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Some 1400 delegates, observers and guests from more than 150 countries and territories will take part in Education International’s 4th World Congress in Porto Alegre. Porto Alegre, the capital of the Rio Grande do Súl state in Brazil, is not unfamiliar with hosting global events, such as the World Social Forum and the World Education Forum.

“Boa vinda!” means “welcome” in Portuguese. The hosts of the 4th World Congress, Education International and its Brazilian affiliate, the Confederação Nacional dos Trabalhadores em Educação (CNTE) are pleased to welcome you to this global event.

Held every three years, the EI World Congress is the supreme governing authority of Education International. The World Congress determines the policies, principles of action and programmes of the organisation. It elects the Officers (President, Vice Presidents and General Secretary) and other members of EI’s Executive Board. The World Congress also adopts the general budget and determines the
Welcome to the 4th World Congress of Education International. This booklet will provide you with practical information about the events related to the EI World Congress as well as facilities in Porto Alegre.

Membership fees. Each EI member organisation is entitled to be represented by at least one delegate.

Other than being the democratic governance body of EI, the World Congress also provides a rare opportunity for teachers and their representatives from all over the world to meet and exchange views and experiences. It is, indeed, a golden opportunity for teachers to come together and determine the strategies to deal with developments in the education sector worldwide.
There will be an "EI’s World Congress desk" at the airport to assist incoming delegates with any problems. In addition, EI’s affiliate in Brazil, CNTE, will provide assistance at the airports of Rio and Sao Paulo. In Brazil, the airport signs are in both English and Portuguese. Be prepared for long queues and waiting time in the passport control area.

Transportation to and from the airport will be provided. However, if need be, be informed that taxi transportation between the airport and downtown Porto Alegre costs about US$7.

Consular fees for tourist visas amount to approximately US$30, but may vary. Nationals from certain countries require consultation with the Brazilian Ministry of External Relations (to be facilitated by EI and CNTE). Passports must be valid for at least six months from date of entry. Visas are required for tourists of many nationalities, including Australia, Canada and the USA. Visas are generally for 90 days, with the possibility of extending up to 90 days.
Health requirements

An international certificate of vaccination against yellow fever is recommended for all travellers. Yellow fever vaccinations take approximately 10 days to become effective. The vaccination is compulsory for travellers who, within three months prior to their arrival in Brazil, have visited or been in transit through the following countries: Angola, Benin, Bolivia, Burkina Faso, Cameroon, Colombia, the Democratic Republic of Congo, Ecuador, French Guyana, Gabon, Gambia, Ghana, Guinea Bissau, Liberia, Nigeria, Peru, Sierra Leone, Sudan and Venezuela.
This July, the members of Education International, the largest federation of education unions in the world, will challenge the forces that threaten the expansion of human knowledge through education, to benefit the lives and well-being of millions around the world. This is why the theme of the fourth EI World Congress highlights the crucial role of education in advancing global progress. The discussions in the coming debate will approach the problem through three sub-themes, namely **Right to Teach: Right to Learn**; **Education: Public Service or Commodity**; and **Recruitment and Retention of Qualified Teachers.**
This section is to help you become familiar with the World Congress agenda and procedures.

The Congress has 4 1/2 working days to complete its work. A tremendous amount of pressure on time can be anticipated, considering the number of agenda items and the complexity of some of the issues to be discussed.

The plenary sessions of the Congress will start each day at 9:00 and participants are requested to be seated in the Congress room of the FIERGS Exhibition Centre 5 minutes early. The lunch break is scheduled from 12:30 till 14:00. In an innovation for this Congress, three Campaign Lunch Meetings will take place on successive days during the lunch break for those delegates and observers who wish to attend them (see p. 24). The plenary session will adjourn between 17:30 and 18:00.

Congress participants are required to wear their badge at all time both to gain access into the Congress Centre and while in the Congress Centre.
Schedule
[Day 1] 22-07-2004

Plenary Session I Opening Ceremony

9:00 Deadline for receipt of amendments to resolutions, proposals etc.

9:00 Opening

9:00 Performance Schoolchildren

Welcome by the Head of State of Brazil or his representative

Welcome by the Provincial and Local Authorities

Welcome by the host organisation CNTE

Greetings by the General Secretary of the ICFTU, Mr. Guy Ryder

Opening Address by President of EI, Dr. Mary Hatwood Futrell [1]

12:15 Deadline for receipt of urgent resolutions

LUNCH BREAK 12:30 - 14:00

Plenary Session II

14:00 Report Credentials Committee [2]

14:10 Adoption of the Agenda [3]

14:20 Election of Congress Committees and procedural matters [4]

14:30 Ratification of EI-WCT Agreement [5]

15:30 Greetings by representative of WCT

15:45 Amendments to the Constitution and By-laws [6]

16:30 Address by World Bank representative

16:45 Welcome to new member organisations

19:30 BRAZILIAN NIGHT
Plenary Session III

9:00  Progress Report [7] (Introduction and debate)

11:30  Greetings by PSI General Secretary Mr. Hans Engelberts

12:00  Election of EI Officers [8.1]

12:20  Address Representative Oxfam International, Ms. Sylvia Borren

12:30  Deadline for submission of nominations for regional seats on to Executive Board

Plenary Session IV and Breakout/Round Table Sessions

14:00  Education for Global Progress - Introduction of debate [9]

14:15  THEME I:
Education, Public Service or Commodity

14:30  THEME II:
The right to teach, the right to learn

14:45  THEME III:
Recruitment and retention of qualified teachers

CAMPAIGN LUNCH MEETING 12:45 - 14:00

Global Campaign for Education

LUNCH BREAK 12:30 - 14:00

EUROPEAN NIGHT 19:30
Plenary Session V
9:00  Progress Report [7] (continued - Debate and response)
9:00  Elections of Executive Board (10 Regional seats) [8.2]
9:00  Reports from Round Tables [9]
9:00  Resolutions [11]
12:15  Address by WHO/CDC Representative Ms. Laura Kann
14:00  Deadline for submission of nominations for open seats on to Executive Board

Plenary Session VI
14:00  Resolutions (continued) [11]
15:00  Greetings by UNESCO Representative, Mr. Georges Haddad
17:00  Election of the Executive Board

CAMPAIGN LUNCH MEETING 12:45 - 14:00
HIV/AIDS Prevention
LUNCH BREAK 12:30 - 14:00
19:30  NORTH AMERICAN / CARIBBEAN NIGHT
**Plenary Session VII**

9:00  Financial Reports [10]

10:10  Resolutions (continued) [11]

10:30  Amendments to the Declaration on Professional Ethics [12]

12:20  Address by WTO Representative

**CAMPAIGN LUNCH MEETING**

12:45 - 14:00  - GATS

**LUNCH BREAK 12:30 - 14:00**

**Plenary Session VIII**

14:00  Program and Budget [13]

16:00  Greetings by ILO/ACTRAV

16:20  Resolutions (continued) [11]

19:30  EI AWARDS DINNER

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**Plenary Session IX**

9:00  Resolutions (continued) [11]

11:00  Unfinished Business [14]

11:30  Tribute to outgoing Executive Board Members

11:45  Tribute to retiring Management Staff

12:00  Welcome to newly elected Executive Board

12:30  Closing Ceremony [15]
Opening Ceremony

The Congress' Opening Ceremony will start at 9:00 on Thursday 22 July. Please be seated in the Congress room of the FIERGS Exhibition Centre 10 minutes earlier.

The Congress is expected to be officially opened by the President of Brazil, Luiz Inacio Lula da Silva. The Ceremony will include addresses by the host organisation CNTE, greetings on behalf of the Brazilian and Porto Alegre authorities and international representatives. A cultural performance will be staged by Brazilian schoolchildren. The opening ceremony will be concluded by the addresses of International Confederation of Free Trade Unions General Secretary, Guy Ryder, and by Dr. Mary Hatwood Futrell, EI President.

National dress is welcome.
Most of the agenda items of the EI World Congress are prescribed by the EI Constitution: Progress Report, Financial Reports, Programme and Budget, and Elections. Other items on the agenda, such as policy resolutions, theme discussions, amendments to the Constitution and By-laws, have been proposed by the Executive Board or by member organisations.

In the Presidential Address (1), a perspective will be presented on the future role of EI. EI President Mary Hatwood Futrell will speak of the challenges EI expects to meet, highlight the general objectives of the Congress and set the tone for debate.

After the adoption of the agenda (2), the Congress will receive the Report of the Credentials Committee (3). This Committee, which is appointed by the Executive Board, has the task of verifying delegates' credentials.

The Congress will then be invited to ratify the Agreement reached between the Executive Board of Education International and the World Board of the World Confederation of Teachers (WCT) (4) This agreement entails the
establishment of an integrated structure, bringing all WCT member organisations into EI. A first group, namely the WCT member organisations in 12 European countries, will join EI on 21 July.

As most of the amendments to the Constitution and By-laws (5) proposed by the Executive Board concern the enlargement of the Executive Board, the item is to be addressed at the beginning of the Congress. When the proposed changes are adopted, they will come into effect immediately.

The Congress will compose two Committees: the Elections Committee, consisting of at least 5 members from all regions, which must ensure that elections are conducted fairly and in accordance with the Constitution and By-laws (6.1); and the Resolutions Committee consisting of at least 15 members from all regions (6.2). The Resolutions Committee prepares and presents recommendations regarding all resolutions and amendments to resolutions. If necessary, it prepares composite texts.
The Progress Report (7) gives an account of EI policies and activities since the previous Congress in 2001. The Report will also provide a basis for future work. Therefore, the introduction of the Report by the General Secretary will not only be an evaluation of the past, but also a look into the future. Delegates are invited to present their views, raise questions, and make suggestions to which the General Secretary will respond. The Congress is then invited to adopt the Report which comprises three annual reports (2001, 2002 and 2003).

The election of the Executive Board (8) will be carried out in three stages: the first stage concerns the election of EI Officers (President, Vice Presidents and General Secretary); the second stage the election of members holding regional seats and the third stage the election of members for the open seats (See Elections p. 19).

For the discussion on the Congress themes (9) the participants will be divided into three “Round Tables” (See Round Tables, p. 23). The round table discussion will be introduced in the plenary session.
The Financial Report (10) includes the income and expenditure accounts for 2001, 2002 and 2003 and the balance sheets on 31 December 2001, 2002 and 2003. The documents presented to the Congress are a summary of the financial statements that have been professionally audited. The full statement is available upon request. After discussion, the Congress will be invited to adopt the Report and to designate auditors for the coming three years.

The Congress will debate a number of resolutions (11) proposed by the Executive Board and member organisations, as well as amendments to the Declaration on Professional Ethics (12).

The Programme and Budget (13), introduced by the General Secretary, contains proposals for activities until the next World Congress, as well as the financial allocations for those activities.
The Executive Board shall be composed of the Officers—including the President, the Vice Presidents, and the General Secretary—; ten members for the regional seats—two members from each region—; and the members for the open seats. At least three of the group comprising the President and Vice Presidents and at least one member from each region shall be women.

The composition of the Executive Board may require four elections. When there are more candidates than vacancies, a secret ballot must be held.
Each member organisation is required to designate a principal representative who will be required to collect and return voting and ballot papers. The name and status/title of the principal representative must be advised in writing to the secretary of the Elections Committee at the Congress Information Desk, or to the Greffier (see p. 30) at the beginning of Congress, prior to the distribution of voting or ballot papers.

**Standard voting**

Voting on resolutions or other propositions put for decision to the Congress by the President is normally by show of voting cards for delegates. Voting cards are included in the Congress bags. The President determines the outcome of the vote. Six tellers are appointed by the President prior to the Congress. In the event of a close vote the President may call on the tellers to count the votes.
Roll Call Vote
It is provided under the EI Constitution and By-laws that five organisations, holding not less than 20% of the total voting rights, may demand a vote by full delegation voting strength on an issue.
To facilitate such a vote at the Congress, the principal representative of each organisation will be supplied with voting cards and a card identifying in a barcode the organisation and its voting strength. The three voting cards will provide the voting options “For”, “Against”, and “Abstain” also barcoded. The result is available immediately through the electronic mechanism.

Secret Ballots
The Principal Representative of each organisation will receive a ballot paper containing a list of the candidates, to which the scrutineer will affix a label containing a barcode identifying the organisation. The Principal Representative will return the completed ballot paper to a scrutineer or place it in a ballot box. The ballot paper should not be folded more than once.
When all of the organisations have voted or the time set aside for voting is exhausted, the votes will be counted electronically.
The Elections Committee will announce the names of the candidates elected and not elected, and the number of votes which each received, in the sequence provided electronically, except where the EI Constitution and By-laws provide otherwise.

In the event of a substantive challenge to the declared results the ballot papers and the data entered will be verified.
Breakout/Round Tables

On Friday 23 July, three breakout sessions/Round Tables will be organised from 14:15-17:30 in the areas A, B and C of the FIERGS Exhibition Centre, on the sub-themes of the Congress:

- Education: Public Service or Commodity?
- The Right to Teach: The Right to Learn
- Recruitment and Retention of Qualified Teachers

These round tables will enable delegates to improve their knowledge and understanding of important education issues. The discussions, where participants will share relevant experiences with colleagues from around the world, will contribute to the development of EI policy positions. The Chairperson and Rapporteur of the Round Tables will be responsible for preparing a report on the session for presentation to the plenary session of the Congress.

All Congress participants have been assigned to a particular session based on the preferences indicated on the form which was returned by member organisations to EI. For logistical reasons, participants should attend the session to which they have been assigned.
Three campaign lunch meetings will be organised to familiarize Congress participants with three of EI’s major international campaigns: Education For All, HIV/AIDS and General Agreement on Trade in Services (GATS). The aim of those meetings is to deepen the knowledge of participants about EI policies in those key areas and help them identify local and national initiatives to enhance the international advocacy work of EI.

The campaign lunch meetings will be organised in the FIERGS Exhibition Center, Area B/Black from Friday 23 to Sunday 25 July, from 12:45 to 14:00. Participants are invited to take their lunch bags to the meeting room.

- **Global Campaign for Education (GCE) / Global Action Week and Trade Union Mobilisation** on Friday 23 July, with:
  - Sylvia BORREN, General Director Novib/Oxfam Netherlands
  - Emanuel FATOMA, GCE Coordinator
  - Frederique BONI, EI Advocacy Coordinator
The impact of HIV/AIDS on the education sector, on Saturday 24 July

- Laura KANN, Centers for Disease Control and Prevention (CDC)
- Chuck GOLLMAR, World Health Organization (WHO)
- Wouter VAN DER SCHAAF/Delphine SANGLAN, EI
- Faustin KANAMUGIRE, EER Rwanda
- Dennis SINYOLO, ZIMTA Zimbabwe

Impact of General Agreement on Trade in Services and other trade agreements on education, on Sunday 25 July, with:

- Richard LANGLOIS, CSQ Québec/Canada
- Mike WAGHORNE, Public Services International (PSI)
- David ROBINSON, CAUT Canada

Participants are invited to register for these events at the EI Congress Registration desk.
Launching of the 2004 EI Barometer


The aim of the Barometer is to measure the extent to which these rights are respected, in each country where EI has members. This is the third edition of the EI Barometer.

EI hopes that member organisations will be able to use the information in their own work and publications and that it will assist in the development of national and regional campaigns to achieve the Education For All initiative.

Member organisations are invited to organise national launchings of the EI Barometer. Press conferences can for example be organised on September 8 to mark Literacy Day or on October 5, on World Teachers' Day. We also suggest that you provide at least your main news agency and your main library with a copy of the 2004 EI Barometer.

The EI Barometer will be presented to Congress participants on Saturday 24 July after the lunch break.
The campaign for World Teachers' Day (WTD) will be presented to Congress participants on Sunday 25 July after the lunch break.

Today, over 100 countries observe World Teachers' Day on October 5.

World Teachers' Day provides the opportunity to draw public attention to the role of teachers worldwide as well as to the crucial importance of the role they play in society.

The theme chosen for 2004 and the following years is **Quality Teachers for Quality Education**. In connection with one of the sub-themes of the World Congress, the specific topic for this year's WTD will focus on the recruitment and retention of qualified teachers. To attain the objective of Education For All in 2015, millions of teachers need to be recruited and retained in the profession. Teaching has to become "a profession of the future" made appealing intellectually, socially and financially.
Registration will start on Monday 19 July at the hotel Plaza Sao Rafael and will remain there until 21st July.

The schedule for registration is from 8:00 to 10:30 and from 15:00 till 19:00.

Registration will move to the FIERGS Exhibition Centrer on the first day of the World Congress on Thursday 22 July (from 8:00 to 13:30 and from 15:00 to 18:00).

Badges

Upon registration, all Congress participants will receive a Congress bag containing all Congress documents and other materials, including a name badge. Please wear your badge at all times while in the Congress Centre.
Delegations are arranged in descending alphabetical order by country name. To ensure fairness, the letter L was randomly drawn by the President to decide at which point of the alphabet the seating order would begin. The delegation from Latvia will thus be in the front row.

1. Congress Centre
2. Breakout Area
3. Catering Area
The Congress' Greffier assists the President in chairing the meeting. The Greffier processes the requests to speak, and any official congress document (nomination forms, amendments to resolutions, etc.). The Greffier also provides the minutes and proceedings of the Congress.

The Congress Greffier's Desk will be located in the plenary room near the podium. During the plenary sessions of the Congress, the Request to Speak Form and Nomination Form can be obtained from the Greffier's Desk. During registration, amendments to resolutions and urgent resolutions can be submitted at the Information Desk. In accordance with EI's Constitution, amendments to resolutions can be submitted in writing until the first day of the Congress at 9:00, and urgent resolutions until 12:15 at the end of the Opening Ceremony.
The rules of debate are clear and simple: a delegate or member of the Board shall speak only once in a debate. The presenter of a report or mover of a motion, however, shall have the right of reply. The time limit applicable to all speakers is five minutes.

Debates may be interrupted at any time by a point of order or a motion of procedure, in which case the time limit for each speaker is three minutes. When under time pressure, the Congress may, however, wish to reduce these limits.

When given the floor, Congress delegates should always first state their **name**, **organisation** and **country**. Remember that your words are translated simultaneously into several languages. Please, speak clearly and not too quickly.

Requests to speak must be made in writing to the Chair. During the plenary sessions of the Congress, 'Request to Speak Forms' can be obtained from the Greffier's Desk. Forms must be returned to the Greffier.
The official languages of the EI World Congress are Spanish, French and English. Interpretation will also be available for other language groups such as Japanese and German. Since a large group of local Brazilian teachers is expected, Portuguese interpretation will also be provided this year.

Remember that your words are translated simultaneously into several languages. Please, speak clearly and not too quickly. It would be appreciated if official speeches could be made available in advance. Copies can be left at the Congress Information Desk.

Headsets will be available at the entrance of meeting rooms. Congress participants must hand back their headsets at the end of each session.
**Congress Information Desk**

The Congress Information Desk will provide information on all Congress matters. It will be located in the Exhibition Area, outside the Congress room. The desk will be attended by EI and/or CNTE staff. The EI Information Desk will be **open daily from 8:30 to 18:00**. It will be possible to register at the Information Desk after the first day of the Congress.

Tickets for lunches and/or Awards Dinner can be purchased from this desk.

**Financial Services**

The Financial Services Desk, located in the Exhibition area, can be contacted for financial matters, including travel grants, per diems etc. The desk will be **open daily during the Congress from 9:00-17:00**.
Education International will provide free Internet access to Congress participants. The cybercafe will be located in the Exhibition space and will be equipped with a dozen computers with ADSL connections. The cybercafe will be attended by EI and/or Brazilian staff from CNTE. EI webdesigner Frederik Destree will also provide demonstrations of the Iris document sharing software used by EI to share documents with EI member organisations.

The cybercafe will be open daily from 8:30 to 17:30.

The exhibition will be located in front of the Congress hall. All EI member organisations and EI partners (UNESCO, ILO, WHO, etc.) have been invited to display their publications. An EI stand will display EI’s publications since the last congress.

The exhibition will be accessible from 8:30 to 17:30.
Business Centre

EI professional staff will be fully occupied with translating, word processing and copying Congress documents. It will therefore not be possible to meet requests by individual delegates to type or translate speeches, or other material. Congress participants are invited to use the services provided by the FIERGS business centre.

First Aid

A doctor and a nurse will always be available at the FIERGS Congress Centre.
**Flight confirmation**

Congress participants need to confirm their return flight themselves 72 hours before departure at the local office of their airline company.

**Phone**

GMT/UTC -3  
Dialling Code: 55 51  
Please be aware that European and US cell phones may not function in Brazil.

**Press Room**

The press room is only accessible to journalists and communication officers from member organisations. Copies of speeches and press releases will be displayed at the EI Exhibition stand.
Because the Congress Centre is located far from Porto Alegre downtown, lunches will be catered for Congress participants. Lunch will be served in an area adjacent to the Congress hall.

Lunch tickets for the duration of the congress and Awards Dinner Tickets can be purchased upon registration.

Three packages are offered:

- **Lunches** Euros 35 or US$ 40
- **Lunch/Awards Dinner** Euros 65 or US$ 75
- **Awards Dinner only** Euros 30 or US$ 35

There are two restaurants and several coffee bars in FIERGS which will be open during the Congress. It is hard to predict how crowded these may be during lunch breaks.
The host organisation in Brasil and member organisations in Europe and North America have undertaken to organise functions to entertain the congress participants.

**Thursday 22 July:**
A Brazilian Night welcomed by our host organisation CNTE, will be held in Porto Alegre.

**Friday 23 July:**
A European Night, hosted by the European affiliates, will be held in the Churrascaria Galpao Crioulo, Parque Estancia de Armonía in Porto Alegre.

**Saturday 24 July:**
A North American/Caribbean Night, hosted by the EI member organisations in North America and the Caribbean, will be organised in the Gremio Nautico Unaio (GNU).

**Sunday 25 July:**
EI Awards Dinner to be held in the Associacao Leopoldina Juvenil, Salao Leopoldina et Imperatriz. National dress is welcome.
Awards Night

The EI Education and Human and Trade Union Rights Awards will be presented at the EI Awards Dinner on Sunday 25 July at 19:30. The event will be held in the Associaçao Leopoldina Juvenil, Salao Leopoldina et Imperatriz.

The awards recipients are Errol L. Miller, aged 63 from Jamaica, for the EI Albert Shanker Education Award and Estella Barnes de Carlotto, aged 73 from Argentina for the EI Mary Hatwood Futrell Human and Trade Union Rights Award.

A special tribute will be paid to outgoing EI President Mary Hatwood Futrell who has been President of EI since its foundation in 1993.

In order to attend the dinner, participants have to purchase tickets (Euros 30 or US$ 35) at registration, or later at the Congress Information Desk. Only 800 people will be able to participate in the Awards Dinner.

National dress is welcome.
Congress participants are invited to attend a series of pre-congress events to get a better understanding of decisive issues confronting teachers and education personnel worldwide.

The **GLBT Forum** will be held from Monday 19 July till Wednesday 21 July in the Hotel Plaza Sao Rafael Convention Centre (Salao de Eventos), downtown Porto Alegre.

Education International and Public Services International (PSI) are organising this first **International Gay, Lesbian, Bisexual and Transgender Forum**.

Bob Chase, EI Executive Board member, and Juneia Batista, PSI Women's Committee Vice-President, will co-chair the Forum. More than a hundred key players, participants and observers from all over the world have confirmed their presence.

The objective of the **EI/PSI International GLBT Forum** is to promote collaboration in tackling discrimination on sexual orientation at the workplace. The sessions aim to increase the knowledge of participants who will develop policies, tools and training modules.

Observers and guests are welcome.

Interpretation will be provided in English, French, Portuguese and Spanish.

Registration and forum documents will be available from Sunday July 18, 14:00-17:00 at the Plaza Sao Rafael Hotel, Secretariat T level.
The Higher Education Caucus will be held on Tuesday 20 July from 9:00-17:00 in the Hotel Plaza Sao Rafael Convention Centre (Salao de Eventos), downtown Porto Alegre.

The Caucus will provide the opportunity for representatives of higher education and research sector to:

- Review the developments in this sector since the 2001 Jomtien Congress
- Prepare their involvement in the Congress
- Prepare the next 2005 EI International Conference on higher education and research
- Exchange views with Georges Haddad, Director, Division of higher education, UNESCO

Observers and guests are welcome.

Interpretation will be provided in English, French, Portuguese and Spanish.

Registration and Caucus documents will be available from Sunday July 18, 14:00-17:00 at the Plaza Sao Rafael Hotel, Secretariat T level.
The Women’s Caucus will be held on Wednesday 21 July from 9:00-17:30 in the Hotel Plaza Sao Rafael Convention Centre (Salao de Eventos), downtown Porto Alegre.

The fourth EI Women’s Caucus will welcome more than 400 women delegates to the EI Congress. Participants to the Caucus are expected to provide a gender analysis of the themes, programme, budget and resolutions of the third EI World Congress. Together they will discuss the Report of the EI Committee on the status of women and the Triennial Report on the situation of women in education, in society and in trade unions.

Participants will also have the opportunity to meet the female candidates for election to the Executive Board.

The Caucus will be chaired by EI President Mary Hatwood Futrell.

Observers and guests are welcome.

Registration and Caucus documents will be available from Sunday July 18, 14:00-17:00 at the Plaza Sao Rafael Hotel, Secretariat T level.

Interpretation will be provided in English, French, Portuguese and Spanish.
The **Indigenous Peoples Forum** will be held on Wednesday 21 July from 14:00-18:00 in the Hotel Plaza Sao Rafael Convention Centre (Salao de Eventos), downtown Porto Alegre.

This third **EI Indigenous Peoples Forum** will highlight the key common issues regarding indigenous education at the end of the United Nations International Decade of the World's Indigenous Peoples (1995-2004). Participants are invited to prepare policy proposals, as well as a plan of action on diversity issues.

The Forum discussion will include the role of teachers unions to encourage changes in policies and practice and to work towards more inclusive schools and educational systems, dealing with diversity in a positive way.

Observers and guests are welcome.

Registration and Forum documents will be available from Sunday July 18, 14:00-17:00 at the Plaza Sao Rafael Hotel, Secretariat T level. Interpretation will be provided in English, French, Portuguese and Spanish.
The **EI Round Table on Education For All** will be held on Wednesday 21 July from 14:00-17:30 in the Deville Hotel.

The consultation of teachers organisations by the national education authorities is provided for in the Education For All Dakar Framework of Action. Indeed without the full involvement of teachers and their organisations – those most responsible for implementing reform – in key aspects of educational objectives and policies, education systems cannot hope to achieve quality education for all. However, in reality few governments consult the teachers union. Since 2002, an EI training programme, funded by the Dutch trade union centre FNV, is providing 11 teachers organisations with the tools to become partners that cannot be ignored.

This round table discussion will address issues and challenges confronting teachers in the Education For All process. The 11 affiliates who are part of the Education For All training programme will be the main contributors to the debate. They are ETA Ethiopia, SNEC Mali, SNEN Niger, SNEA-B Burkina Faso, KNUT Kenya, TTU Tanzania, UNATU Uganda, UNE Ecuador, CTEUB Bolivia, SUTEP Peru, AIPTF and AIFTO India.

Observers and guests are welcome.

Interpretation will be provided in English, French and Spanish.
The **EI Communication Network** meeting will be held on Wednesday 21 July from 9:00-17:00 in the Hotel Plaza Sao Rafael Convention Centre (Salao de Eventos), downtown Porto Alegre.

The Communication Network is a technical meeting, where communication officers from EI’s affiliates meet and exchange views on communication strategies and co-operation on common activities. The EI Communication Network meeting is an annual event to allow press officers, journalists and web editors of EI affiliates to meet regularly. After the meetings in Malta in 2002 and Brussels in 2003, communication officers of EI member organisations will meet in Porto Alegre, Brazil, on 21 July 2004, just prior to the Education International’s 4th World Congress.

No interpretation is provided.
The city was chosen as the capital with the best level of human development among Brazilian cities by the UN Development Programme Report in 1998, 2001 and 2002.

As in most cities, avoid walking alone at night. Get a taxi to move around.

Porto Alegre has an excellent medical service with several specialised hospitals.

Portuguese is the official language in Brazil, but due to the fact that Porto Alegre is near Uruguay and Argentina, Spanish is also well understood.
Climate and clothing

Porto Alegre is in the Southern part of Brazil and has large seasonal changes. Winter (June-August) can be very rainy and windy.

Porto Alegre July temperatures range from to 11 to 20°Celsius (51.3 to 67.5°F)

Credit Cards

Credit cards are accepted all over Brazil. Visa is the best card to carry for cash advances, finding an ATM that accepts your particular card can be difficult, though. Changing cash and travellers' cheques is simple - there are cambios in all but the tiniest towns. Cheques are well accepted provided the cheque owner presents his/her identity card.
Currency regulations

Currency: Brazilian Real (BRL). On June 15, US$1 equaled 3.17 BLR or 1 BRL equals US$0.31. Quite often items are priced with a $ sign, but it really means Reals.

There are notes of 1, 2, 5, 10, 20, 50 and 100 reals. There are coins of 1, 5, 10, 25 and 50 centavos (cents).

Banks open from 10.00 to 16.00 Mondays through Fridays. When buying cash, ask for lots of small bills as change is often unavailable for small transactions.

Money can also be exchanged at the front desk of hotels.

Passport

Your travel documents – passport and immunization record – should be with you at all times (not in a suitcase or desk drawer) or in a hotel safety deposit box. It is also strongly recommended that you make photocopies of these documents and store the copies separate from the original documents. In the event of theft or loss, these copies will be vital in obtaining a replacement passport or in reentering the country.
Electricity

110/220V, 60Hz

Electrical current in most of Porto Alegre is 110 volts, the same as the US. Converters and adapters may be purchased in most electric/appliance stores, airports and travel stores.

Food

The staples of the Brazilian diet are arroz (white rice), feijão (black beans) and farinha (manioc flour), usually served with steak, chicken or fish. Brazilian specialties include moqueca, a seafood stew flavored with dendê oil and coconut milk; caruru, okra and other vegetables mixed with shrimp, onions and peppers; and feijoada, a bean and meat stew.
Tipping is not the standard in Brazil. Most services get tipped a mandatory 10%, often included in the bill. If a waiter is friendly and helpful, you may like to give more. Because of Brazil’s high unemployment rate, services that may seem superfluous are customarily tipped. Parking assistants are the most notable as they receive no wages, but petrol-station attendants, shoe shiners and barbers are also frequently tipped. Taxi drivers are an exception: most people round the price up, but a tip is not expected.

During the five days of the World Congress, taxis will be readily available at FIERGS. The approximate fare between FIERGS and downtown is 20 BRL. It is the practice in Porto Alegre that taxis round the meter fare up to the nearest Real. For instance, if the meter reads 6.74 BRL, the fare will be 7.00 BRL.
Location of hotels in Porto Alegre

1. Plaza Sao Rafael
2. Bristol Regent Suites
3. Embasador
4. Everest
5. Parthenon Piazza Navona
6. Plaza Porto Alegre
7. Porto Alegre Ritter
8. Alfred Porto Alegre
9. Alfred Executivo
10. Continental Business
11. Continental Porto Alegre
12. Master Executivo
13. Master Palace
14. Porto Alegre City

15. Sheraton Porto Alegre
16. Novotel Porto Alegre
17. Blue Tree Towers
18. Holiday Inn
19. Intercity Express
20. Intercity Premium
21. Millenium Flat
22. Deville
23. Master Grande Hotel
24. Parthenon Manhattan
25. Parthenon Beverly Hills
26. Tropical Business Swan Tower
27. Tryp Porto Alegre