note that you are welcome to consult the accreditation tables and the Staff for any contingency or doubt.

Information in English, Spanish and French is also available at the congress website: wastepickersinternational.org

4) Participation

More than 200 people will participate in the Congress! They are:

- 88 delegates from 33 countries and 5 regions.
- 56 Observers, including historical recyclers, other affiliates, members of the communications committee, electoral committee, representatives of future affiliated organizations, sister organizations, among others.
- Interpreters.
- Local personnel who assist with logistical tasks throughout the day.
- Guests.

Fun fact: All these categories bring together people from approximately 50 countries!

5) Materials

Each Congress participant will receive a kit of materials to facilitate your most effective participation in the Congress. You will have a Congress manual divided into 5 specific booklets for each of the 5 days of the Congress, in which you will find the necessary material or documents to be read beforehand according to the task assigned for each day. In order to make good decisions during assembly, it is important that the delegates read the information prepared for specifically for each session. Otherwise, it will be difficult to follow the discussions.

You will also receive additional materials such as a Buenos Aires Travel Guide to optimize and make the most of your stay in Buenos Aires.

We remind you that the materials can be consulted digitally on our website: wastepickersinternational.org.

6) Interpretation

Interpreters will be available for the languages of our delegates. Interpreting equipment will be given to each participant at the beginning of each day, and must be returned at the end of the day. For meal times, activities and free time, the

interpreters accompanying the delegations and the bilingual staff will be able to accompany the informal and out-of-schedule conversations.

II- Trip to Argentina

1) Information on Argentina

Currency: The official currency of Argentina is the Argentine Peso (AR\$). In case you are able to, we recommend bringing US Dollars or Euros to exchange for the local currency in case of personal expenses. We remind you that transfers, accommodation and food for delegates will be covered by the Congress. In addition to this, on the day of accreditation, the organization will provide a fixed amount for small local costs and in the following days, per diem expenses will be reimbursed, scheduled as per region. *Per diem* and reimbursements are detailed in the appendix of this guide.

Language: Spanish

Area code: (+54)

Time Zone: GMT-3

Emergency telephone numbers:

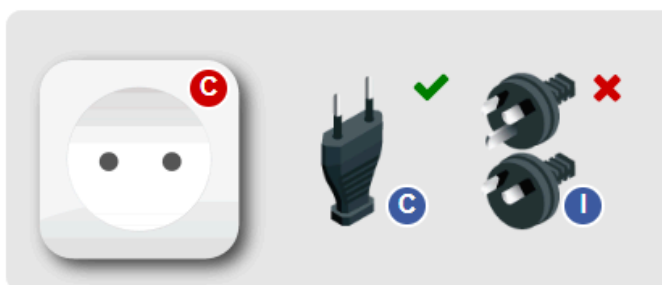
911 Emergencies

107 Medical emergency

100 Firefighters

144 Women's hot

Electricity: In Argentina, type C and type I plugs and sockets are used (see image). The mains voltage is 220 V at a frequency of 50 Hz.



The hotel has adapters in the rooms, but it is recommended to bring your own adapters that are compatible with your country's plug.

Weather: During May, we will be in the middle of autumn in Argentina.

Temperatures will be between 20° and 10°, with some chance of rain. Specific recommendations will be sent closer to the Congress dates according to the extended forecast. We recommend bringing warm clothes and comfortable shoes for the scheduled visit to the waste pickers' cooperatives. You can also check the weather by day at [this web link](#).

2) Currency exchange

The exchange of foreign currencies into local currency should be done exclusively in official exchange houses to prevent commonly reported scams. In front of the hotel there is a place to exchange your money safely, more details about this are given in the "Waste Pickers Guide to Buenos Aires". Additionally, it is important to take into account that May 1st, the first official day of the Congress, is a national holiday.

3) Bring all your documents for immigration procedures.

We recommend that you print out all the necessary documents for this travel and have them on hand in case immigration officials ask you any questions. These documents should include your passport, a copy of your passport, IAWP (IAWP) / FACCyR invitation letter, outbound and return flight itinerary, hotel accommodation details, travel insurance, visa approval (if applicable) and this handbook.

III - Logistics and practical information

1) Lodging

Hotel: NH City Hotel

Address: Bolívar 160, C1066AAD, Ciudad Autónoma de Buenos Aires, Argentina.

Smoking is prohibited in the rooms.

The delegates' rooms will be double rooms, therefore, we recommend respecting the rules of coexistence to take care of the rest schedules of all the participants of the Congress.

2) Transfers

Departure in the country of origin and connecting flight.

WARNING!

Check in online 24 hours before the flight to reserve seats and issue boarding passes.

- Be sure to arrive at the airport at least three hours before your flight departure, as there may be security checks and long queues.
- Always check the updated flight information prior to the departure date and check again upon arrival at the airport. Also be sure to check the departure gate number at the airport, as it can change sometimes at the last minute.
- If any of the connecting flights are delayed, please consult the airline staff at the corresponding counter. The airline is usually obligated to assign you to the next available flight at no additional cost.
- Charge all electronic devices you will be carrying so that you can switch them on if you need to.
- Baggage allowance and weight limit: Check the baggage allowance on your airline ticket and adhere to the airline's restrictions. Any baggage exceeding the weight limits will incur additional costs, which will not be covered.
- Upon arrival at the destination airport, delegates should look for IAWP signs to locate the shuttle service. If you cannot find these signs, connect to the airport Wi-Fi network and contact the appropriate person you have been assigned. Closer to the Congress, each participant will receive personalized instructions on the persons responsible for their transfer.

We will provide transportation services for all delegates and observers for the official agenda of the Congress. The cost of transportation by local means of transport from Buenos Aires for any **other** activities **will not be covered**.

3) Meals

Breakfast, lunch, dinner and coffee breaks will be arranged throughout the Congress for delegates and observers. For further details, please see the Agenda, where the times and places of each meal is detailed.

As with transportation, **expenses incurred for meals in Buenos Aires outside the Congress agenda will not be covered or reimbursed**.

Alcoholic beverages will not be included during the Congress. As the host organization we request respect around the limited consumption of alcohol and other substances, since our organization does not promote it and works hard in the assistance and recovery of people in situations of problematic substance use.

4) What to bring

a) A change of clothes and medicines in the carry-on bag.

We recommend carrying a change of clothes and any medication you may need in your carry-on bag in case your luggage is delayed. In Buenos Aires, May is an

autumn month and the average temperature is between 20° and 10°C, with some sporadic rain. Dress in layers to avoid getting cold, bring a jacket and raincoat.

b) A refillable water bottle

Bring your own bottle to Congress to help protect the environment and reduce waste!

c) T-shirts with your organization's logo [Only for delegates and observers].

- Each of the affiliated organizations may bring t-shirts and a banner to decorate the conference room.
- Hand in the flags you will be carrying to the IAWP staff at the reception desk upon arrival. You will be able to pick them up on May 5th.

d) Bring your cultural or traditional costumes

Bring and wear your traditional costume or cultural dress, if you have one and want to show others. It can be a beautiful moment of exchange and learning to share it during the Inaugural Dinner on May 1st and the International Dinner on May 4th.

e) Sufficient clothing for the number of days of travel.

The Congress will last 5 days, but realistically, between travel and airport stopovers, many participants will be away from home for almost a week. It is important that as a participant, you travel with sufficient clothing, warm clothing and footwear to avoid any unforeseen circumstances.

f) Product fair during the Congress [For delegates and observers only].

- For IAWP organizations who wish to showcase items, products or their work, we will set up permanent display tables at the entrance to the Gaudi Hall.
- However, it is critical that organizations decide which items they will bring to Congress to ensure that they comply with all applicable tax and immigration requirements. Remember that there is a weight limit for checked baggage. It is important not to exceed it because then there are extra costs involved.
- If bringing items, we recommend bringing a poster that identifies the country and a story about the exhibition.

5) Health

At present, Argentina does not require mandatory vaccinations to enter the country. However, we strongly recommend that you bring with you your COVID-19

vaccination certificate (as updated as possible) and, in case you have it, your yellow fever vaccination certificate.

The tap water in the City of Buenos Aires **is potable**.

During the Congress we will have staff from the Health Team of the host organization available for spontaneous consultations, 24 hours a day.

6) Reimbursements (for delegates, recycler observers and interpreter observers only)

During the Congress, the planned times for reimbursements will be indicated and requests will be handled as per region and scheduled by day for the purpose of better organization:

- Day 1: Asia-Pacific
- Day 2: Europe
- Day 3: Africa
- Day 4: Latin America
- Day 5: Europe

This guide establishes standard rules for the use of money given to people traveling with funding from the International Alliance of Waste Pickers.

For efficient, fair and orderly use, we will distinguish between two types of allocations:

1) Reimbursement by type of expenses

- Transfers between your home and the airport, round trip;
- Refreshments taken at the airport(s);
- Expenses related to the issuance of passports, health passports, vaccinations, visas and expenses related to obtaining visas.

The reimbursement of these expenses requires the **presentation of duly approved tickets and invoices** that allow validating the amount of money declared by the person claiming the reimbursement. Without this documentation, the reimbursement of the expenses incurred will not be made (in the case of not having a physical ticket, a photo of the cab meter or a screenshot of the mobile application used will be accepted, or if the transportation used belongs to a relative or friend, the fuel ticket -according to the distance traveled between the home and the departure terminal- and toll tickets will be accepted for the reimbursement of the same).

Expenses of more than US\$100 that are not duly documented/officialized with receipts will not be accepted under any circumstances.

The following table stipulates the maximum reimbursable expenses during airport stopovers:

Scale Time	Maximum Refundable (USD)
Minimum 3 hours	20 USD
5 - 8 hours	50 USD
8 hours or more	50 USD (plus hotel cost if applicable)

2) Standard daily allowance

Standard daily allowance from the day of arrival to the day of return, plus one additional day, to cover basic living expenses (this includes a sim card, meals and beverages, snacks, treats, personal hygiene products not previously purchased e.g., sanitary napkins, deodorant), this amount will be estimated based on the average cost of these products in the country of destination, but the range is between USD\$10 and USD\$20.

For the Congress in Buenos Aires, an allowance of USD\$10 per day was estimated; from the day of arrival to the day of departure, plus one additional day.

Under no circumstances or exceptional situations will IAWP directly cover expenses related to the purchase of alcohol, tobacco or other substances.

7) Emergency contacts

E-mail: logistica@faccyr.org.ar

This email is overseen by the entire logistics team and is quick to read and respond to. Before the congress, it is the recommended means of contact to order communications.

In case of emergencies during the Congress, please contact the following permanent on-call number for direct communication with the Logistics team:

+5491124074811