

# BRAZIL

# PLANNING GUIDE

A flight attendant's guide to cuisine, hotels, airports, health, security, and country requirements in Brazil.

## Your creativity and knowledge make the trip.

Brazil is projected to be one of the world's fastest-growing business aviation markets over the next few years. If you haven't been to Brazil already, there's a good chance you may travel there soon. Brazil is not only an important destination for business, but also the host country for the upcoming 2016 Olympic Games. It's also the location of the annual Latin America Business Aviation Conference & Exposition (LABACE) – the largest business aviation event in Latin America.

We recognize the critical role you play as a vital member of the crew, so we have developed this tool to help you avoid the unexpected when traveling to Brazil and delight your passengers along the way. Enclosed you'll find information on visas, airports, hotels, health considerations and security from the global trip management experts at Universal®, as well as a guide to Brazilian cuisine from Air Culinaire Worldwide, a Universal company.

We hope this information is useful in helping you better navigate the local culture and understand Brazil's operational requirements.

And always, know that you're not alone, and we are here for you whenever you need us.

### ***E o Brasil continua lindo!***

*This expression means "Brazil is magnificent" in Brazilian Portuguese and will engender a lot of goodwill and support.*



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# You navigate a complex world. Avoid the unexpected. Manage expectations.

Below is a list of important operational considerations when planning a trip into, within, or out of Brazil.

## COUNTRY

Be aware of the following recommendations and requirements before operating to Brazil:

- Visas are needed for all crew members that don't have licenses or certification from an official entity (e.g., Federal Aviation Administration)
- Visas can't be obtained on arrival, and immigration authorities will refuse entry to Brazil for persons that don't possess a valid visa
- All crew members must be listed on the general declaration and carry crew I.D.s with photos
- When you de-cater or dispose of trash in Brazil, potentially infective waste (lav-related) should be stored in white plastic sacks, while non-infective waste should be stored in black plastic sacks
- A country health briefing should be obtained in advance

## HOTELS

Confirm the following with your hotel prior to booking:

- Meets western standard for 4- and 5-star accommodations
- Location
- Grocery stores or markets nearby
- Restaurant options at or near hotel
- Advance booking requirements (critical if stay coincides with major local events)
- Minimum number of stays needed for booking
- Down payment or pre-payment requirements
- Lead time to arrange direct bill for rooms through 3rd party
- Cancellation policy
- Availability of courtesy transportation
- Rate cap limitations on rooms
- Lead time required by hotel restaurant to order catering
- Room refrigerator requirements
- Rewards program information on file with hotel for elite status qualification and points

## SECURITY

Research the following information prior to your trip:

- Security considerations for city, including tourist destinations, restaurants, and markets
- Areas in city that should be avoided
- Things to avoid doing while at destination (e.g., walking alone, etc.)
- Security reports you should acquire to understand potential risks (e.g., city, hotel, country)
- Catering options, standards and availability (example: SBGR – the ground handler can arrange catering on the ramp and bring it to the aircraft. At other airports, you will need to consult with the caterer or ground handler for catering options. It is best to know their physical location in relation to the surrounding area and if they have a badge to enter through security to meet the aircraft for delivery. Alternatively, there may be a delay.)

## AIRPORT

Confirm the following information prior to your trip:

- Airport operating hours
- Ground handler operating hours, meeting point, and phone numbers
- Customs, Immigration, and Quarantine (CIQ) clearance procedures
- Regulations for crew bringing aboard catering for departure
- Fluid limitations if bringing own catering (e.g., from a restaurant) for departure
- Restricted food items (e.g., agricultural restrictions)
- Ability to store food items on aircraft, with ground handler, or with caterer
- In-flight catering delivery time (particularly, how far in advance catering is recommended to be delivered)
- Ramp access availability (when needed during your stay and on day of departure)

This information was provided by Universal Weather and Aviation, Inc. If you have questions or need trip support assistance with any of the above, contact us at: **N. America** +1 (800) 231-5600, ext. 3300 or **Worldwide** +1 (713) 944-1622, ext. 3300.

