



**Regional Conference
on Social Development**
in Latin America and the Caribbean

Brasília, 2–4 September 2025

**SIXTH SESSION OF THE REGIONAL CONFERENCE ON SOCIAL DEVELOPMENT
IN LATIN AMERICA AND THE CARIBBEAN**

**SEVENTEENTH MINISTERIAL FORUM FOR DEVELOPMENT IN LATIN AMERICA
AND THE CARIBBEAN**

Brasília, 2–4 September 2025

BRIEFING NOTE FOR PARTICIPANTS



UNITED NATIONS

ECLAC



INTRODUCTION

The sixth session of the Regional Conference on Social Development in Latin America and the Caribbean and the seventeenth Ministerial Forum for Development in Latin America and the Caribbean will be held at the headquarters of the Federal Data Processing Service (Serpro) of Brazil, in Brasília, from 2 to 4 September 2025.

This document is intended to provide delegations with useful information to facilitate their work at this meeting.

The meeting coordinators will be available to answer any questions concerning logistical or organizational matters, before or during the event.

1. General information on Brazil

Geographical location

Brazil is located in eastern South America. According to data from the Brazilian Institute of Geography and Statistics, as of 1 July 2024, it is the fifth-largest country in the world, with a total area of 8,511,965 km and an estimated population of 212.6 million. It shares borders with 10 other South American countries and territories and has one of the longest continuous coastlines of any country, measuring 7,491 km.

Brasília is the capital of Brazil and of the country's Federal District. Located in the Brazilian highlands in the central-western region, it was built at the initiative of President Juscelino Kubitschek to replace Rio de Janeiro as the nation's capital, and was inaugurated in 1960.

With 2.8 million inhabitants, Brasília is the third-largest city in Brazil, after São Paulo and Rio de Janeiro. A planned city, it was designed by Lúcio Costa, Oscar Niemeyer and Joaquim Cardozo in 1956, with numbered blocks and sectors for specific activities, such as the hotel, banking and embassy sectors.



In 1987, its modernist architecture and unique, artistic urban planning prompted the United Nations Educational, Scientific and Cultural Organization (UNESCO) to include Brasília on the World Heritage List. Deemed a Creative City of Design by UNESCO, it became part of the UNESCO Creative Cities Network in 2017. The city was designed to resemble an airplane, with its main thoroughfare, two broad avenues on either side of a large park, forming the fuselage. Plaza de los Tres Poderes, located where the cabin would be, is surrounded by the buildings of the three branches of government. The legal status of Brasília is unique: it is an administrative region rather than a municipality, like other cities in Brazil.

Climate

Owing to its location, most of Brazil has a tropical climate, with some temperate regions in the south of the country. Brasília has a savannah or inland tropical climate, with daytime

temperatures ranging from 14°C to 28°C and two well-defined seasons: one rainy (October to March) and one dry (June to August).

Useful information for your stay

Local currency	The currency unit is the real (R\$) (plural reais). Brazil maintains a floating exchange rate with daily variations. As of mid-July 2025, the exchange rate is approximately US\$ 1 = R\$ 5.57.
Local time	UTC or GMT -3 hours.
Electricity	<p>Voltage varies in Brazil depending on the city. In Brasília, the standard is 220 volts. Hotels provide plugs for both voltages (110 and 220) and portable adapters are readily available in electrical supply stores. “N” type plugs, with three prongs, are used in the country. For safety reasons, plugs are set into the wall, ensuring that the electrical connection and supply are only available when prongs are fully inserted.</p> 
Tipping	Tips are not included in hotel or restaurant bills. It is usual to leave a tip of 10% of the total bill.
Taxis or transfers	<p>Visitors are advised to use taxi applications and avoid taking a taxi directly in the street, especially at night. Uber, 99 or other applications may be used.</p> <p>Official taxis are black with horizontal yellow and green stripes on the front doors. They may also be grey and white.</p> 

Telephone country code	The international telephone code for Brazil is +55 and the local code for Brasília is 61.
Official language	Portuguese is the official language of Brazil.

2. Meeting venue

The sixth session of the Regional Conference on Social Development in Latin America and the Caribbean and the seventeenth Ministerial Forum for Development in Latin America and the Caribbean will be held at the headquarters of the Federal Data Processing Service (Serpro), in Brasília.

Address: Sector de Grandes Áreas Norte (SGAN), Cuadra 601, Módulo V, Ala Norte,
Brasília
Distrito Federal, 70836-900, Brazil

Telephone: (+55) 61 2021 8133

3. Meeting coordination

The meeting is organized by the Economic Commission for Latin America and the Caribbean (ECLAC) and the Government of Brazil, through the Ministry of Social Development and Assistance, Family Affairs and the Fight against Hunger.

The contacts are:

Luis Fidel Yáñez (overall coordination)

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ECLAC, United Nations
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Rodrigo Martínez (questions on substantive matters)

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Luis Flores (accreditation)

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Margarita de Igarzábal (logistics)

Supervisor

Conference Services Unit
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Tel: (+56) 2 2210 2588

4. Hotel reservations

The ECLAC Conference Services Unit has requested a special rate* for meeting participants, at the following hotels:

HOTEL HPLUS VISION EXECUTIVE

20% discount for participants (for stays from 1 to 5 September 2025)

To obtain the discount, use the following code when reserving by telephone or on the website: CEPALCDS2025

Address: Área Especial A, Sector Hotelero Norte, Cuadra 1, Block F, Ala Norte, Brasília, Distrito Federal, 70701-000, Brazil

Tel: (+55) 61 3022 3200

Contact: Tiane Lima, email: vendas@hplus.com.br

Direct link to reserve with discount: <https://shre.ink/xWEe>

HOTEL CULLINAN HPLUS PREMIUM

20% discount for participants (for stays from 1 to 5 September 2025)

To obtain the discount, use the following code when reserving by telephone or on the website: CEPALCDS2025

Address: Sector Hotelero Norte, Cuadra 4, Block E, Ala Norte, Brasília, Distrito Federal, 70704-050, Brazil

Tel: (+55) 61 3426 5000

Contact: Tiane Lima, email: vendas@hplus.com.br

Direct link to reserve with discount: <https://shre.ink/xWEe>

MERCURE BRASÍLIA LÍDER

20% discount for participants (for stays from 31 August to 6 September 2025).

Valid for reservations as of 18 August 2025, subject to availability.

Address: SHN Quadra 05 Bloco I | Asa Norte – Brasília – DF – Brasil

Tel: +55 (61) 3426-4000

Contact: renata.gurgel@accor.com; ana.fonseca@accor.com ; vinicius.cavalcanti@accor.com ; bruno.goncalves@accor.com;

Direct link: [Hotel com quartos com Wi-Fi na Asa Norte | Mercure - ALL](#)

Participants must contact Hotel Mercure Brasília Líder and mention the discount for the Sixth session of the Regional Conference on Social Development

The ISS tax of 5% is not included in the rate. Please add 5% to the daily rate.

HOTEL BRASIL 21 CONVENTION AFFILIATED BY MELIÁ

Address: SHS Quadra 06 Conjunto A Lote 01 Bloco F – Asa Sul - 70316 000 Brasilia - Brasil
Tel: +55 (61) 3218-5515
Standard single room: BRL 1.029,00 + 5% ISS tax
Double room: BRL 1.099,00 + 5% ISS tax
Contact: Vitor Hugo Moraes, vitor.moraes@melia.com
Mention Sixth session of the Regional Conference on Social Development (melia.com)
Rates subject to room availability.

**Rates apply subject to room availability.*

Reservations must be requested directly from the selected hotel.

Members of delegations are responsible for making their own reservations, and are advised to check that hotels have indeed processed requests and to obtain a reservation number or confirmation code.

To hold a reservation, hotels will require a credit card number. Under the no-show policy applied in Brazil, any reservation may be cancelled up to 24 hours prior to check-in, failing which the first night will be charged in the event of a no-show. Participants shall be responsible for settling their hotel expenses directly with the establishment upon conclusion of their stay.

5. Requirements for entering Brazil

Bearer of ordinary, diplomatic or official passports should request their visa, as applicable, at the closest Brazilian embassy or consulate.

See the following link for information on countries whose nationals require a visa to enter Brazil: <https://www.gov.br/mre/pt-br/assuntos/portal-consular/vistos/quadro-geral-de-regime-de-vistos-para-entrada-de-estrangeiros-no-brasil>.

All health requirements, such as compulsory vaccinations, must also be met prior to entering the country. International travellers are advised to update their vaccination status before arriving, in accordance with the vaccination schedules of their country of origin or residence, in particular for yellow fever, polio, measles, rubella, diphtheria and tetanus.

6. Local transport

Participants are responsible for their own roundtrip transport between the airport, the hotel and the meeting venue.

Only registered taxis that are available at the airport should be used. Official taxis are black with horizontal yellow and green stripes on the front doors. They may also be grey and white.



Visitors are advised to use taxi applications and avoid taking a taxi directly in the street, especially at night. Uber, 99 or other applications may be used.

7. Online registration and collection of credentials

An online registration system for participants will be available on the meeting website until Monday 25 August: <https://crds.cepal.org>.

Credentials can be collected at the entrance hall of the headquarters of the Federal Data Processing Service (Serpro) in Brasília (Sector de Grandes Áreas Norte (SGAN), Cuadra 601, Módulo V, Ala Norte, Brasília, Distrito Federal, 70836-900, Brazil), on Tuesday 2 and Wednesday 3 September, from 8 a.m. to 1 p.m. and from 3 p.m. to 5 p.m.

Each participant will receive an identification badge, which, for security purposes, must be shown to enter all meetings.

For further information on accreditation of participants, please contact Luis Flores (luis.flores@un.org) or Carolina Jara (carolina.jara@cepal.org).

Registering through the online system **does not exempt** delegations from the requirement to provide official notification to the Office of the Secretary of the Commission indicating the name of the head of delegation and all accompanying members.

8. Opening session

The opening session will take place on the morning of 2 September 2025, at a time and place to be announced in due course.

9. Internet

The offices and conference rooms set aside for the meeting will have wireless Internet access (WiFi).

10. Languages

The official languages of the meeting will be Spanish and English. Simultaneous interpretation will be provided into Portuguese.

11. Medical services

The Government of Brazil will provide first aid services if emergency medical assistance is required at the meeting venue.

12. Documents

This will be a paper-smart meeting. All official documents and statements will be available to read or download on the meeting website: <https://crds.cepal.org>.

Participants are advised to bring their laptop computer, tablet or other mobile device to the meeting, since only a limited number of printed documents will be available.