

# RELEVANT INFORMATION



## ***INTOSAI-Donor Cooperation and Capacity Building Committee meetings, 2017 Washington, DC***



***18 – 21 September, 2017 - Washington D.C., USA.***

### **Introduction**

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The leadership of INTOSAI-Donor Cooperation (IDC) and INTOSAI's Capacity Building Committee (CBC) welcome participants to the second contiguous meetings of the CBC and IDC Steering Committee in Washington D.C, USA, from 18 - 21 September 2017

The world bank group will coordinate the registration and other logistics for the meetings. You need to register electronically on the CBC website ([www.intosaicbc.org](http://www.intosaicbc.org)) from 10 June – 1 August 2017. Any problems experienced with registration can be reported to the CBC Secretariat at [secretariat@intosaicbc.org](mailto:secretariat@intosaicbc.org).

Updates on the meetings arrangements will be made available on the IDC/CBC websites as required.

### **Venue**

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The IDC-CBC meetings will take place at the World Bank Main Complex (MC building), 1818 H St., NW, Washington, DC, 20433 USA. The visitor center entrance is on 700 & 18th, east-side.

#### ***Security and building access***

Participants can access the meeting venue through the visitors entrance of the World Bank Main Complex. Upon arrival, inform the guard that you are an external participant attending INTOSAI IDC/CBC meetings and you will be directed to the visitor screening area and the meeting room. Please note that all visitors must possess a government issued photo ID to be granted access to the meeting venue.



## Attire & Weather

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The attire for the meetings is business smart.

The temperature during the meeting period is forecasted as generally cool with an average high of 75-85°F (23-29°C) and an average low of 50-65°F (10-18°C). There is a low to medium risk of rain. It would be a good idea to bring along a jacket or a cardigan in case of colder weather.

## Hotel Booking & Accommodation

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Participants are responsible for making their own hotel reservations. We recommend the hotels listed below for your stay; block bookings and special rates have been arranged. Bookings must be made before September 1, 2017. We urge you to make your reservations as soon as possible beginning from June 20, 2017.

### *Hampton Inn Hotel (2 minutes' walk to the meeting venue)*

Room rate including Breakfast and Wi-Fi is \$259 per night. For information about the hotel see: <http://www.guestreservations.com/hampton-inn-washington-dc/booking>

### *Club Quarters Hotel (7 minutes' walk to the meeting venue)*

Room rate including Wi-Fi only is \$214 per night.

Room rate including Breakfast and Wi-Fi is \$239 per night.

For information about the hotel see:

<https://clubquartershotels.com/locations/club-quarters-hotel-washington-dc>

## Visa Letters

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Participants who require visas to enter the United States and need an invitation letter must indicate this during the registration process and the World Bank will send a letter for this purpose.

The link below can be used to verify countries whose citizens are not required to hold a visa entering the United States (please study the terms and conditions carefully, and note that information may change from time to time): <https://travel.state.gov/content/visas/en/visit/visa-waiver-program.html>

## Transportation

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Participants are responsible for their own transport to and from the airport, hotel and meeting venue.



There are three major airports in the Washington, DC region that offer multiple U.S and international flights daily

### ***Airports around Washington DC***

#### ***Ronald Reagan Washington National Airport (airport code: DCA)***

This is the closest airport to Washington DC, just about 4 miles from the area. The airport is accessible from its own Metro stop and the official taxi stand is outside of baggage claim. A ride into downtown DC will cost about \$15-\$20. For more information on transportation to and from the airport please visit <http://www.flyreagan.com/dca/parking-transportation>

#### ***Washington Dulles International Airport (airport code: IAD)***

The Washington Dulles Airport is situated 26 miles west of Washington D.C. An express bus service runs every 15 minutes, connecting the airport with the city's metro system. There are also private shuttle companies, taxis, and car rental outlets at the airport, the recommended taxi is the Washington flyer, fares range from \$60-\$68 from the airport to downtown DC. (<http://www.flydulles.com/iad/washington-flyer-taxi-service>)

#### ***Baltimore/Washington International Thurgood Marshall Airport (airport code: BWI)***

The BWI airport is in Baltimore and about 35-40 miles from the DC area. It is accessible via an Amtrak train route that drops off at DC's Union Station. A reserved seat on the train will cost \$15-\$45. Taxis, Uber, Shuttles and Car rental services are also available at the airport. A taxi ride to downtown DC will cost about \$90. Visit <http://www.bwairport.com/en/travel/ground-transportation> for more information on transportation to and from the airport.

### ***Public Transportation***

In Washington DC there are two major forms of public transportation, the Metro bus and the Metrorail, often simply called "the Metro." The Metrorail is the underground subway system and the Metro bus is the public bus system. The World Bank Main Complex is located close to Farragut West and Farragut North Metro Stations.

Please call (202) 637-7000 for information on bus or Metrorail schedules, location of stops, fares and routes. (<https://www.wmata.com/>)

### ***Uber & Taxicabs & Rental Cars***

Other convenient and safe ways to get around the city are Uber, taxicabs or rental cars. You can arrange for a taxicab or hotel shuttle from the hotel concierge desks or hail a taxi on the street.

## **Language of the Meeting, and Documents**

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English will be the official language for the meetings. All documents required for the meetings will be published on the IDC and CBC websites and distributed via email ahead of the meetings.



No printed documents will be available at the meeting, please bring along your laptop computer or tablet; or if you prefer hard copies, kindly print these before your departure.

## **Meals**

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The World Bank will arrange for coffee breaks and lunches during the meetings. The Welcome Reception and Dinner will be on Sept 18<sup>th</sup> and 20<sup>th</sup> respectively, locations will be communicated later.

## **General Information**

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### *Geography*

Washington DC occupies 69 square miles (178 square kilometers) of the District of Columbia – the federal zone carved from the states of Maryland and Virginia nearly 200 years ago. The layout of the city was designed by French engineer, Major Pierre L’Enfant.

The city is divided into four sections: Northeast (N.E.), Northwest (N.W.), Southeast (S.E.) and southwest (S.W.). The Capitol, the building that houses the United States Congress, is the geometric center of the city. Streets running north and south are numbered; those running east and west are lettered (the letters J, X and Z are omitted, however).

### *Entertainment*

Washington, D.C. is a great city for all kinds of entertainment – theater, concerts, dance, movies, art exhibitions, festivals, and restaurants. To find out about current events, check Washington Post newspaper, and the Washingtonian monthly magazine. Daily newspapers also list movies and other cultural events. A list of activities may also be retrieved from your hotel’s concierge.

## **Accompanying Persons**

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Please note that there will be no programme arranged for delegate partners.

## **Health insurance**

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We recommend all participants to acquire international health insurance.



## Other Information

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**Power:** in Washington DC, the voltage is 110V. The picture shows the standard outlet in the USA. Don't forget your adapter!



**Water:** tap water is safe to drink in the USA.

## Contact us

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Find below contacts for inquiries regarding the meeting.

**INTOSAI-Donor Cooperation secretariat:** [intosai.donor.secretariat@idi.no](mailto:intosai.donor.secretariat@idi.no)

**CBC secretariat:** [secretariat@intosaicbc.org](mailto:secretariat@intosaicbc.org)

**World Bank contact:**

Lucy: [lmukuka@worldbank.org](mailto:lmukuka@worldbank.org) Phone: 202-473-2830

Loveth: [ladewuyi@worldbank.org](mailto:ladewuyi@worldbank.org) Phone: 202-458-9806

