

Global Workshop on the Participation of Land-Locked Developing Countries in the Regime of the Area and the Benefit-Sharing Mechanism under UNCLOS

13–15 October 2026, Santa Cruz de la Sierra, Plurinational State of Bolivia

Information Note for Participants

General Information

The Global Workshop on the Participation of Land-Locked Developing Countries (LLDCs) in the Regime of the Area and the Benefit-Sharing Mechanism under UNCLOS will be organized by the International Seabed Authority (ISA), in collaboration with the UN Office of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States (UN-OHRLS) and the Government of the Plurinational State of Bolivia, from 13 to 15 October 2026, in Santa Cruz de la Sierra, Bolivia. Logistical support is provided by the Spanish Agency for International Development Cooperation (AECID) through its Training Centre in Santa Cruz de la Sierra (CFCE-SCZ).

Venue and Opening

The workshop will be held in person at the Centro de Formación de la Cooperación Española en Santa Cruz de la Sierra (CFCE-SCZ), C/ Arenales 583, Santa Cruz de la Sierra, Bolivia.

Working Languages

The workshop will be conducted with simultaneous interpretation in four languages: Spanish, English, French and Russian.

Workshop Documents

Documents and materials relevant to the workshop, including the agenda and background documents, will be provided prior to the workshop and made available on the following webpage as appropriate: <https://isa.org.jm/events/workshop-on-the-participation-of-lllcs-in-the-regime-of-the-area-and-the-benefit-sharing-mechanism-under-unclos/>

Contact Points

Should you have any inquiries related to the workshop or need assistance, please contact:

- ISA Secretariat focal point: Ms. Rebecca Alcolea Krauss - rkrauss@isa.org.jm
- Government of Bolivia focal point: *Ms. Gladys Quispe, Minister Counselor, Head of the International Policy and Human Rights Unit* - gquispen@rree.gob.bo

Visa Requirements

Participants requiring a visa must have the Workshop invitation issued by the Plurinational State of Bolivia to facilitate their visa application and entry into the country.

Please note that for entry and exit procedures for official delegations, current Bolivian immigration regulations must be observed, taking into account the nationality and type of travel document of each participant, as detailed below:

- Group I: Foreigners from these countries do not require a visa to enter Bolivia for tourism or visits.
- Group II: Foreigners from these countries require a tourist or visitor visa (obtained through consular procedures or at the border).
- Group III: Foreigners from these countries require a consular tourist or visitor visa, subject to verification of requirements by the General Directorate of Migration.

The list of countries by Group is attached as an Annex. Notwithstanding the foregoing, the Plurinational State of Bolivia will facilitate the entry into its national territory of delegates from Group II and III countries at the international airports of arrival (Santa Cruz de la Sierra, El Alto-La Paz, and Cochabamba), where a visa will be issued at a cost of US\$50, payable in cash or by credit or debit card. The visa fee will be reimbursed by the Secretariat upon presentation of the corresponding receipt. Participants are therefore kindly requested to retain proof of payment. Please send a scanned copy of the passport to the email: econdori@ree.gob.bo at least 15 days prior to the trip.

Airport Information and Transportation

The main international gateway is Viru Viru International Airport (VVI) in Santa Cruz de la Sierra.

The distance to Hotel Camino Real in Santa Cruz de la Sierra is approximately 14 to 16 kilometers. The travel time by car or taxi is about 20 to 25 minutes, depending on traffic in the northern area and along Banzer Avenue.

It is recommended to complete Form 250, the Sworn Declaration of Accompanied Baggage and Foreign Currency Entry, online before arriving in Bolivia <http://anbsw01.aduana.gob.bo:7401/viajero/Publico250.jsp>

Airport transfers (arrival and departure) will be arranged and covered by the organizers for all participants.

Daily transport between the hotel and the venue (CFCE-SCZ) will also be arranged and covered by the organizers. A group shuttle will run each morning and at the end of each day; timings will be confirmed closer to the workshop.

Hotel Accommodation

Accommodation will be arranged and covered by the organizers at the Hotel Camino Real, Santa Cruz de la Sierra. The booking includes breakfast and dinner. Participants will receive confirmation of their reservation in advance, including check-in and check-out details. Hotel link: <https://www.caminoreal.com.bo/en/hotel-santa-cruz>

Meals and Refreshments

Morning and afternoon coffee and refreshments will be offered to all participants at the venue each day.

Meals will be covered by the organizers: breakfast and dinner are included in the hotel booking, and lunch will be provided at the venue each day.

Currency

The official currency is the Bolivian Boliviano (BOB).

In Santa Cruz de la Sierra, cash in bolivianos remains essential due to the exchange rate gap between the official rate and the parallel market. It is advisable to carry high-denomination US dollar bills in pristine condition and exchange them at local currency exchange bureaus in the city, while avoiding airports and the heavy use of cards or ATMs that apply the official rate.

Floating exchange rate, according to information from the Central Bank of Bolivia: (www.bcb.gob.bo)

Some places to exchange money at the Center of the city are:

- Cambio Alemán Transatlántico, S.R.L., 24 de septiembre Square
- Casa de cambio Murano, Libertad 142
- Casa de cambio Sevilla, Shopping Bolívar, local 8.

Emergency Telephone Numbers

In case of emergency, please contact the following and inform the workshop contact points:

Number	Coverage	Description
120	La Paz, Santa Cruz y Cochabamba	Bolivian Police: Citizen Support Police (PAC).
165/160	National	Emergency ambulance.
119	National	Fire Department.
123	National	SAR: Search and Rescue Firefighters.
160	Santa Cruz	<i>Integrated Emergency Medical Services System (SISME)</i>
800-12-5050	Santa Cruz	<i>Municipal Emergency Department</i>
800-12-5700	Santa Cruz	<i>Municipal Emergency Operations Center (COEM)</i>

Electricity Supply

Santa Cruz, Bolivia, operates with a standard voltage of 230 V and a frequency of 50 Hz. Outlets are compatible with Type A plugs (two flat, parallel pins) and Type C plugs (two round pins). They are typically universal hybrid outlets, though they may vary depending on the age of the installation or the location.

Disclaimer

The ISA Secretariat disclaims all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property, and for any other loss incurred during travel or participation. Participants must secure international medical, accident and travel insurance covering the full period of their participation, prior to departure. Participants will be asked to sign a declaration confirming that they hold valid insurance for the duration of the workshop and their travel. This declaration must be returned to the ISA Secretariat before travel arrangements are finalized.