



ASSOCIATION OF CARIBBEAN STATES (ACS)

20th MEETING OF THE SPECIAL COMMITTEE ON DISASTER RISK REDUCTION

Port of Spain, Trinidad-and-Tobago, 22nd-23rd November, 2012

Information and logistics

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1.- General information about Trinidad and Tobago

The Republic of Trinidad and Tobago comprises two islands at the southern-most end of the Caribbean archipelago with an area of 5,128 km², Port of Spain is the capital city, the currency is the Trinidad and Tobago dollar U.S. \$ 1 = TT \$ 6.28, the country has the largest commercially viable source of natural asphalt in the world, the official language is English, the population of 1,310 million, the Head of State the Honourable Kamla Persad-Bissessar, Prime Minister, and the Honorable Winston Dookeran the Minister of Foreign Affairs. June and July marks the beginning of the rainy season and are the wettest months of the year, an average of nineteen (>=1mm of rain) and eight days very wet (>=10 mm of rain), the areas in and around Port of Spain may experience half day / early afternoon thunder rain after a sunny morning.

Maximum temperature 31 degrees Celsius (afternoon)

Minimum temperature of 23 degrees Celsius (just before dawn)

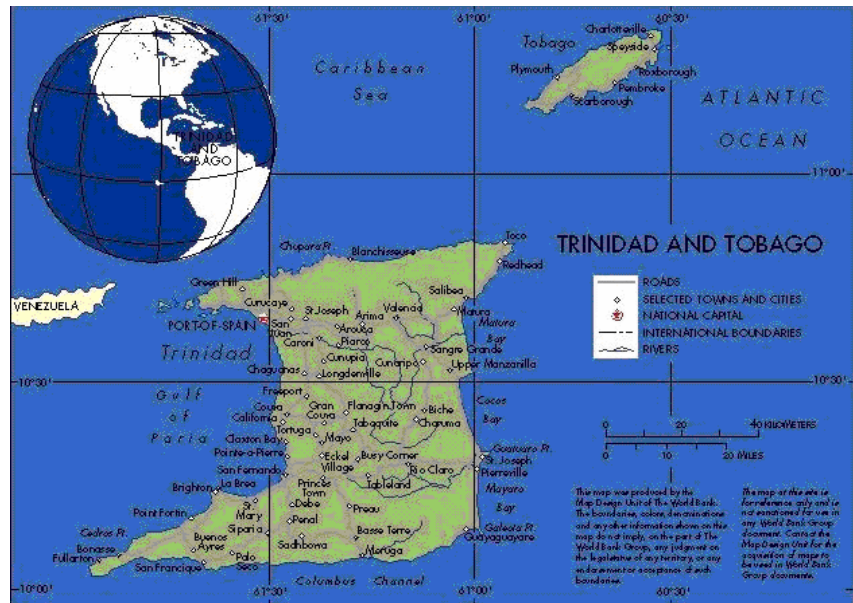
The relative humidity varies between 65 percent and 97

Trinidad & Tobago Meteorological Service website: <http://metoffice.gov.tt>

Standard time is GMT (UTC) -4

For additional information:

<http://www.tourism.gov.tt/AboutTrinidadTobago/CountryProfile/tabid/102/Default.aspx>



2. - Meeting Details

The 20th Special Committee for Disaster Risk Reduction of the Association of Caribbean States (ACS) will be held at the Hilton Trinidad and Conference Centre in Port of Spain, Trinidad and Tobago, 22nd and 23rd of November 2012.

3. - Opening Ceremony

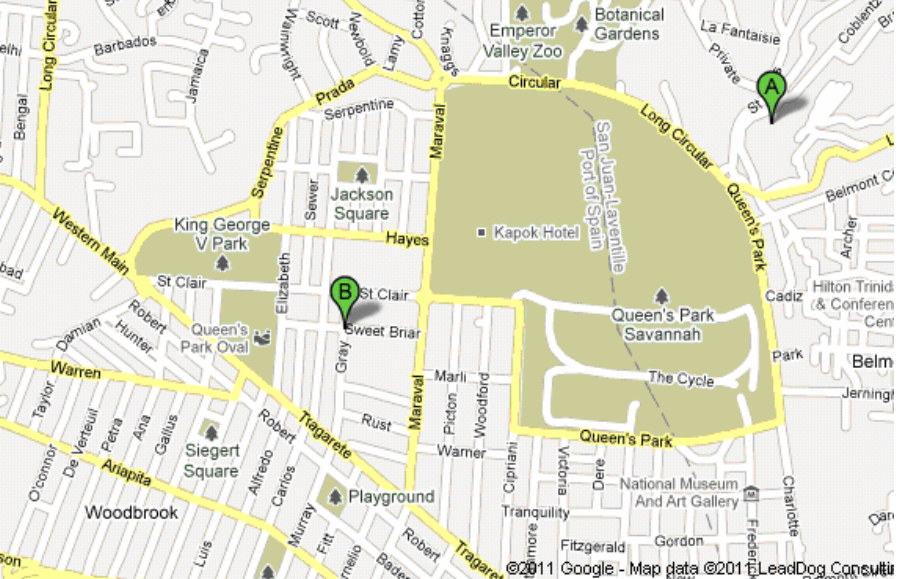
The Opening Ceremony of the 20th Special Committee for Disaster Risk Reduction of the Association of Caribbean States will begin on Thursday November 22nd at 2:30 pm with the Opening speech and Report by the President (Dominican Republic) of the Special Committee for Disaster Risk Reduction.

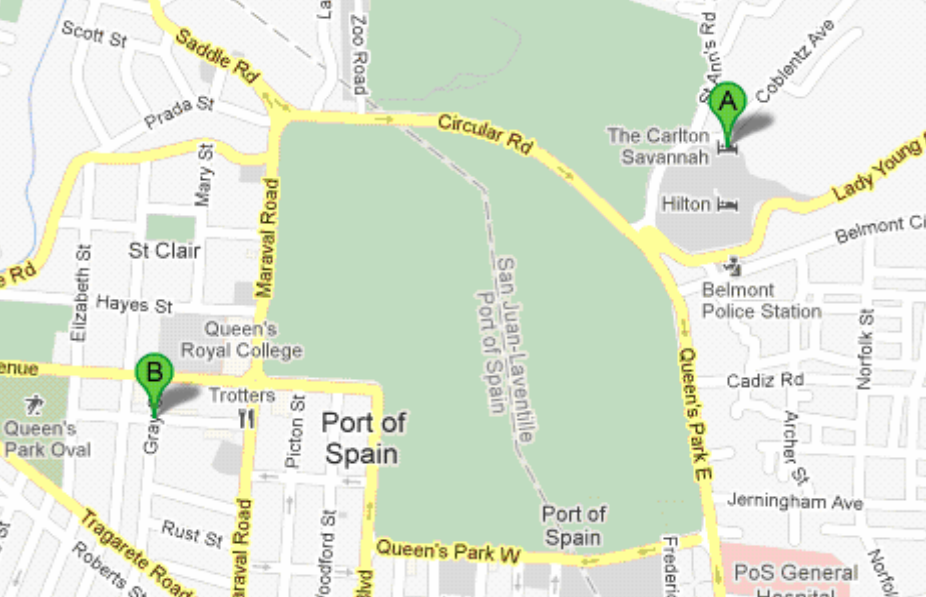
4. - Registration and Access

The registration form attached to this document must be completed by each participant and we respectfully request it to be sent back to the contact email before the meeting to the contact persons: Ms. Sandra Fonseca: sfonseca@acs-aec.org and/or Ms. Patricia Phillip: pPhillip@acs-aec.org.

5. - Accommodation

Find bellow key information regarding the hotel, hotel rates and the contact person to make the reservations.

<p>TRINIDAD HILTON</p> <p>Address: Lady Young Road, Port of Spain Tél.:(868) 624 3211 Fax :(868) 624 4485 Email: Stephen.leon@hilton.com Jaikishan.hardyal@hilton.com Point A : the hotel Point B: the ACS Reservations should be made directly with the Manager, Mr. Jaikishan Hardyal by: Tél.:(868) 624 3211 Jaikishan.hardyal@hilton.com</p>	
<ul style="list-style-type: none"> • Rooms: Standard Single US\$159.00 Double US\$179.00 Deluxe: Single US\$209.00 Double US\$229.00 Executive Suite Single US\$239.00 Double US\$259.00 	<p>Rates are subject to 10% service charge 10% room tax 15% VAT on the service charge (total 21.5%) plus utility charge of US\$1.95 per room nightly Breakfast is included.</p>

<p>CARLTON SAVANNAH</p> <p>Adresse: 2-4 Coblenz ave. Port of Spain Tél.: (868) 621 5000 / Fax: (868) 625 5001 Email : Rawle.permanand@thecarltonsavannah.com Point A: the hotel Point B: the ACS</p>	
<ul style="list-style-type: none"> • Rooms: Standard Single US\$129.00 Double US\$139.00 Executive Suite Double US\$229.00 Suite Double US\$249.00 Deluxe Single US\$ 129.00 Double US\$ 139.00 	<p>Rates are subject to 10% tax charge and breakfast is included (served in the restaurant) These rates are subject to change and is based on overall number of rooms and nights All rooms do consist of either one (1) king bed or queen bed. Room amenities: Internet access coffee station, hot and cold water, refrigerator, radio & ipod docking station, safe deposit</p>

box, iron and ironing board.

THE CASCADIA HOTEL

Adresse: Ariapita #67 Road, St, Ann's Port of Spain.

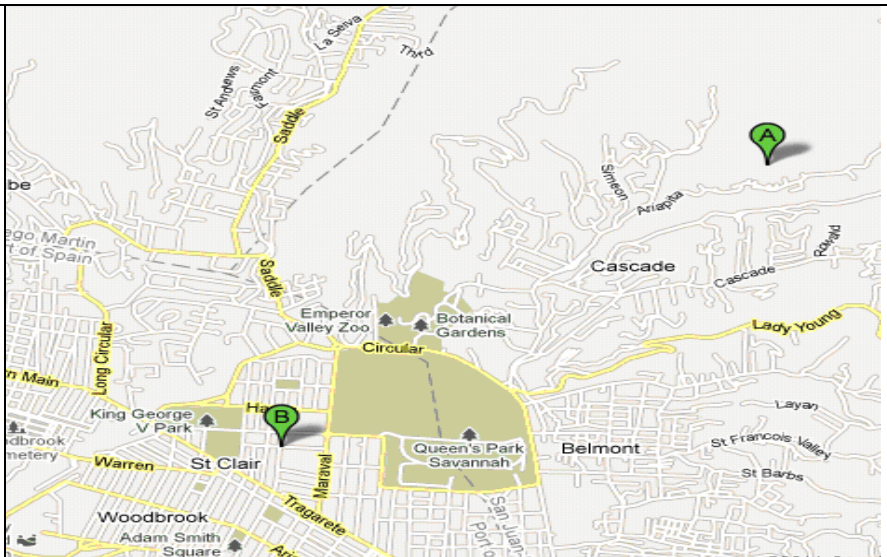
Tél. : (868) 623 4208/9 – 3511/3/5

Fax : (868) 627 8046

<http://www.cascadiahotel.com>

Point A: the hotel

Point B: the ACS



• **Rooms:**

Single US\$180.00

Double US\$192.00

Inclusive of breakfast and taxes.

KAPOK HOTEL

Adresse: 16-18 Cotton Hill, Port of Spain

Tél.: (868) 622 5765 /

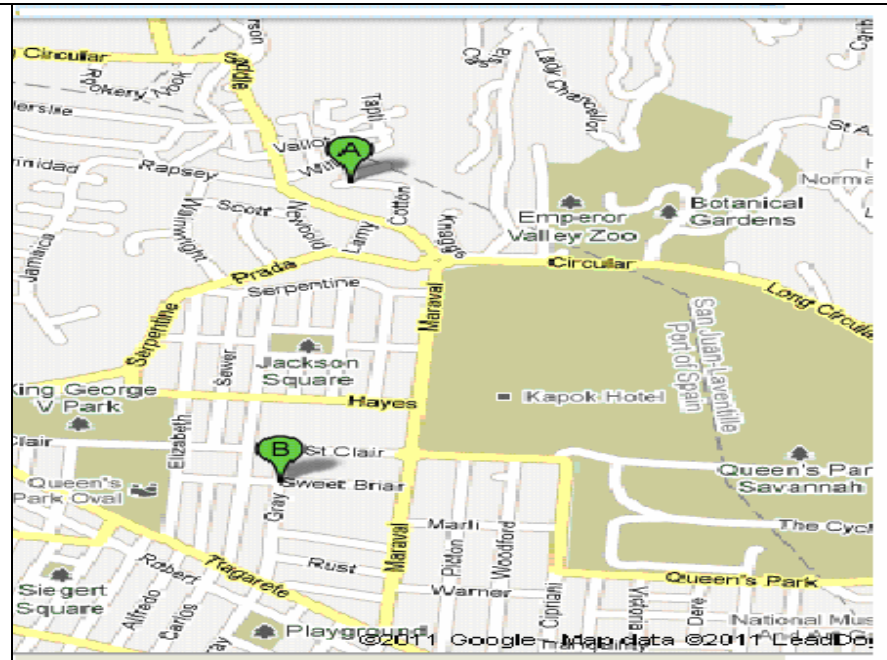
Fax: (868) 622 9677

Email :

stay@kapok.co.tt

Point A: the hotel

Point B: the ACS



• **Rooms:**

Standard/Studio

Single / Double
US\$ 176.18

Superior

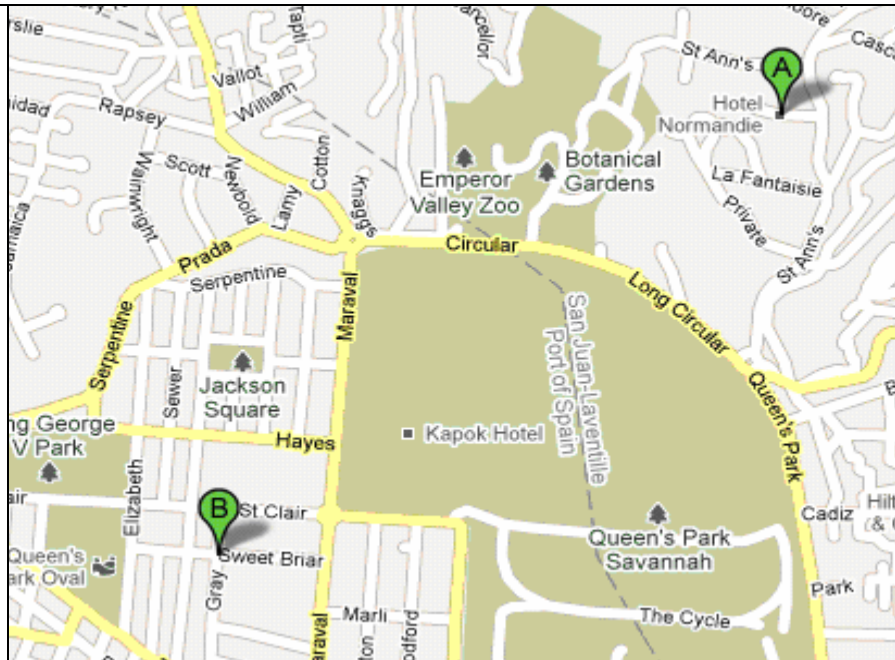
Single / Double
US\$ 196.83

Inclusive of Breakfast, internet and Taxes.

NORMANDIE HOTEL

Adresse: 10 Nook Avenue, St. Ann's
 Tél. : (868) 624 1181 /
 Fax: (868) 624 0108
 Email :
normandiett.corporate@gmail.com

Point A: the hotel
 Point B: the ACS



• Rooms:

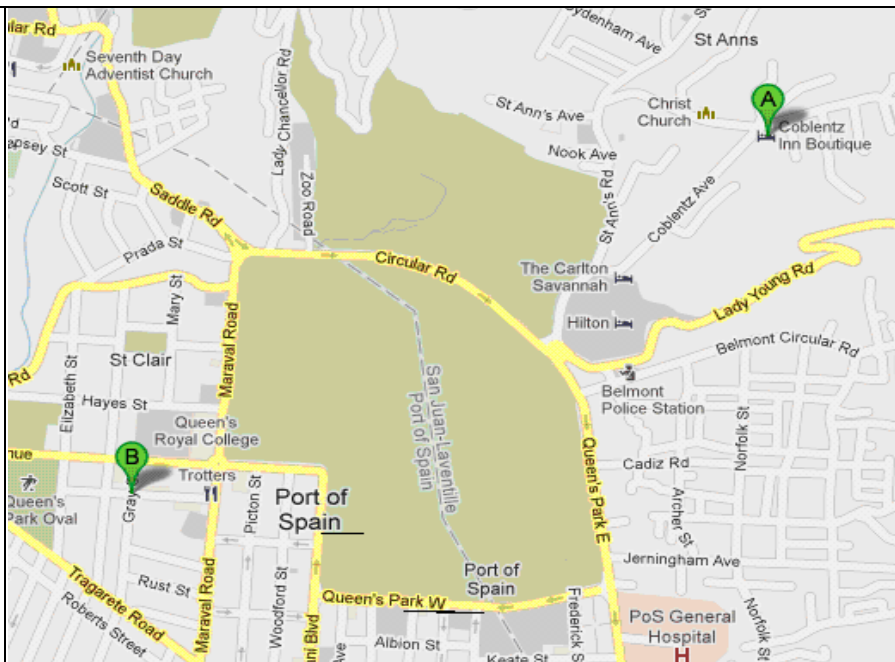
Standard Single US\$ 99.00
 Pool side Double US\$110.23
 Superior Single US\$120.66
 Pool side Double US\$140.83

Executive room Single US\$125.36
 Double US\$145.83
 Inclusive of continental Breakfast, wireless internet, tea station and Taxes.

COBLENTZ INN

Adresse: #44 Coblentz Avenue, Cascade, Port-of-Spain,
 Tel. : (868) 621 0541 /
 4 Fax: (868) 624 7566
 Cell: (868) 688 9069
 Email:
coblentzmanager@tstt.net.tt

Point A: the hotel
 Point B: the ACS



• Rooms: Single: US\$ 125.00
 Double: US\$ 140.00

Inclusive of all taxes, complimentary continental breakfast, welcome mini bar and free wireless internet throughout the property.

6. – Visas

The Ministry of Foreign Affairs of Trinidad and Tobago will assist in procuring visa waivers for delegates provided that information on names, date of birth, passport numbers, date of issue and expiry are forwarded to the Secretariat as soon as possible.

<http://www.tourism.gov.tt/AboutTrinidadTobago/TravelTipsandGuidelines/tabid/105/Default.aspx>

