



► 20th American Regional Meeting

1-3 October 2025, Punta Cana

Guide for participants

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1. Essential information about the meeting

1.1 Rules of procedure

The 20th American Regional Meeting will be the first regional meeting to be held during the trial period of the new modalities for ILO regional meetings, approved by the Governing Body at its 350th Session (March 2024).¹ On the basis of the Governing Body's guidance, regional meetings will continue to be governed by the current *Rules for Regional Meetings*, with the exception of one provision to permit a reduced limit for speeches.

1.2 Participation and format of the Meeting

Invited Member States are expected to be represented by **fully tripartite delegations attending the meeting in person**. The Officers of the Meeting, the Credentials Committee and the Drafting Committee on conclusions of the Meeting will work in person only. The meetings of the three constituent groups will be accessible via Zoom, whereas proceedings in plenary will be broadcast live from the Regional Meeting website through ILO Live.

1.3 Venue

Barceló Bávaro Beach Hotel Convention Centre
Playa Bávaro km. 1
Higüey, Punta Cana 23001
República Dominicana

Website: <https://www.barcelo.com/en-es/barcelo-bavaro-beach/>

1.4 Contact information

ILO Regional Office for Latin America and the Caribbean
Av. Las Flores 275
San Isidro, Lima (Perú)
Telephone: +51 1 615 0300
Email: regionalmeeting@ilo.org

► Meeting website: www.ilo.org/amrm2025

1.5 Mobile App

From the week preceding the meeting, the mobile application "ILO Events" for the 20th American Regional Meeting will be available for download (in the App Store for iOS devices or Google Play for Android). Participants who install it on their mobile devices will receive updates on the Meeting programme, social events and high-level visits and will be able to access practical information, documents and links to the [Meeting website](http://www.ilo.org/amrm2025). The App will also enable delegates to receive notifications about any changes to the programme and other important information.

¹ Document GB.350/INS/7 and related decision.

2. Programme

The provisional programme of the Regional Meeting has been established by a preparatory steering committee and will be posted on the [Meeting website](#) as soon as it has been finalized.

2.1 Group meetings

Governments, Workers and Employers will meet on Wednesday, 1 October, between 8.30 a.m. and 11 a.m. (exact time to be published in the meeting programme) to agree on their respective nominations for the election of the Officers by the Meeting and, should they so wish, to discuss topics covered in the Director-General's Report. The groups will continue to meet throughout the Regional Meeting, if they decide to do so (please refer to the programme of the Regional Meeting, soon to be published, for the specific times).

2.2 Plenary sittings

The opening sitting of the Regional Meeting will take place on Wednesday, 1 October, at 11.15 a.m., and include the election of the Officers of the Meeting, the adoption of the provisional Meeting programme, the appointment of a Credentials Committee to deal with any issues arising out of the credentials of tripartite national delegations, as well as a Drafting Committee to draft the conclusions of the Meeting.

Following these procedural formalities, the Chairperson of the Meeting, the Director-General and the Employer and the Worker spokespersons will give their opening remarks.

All other discussions, apart from those held in the three groups, will take place in plenary. These include:

2.2.1 Discussion of the Report of the Director-General

The Report of the Director-General is entitled *Reinforcing the connection between growth, jobs and rights: Social justice as the foundation for lasting peace*. The plenary sittings during which the Report of the Director-General will be discussed will be chaired by one of the Officers of the Meeting, namely the Chairperson of the Meeting or one of the three Vice-Chairpersons.

Any statements delivered during these sittings will follow a list of speakers, for which it is necessary to sign up in advance. It should be noted that technical advisers may not speak during the plenary discussion of the Director-General's report, unless the delegate they are accompanying has authorised them to do so.

According to the special arrangements applicable to Regional Meetings during the trial period, to allow as many speakers as possible to take the floor during the discussion of the Report of the Director-General, **no speech shall exceed four minutes**. Speakers are thus urged to keep their statements brief and to the point, reducing complimentary remarks to a strict minimum.

2.2.2 Thematic sessions

There will be four thematic plenary sessions (please refer to the programme of the Regional Meeting, soon to be published, for the specific topics and times at which they will take place).

2.3 Social events

On **Thursday, 2 October**, the Government of the Dominican Republic will extend an invitation to all Meeting participants to attend a reception starting at 7.00 p.m.

Further details regarding the venue of this event will be provided during the Regional Meeting through the ILO Events App.

3. Accreditation and registration

3.1 Composition of delegations

Full members

In accordance with article 1(2) and (8) of the *Rules for Regional Meetings*, each Member State taking part in the Meeting as a full member is required to send a tripartite delegation composed of two Government delegates, one Employers' delegate and one Workers' delegate, accompanied by such advisers as may be considered necessary.

Article 1(5) of the *Rules* provides that Employers' and Workers' delegates and their respective advisers will be chosen in agreement with the industrial organizations, if such organizations exist, which are most representative of the employers or workers as the case may be in the Member State concerned.

Observers

The Governing Body has invited international organizations and international non-governmental organizations, as well as Member States from another region to attend the Meeting as observers. If a Member State invited as an observer decides to include representatives of employers and workers in its delegation, it should take due account of the provisions of article 1(4) and (5) of the *Rules* applicable to tripartite delegations of full members.

Gender parity

Insofar as **gender parity** is concerned, only 37 per cent of delegates at the [19th American Regional Meeting](#) (Panama City, 2018) were women. Hence, Governments and national organizations of employers and workers are called on to redouble their efforts to improve participation of women in ILO official meetings, as called for in the *Rules for Regional Meetings*. Indeed, under article 1(6) of the *Rules*, Member States taking part in the Meeting "shall make every effort to promote the equal representation of women and men in their delegations".

3.2 Financial arrangements

Each Member State must pay the travel and subsistence expenses of its tripartite delegation (article 1(4) of the *Rules*).

3.3 Online accreditation

The delegations of Member States invited by the Governing Body as full members or as observers must submit their credentials through an online platform which is part of the new ILO Meetings Management System. An email containing a registration link for each delegation will be sent to the contacts registered for ILO official correspondence once the second letter of invitation to the Regional Meeting has been sent. This will enable the focal points for the delegations to complete the online accreditation form for all members of their delegation and to submit it through the online system.

Invited international intergovernmental and non-governmental organizations will follow a similar procedure for the accreditation of their representatives, as they will also be given access to the Meeting Management System (MMS).

Time limit

In accordance with article 1(7) of the *Rules for Regional Meetings*, the credentials of national delegations must be deposited with the International Labour Office at least **21 days before the**

opening of the Regional Meeting (in other words, by Wednesday, 10 September 2025).

Receipt of the credentials within that period facilitates the preparation of the Meeting and is particularly important in cases where obtaining a visa depends on the accreditation of the traveller as a delegate to the Meeting.

The names, titles and official functions at the Meeting of members of national tripartite delegations of Member States of the region, as well as the same information for representatives of any Member States from another region, liberation movements, international organizations and international non-governmental organizations invited to the Meeting by the Governing Body, will be regularly updated on the [Meeting website](#).

Any queries about credentials may be submitted to the Office of the Legal Adviser by email to credentials@ilo.org.

3.4 Registration

Delegates accredited to participate in the Regional Meeting should register upon arrival at the desk provided for this purpose. Registration for the Meeting will be arranged after check-in near the Barceló Bávaro Beach Hotel reception area, close to the conference centre.

Regional Meeting identification badge

To enter the Meeting venue, participants at the 20th American Regional Meeting will be required to be in possession of an official Meeting identification badge with a photo. Delegates will be able to upload their photo when confirming their email address. Delegates who are unable to submit a photo prior to their arrival will be able to have a photo taken at the registration desk at the time that they collect their badges.

Badges must be collected in person at the registration desk on presentation of a valid identity document containing a photograph. Badges will only be issued to participants who have been duly accredited by States or organizations invited to the Regional Meeting by the Governing Body of the ILO.

For badge collection options, please consult part 4.4 of the user manual entitled [How to prepare to register for ILO Regional Meetings](#).

Requests for disability-related reasonable accommodation or adjustment need

Pursuant to the [ILO Disability Inclusion Policy and Strategy](#), the ILO is committed to ensuring the accessibility of all its meetings. Any requests for disability-related reasonable accommodation or adjustment need at the Meeting for a participant may be submitted directly by the participant themselves at the time they confirm their email address or during registration.

4. Services available

4.1 Interpretation

Simultaneous interpretation will be provided in English and Spanish. Participants may also take the floor in French and Portuguese although interpretation will not be provided into those languages.

In the interests of ensuring accurate interpretation, participants are strongly encouraged to send by email any prepared texts that they may wish to deliver during the Meeting to interpreterspeeches@ilo.org **prior to taking the floor**. Texts should include the name, title, country or organization of the speaker and the sitting during which the speaker intends to deliver

the statement. The interpreters will, of course, check the statement against delivery and render what is actually said, should the speaker depart from the written text.

4.2 Media Engagement Zone

The Office will establish a Regional Meeting media engagement zone nearby the conference venue which will enable meeting participants to interact, including on social media and with the press. In addition, a press room equipped with working stations will be made available for accredited journalists.

4.3 Documents

All documents will be produced in English and Spanish and posted on the [Meeting website](#). In line with the ILO's paper-smart policy, distribution of paper documents will be restricted.

4.3.1 Before the meeting

- The Report of the Director-General, which will serve as a basis for the discussion, was published on 4 August in accordance with Article 4(2) of the *Rules*.
- Background notes for the thematic sessions will be web posted as they become available, at the latest one week before the meeting.

4.3.2 During and after the meeting

- The draft conclusions that the meeting will consider for adoption on Friday, 3 October, will be made available to participants in their group meetings on the morning of that day.
- The report of the Credentials Committee will also be presented to the Meeting on Friday, 3 October.
- The draft report of the meeting will be published 20 working days after the Meeting closes. There will then be a period of two weeks during which participants may submit amendments to the summary of their own interventions. The final version of the report, which will incorporate any amendments received, will then be web posted.

5. Arrival, accommodation and other practical information about the Dominican Republic

5.1 Requirements to enter the country

► Passports and visas

All foreign visitors entering the Dominican Republic to participate in the 20th American Regional Meeting must be in possession of a passport, whether diplomatic, special, or regular, valid for at least six months from the date of arrival in the country.

Law No. 875, dated July 31, 1978, on visas, stipulates that foreigners wishing to enter Dominican territory must have visas in their travel documents, with the exception of nationals of countries with which the Dominican Republic has signed agreements on visa exemptions for tourism purposes. More information on the conditions for foreigners to enter the country can be found on the [website of the Ministry of Foreign Affairs of the Dominican Republic](#).

For detailed information on the requirements for obtaining a visa to enter the Dominican Republic, please visit the following website: <https://mirex.gob.do/en/>

To apply for a visa, kindly contact the Dominican Embassy or Consulate closest to your place of residence or designated jurisdiction.

► Digital access form (E-Ticket)

As of 1 April 2021, a new digital entry and exit form came into effect in the Dominican Republic, with a view to streamlining the clearance process at airports. All passengers entering or leaving the country must fill out the E-Ticket form via [the online platform](#) and present it upon arrival and departure.

All travellers to the Dominican Republic must complete an arrival form and a departure form, upon which the system will generate two QR codes. Dominican airports have free internet access so that passengers who did not complete the form before flying can do so when they arrive in the country.

► Insurance

Participants are advised to purchase travel insurance, either at their own expense, through their government, or through their organization. This insurance should cover all expenses that may be incurred due to illness, accident (including the cost of medical care), temporary or permanent disability, death, and civil liability. Furthermore, it should be valid for the entire duration of the 20th American Regional Meeting and the time travelling to and from the meeting.

Neither the Dominican Ministry of Labor nor the ILO provide insurance coverage or assume any responsibility for the reimbursement of expenses arising from illness, accident, or any health disorder that may arise during, before, or after the Meeting. Participants are also advised to travel only if they are in good health and are recommended to comply with all medical requirements that may be imposed at the points of departure and arrival.

5.2 Arrival in Punta Cana and transportation from the airport to the venue

► Punta Cana's international airport

Starting on Sunday, 28 September 2025, the Dominican Republic's Ministry of Labour will set up welcome and information desks at the airport, just after passport control, clearly referring to the 20th American Regional Meeting of the ILO.

The Ministry of Labour will also provide a shuttle service between Punta Cana International Airport and the Barceló Hotel Complex, available to all delegates registered to the Regional Meeting. The Ministry of Labour's protocol team will receive the delegates at Punta Cana International Airport and escort them to the appropriate minibuses. The trip from Punta Cana International Airport to the Barceló Bávaro Hotel Complex takes approximately 20 minutes by car (depending on traffic).

The shuttle service schedule will be adapted to the latest transport information available.

Delegates arriving at or departing from Las Américas International Airport in Santo Domingo will need to make their own travel arrangements from the airport to the hotel complex. The trip from Santo Domingo to Punta Cana takes approximately 2.5 hours by car (depending on traffic).

► Labour Ministers, high-level participants and special guests

Labour Ministers and special guests attending the Regional Meeting will be welcomed and seen off at Punta Cana International Airport by a protocol officer. The protocol officer, together with the liaison officer designated by the corresponding embassy and an airport official will handle the immigration and customs formalities. Special vehicles will also be available for them.

► **VIP Area**

Punta Cana International Airport offers VIP services to ensure a pleasant wait at the airport. VIP lounge services for arrivals and departures must be requested in advance directly from the airport and will be provided subject to availability. For more information, please visit the following website: <https://www.puntacanainternationalairport.com/es/vip-services>

5.3 Accommodation: Booking rooms at designated hotels

The Dominican Republic Ministry of Labour has negotiated preferential rates at the **Barceló Bávaro Hotel** and **Barceló Bávaro Beach**, which includes the Convention Centre where the Regional Meeting will be held. The Barceló Bávaro hotel complex includes two facilities, which details are shown in the tables below. An “all-inclusive” package will be offered to Regional Meeting participants at both hotels, covering accommodation and meals.

► **1. Barceló Bávaro Palace (prices in US dollars)**

Category	Superior	Junior Suite	Family Duplex	Family Room	Junior Suite Ocean Front Premium Level	Family Junior suite Premium Level	Suite Vista Mar Premium Level	Suite Panoramic Premium Level
Capacity	Min. 1 person	Min. 1 person	Min. 3 people	Min. 3 people	Min. 1 person	Min. 4 people	Min. 1 person	Min. 1 person
Double	120.00	130.00	143.00	143.00	188.50	188.50	214.50	227.50
Single	180.00	195.00	*	*	282.75	*	321.75	341.25
3rd & 4th person	84.00	91.00	100.10	100.10	131.95	131.95	150.15	159.25
Children aged 2 to 11	60.00	65.00	71.50	71.50	94.25	94.25	107.25	113.75
• Rates per person per night on an all-inclusive basis. • Taxes and gratuities included. • Third and fourth person sharing a room with two adults • Children are considered to be between 2 and 11 years old. • Availability in a higher category at the Barceló Bávaro Palace for the dates of the event: 50 rooms.								

► **2. Barceló Bávaro Beach (prices in US dollars)**

Category	Superior	Superior Sea view Premium Level	Superior Ocean Front Premium Level	Superior Swim Up Premium Level	Suite Premium Level
Capacity	Min. 1 person	Min. 1 person	Min. 1 person	Min. 1 person	Min. 1 person
Double	120.00	144.00	156.00	156.00	240.00
Single	180.00	216.00	234.00	234.00	360.00
3rd & 4th person	84.00	100.80	109.20	109.20	168.00
• Rates per person per night on an all-inclusive basis • Taxes and gratuities included • Third and fourth person sharing a room with two adults.					

Please refer to the [step-by-step guide](#) available on the meeting website to book your accommodation using the following preferential rate code: **RRAOIT2025. Although there is no deadline for booking, the negotiated rate is subject to room availability.**

If you require assistance from the Barceló Bávaro Hotel, please contact Ms Cecilia Cecilia Tejada Rotalde, Promotion and Sales Manager, Barceló Hotel Group, who is in charge of reservations for the 20th American Regional Meeting.

► Important

Alternative accommodation options in the vicinity of the Conference Centre are limited, so meeting participants are strongly encouraged to stay in one of the two hotel facilities located at the Barceló Bávaro Hotel complex. Delegates are responsible for arranging their own travel and booking hotel rooms as soon as possible in order to benefit from the preferential rates negotiated with the Barceló Bávaro Hotel.

Participants who wish to find other accommodation should take into account the distances between hotels, that they will have to pay a daily day pass (USD 60) to enter the hotel grounds, and that no transportation will be provided from these alternative hotels to the Convention Centre or the airport.

5.4 Safety

Inside the Meeting venue

Below are the name and contact details for the person responsible for security during the Regional Meeting:

Mr Jean-Louis Dominguez
ILO Field Safety & Security Coordinator
Email: dominguezj@ilo.org.
Telephone: +41795931415

5.5 Currency

The local currency is the Dominican Peso (RD\$). The exchange rate fluctuates depending on the day and the location of the exchange point.

US dollars and euros can be easily exchanged at banks or authorized exchange offices throughout the country. Some exchange offices in the country also accept Canadian dollars and Swiss francs, among other currencies.

ATMs are available at a variety of local banks, which are generally located at airports, supermarkets, large tourist centres, and shopping malls. These are safe to use and allow you to withdraw local currency. They also offer the best exchange rates. If you need help determining the amount you want to withdraw, download and use a free currency conversion app such as [XE](#).

The ATMs from Banco Popular, Banco BHD León, Banco Progreso y Scotiabank accept US bank cards and can display the menu options in either English or Spanish.

5.6 Communications

As with its infrastructure, the Dominican Republic's telecommunications services are among the most comprehensive and advanced in the Caribbean, ranging from local mobile phone service to Internet access options. The two largest and best-known communications providers in the country are Claro and Altice.

Smartphones and SIM cards

The most economical way to stay in touch and make calls while in the Dominican Republic, especially on a long trip, is to have your own phone number. You can go to a **Claro** or **Altice** branch, sometimes located inside a shopping mall or supermarket, and purchase a new SIM card for around US\$5. This usually includes ten minutes of free local calls. You will need an unlocked cell phone or smartphone; and a valid passport (legally required to obtain a SIM card).

Once you have a phone and a working phone number, you can top up your credit in any amount you choose throughout the country.

Wi-Fi

Wi-Fi access is very common in the Dominican Republic. You will find it in hotels, cafes, restaurants, large bus stations, and other places. Public internet is generally sufficient for checking email and performing basic tasks. Wi-Fi will be available to those participants who will be staying at the Barceló Bávaro Hotel complex within the applicable all-inclusive package.

Wi-Fi will be available throughout the Meeting venue, including in all meeting rooms. A limited number of computers with Internet access will be made available to delegates in the Convention Centre. Members of delegations are therefore advised to bring laptops or tablets with them.

If you need faster service and access anywhere in the country, even in rural areas, consider purchasing a mobile internet device for approximately US\$55-60 from a phone company. You will need your passport to make the purchase. You can then top up the device as needed by purchasing weekly packages or gigabytes.

5.7 Time zone and climate

The time zone in the Dominican Republic is GMT -4.

Thanks to its location in the Caribbean, the Dominican Republic is a year-round sunny destination.

Summer is the hottest and rainiest season in the country, while humidity is most intense from April to October. Temperatures hover around 32°C at the peak of the day, and storms are more frequent but short-lived.

Although most meeting rooms have air conditioning, meeting participants are advised to wear lighter clothing to ensure they keep cool throughout the event and while walking around meeting facilities.

5.8 Electricity

Electricity in the Dominican Republic operates on 110 volts. Travelers coming from regions that operate on 220 volts will need to bring adapters and converters. Although larger resorts have some available at the front desk, it is best to bring your own to avoid any issues.

5.9 Medical services

Medical facilities (first aid and emergencies) will be available in the hotel complex during the Meeting. Likewise, a pharmacy is available at the shopping centre at the Bávaro Palace Hotel.