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ASSOCIATION OF CARIBBEAN STATES

XXI MEETING OF THE SPECIAL COMMITTEE ON DISASTER RISK REDUCTION

Port-of-Spain, Trinidad and Tobago, October 02, 2013

Logistic Information

ASSOCIATION OF CARIBBEAN STATES
XXI SPECIAL COMMITTEE FOR DISASTER RISK REDUCTION
Port of Spain, Trinidad and Tobago, 02nd October, 2013

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 and the currency is the Trinidad and Tobago dollar (**U.S. \$ 1 = TT\$ 6.40**). The country has the largest commercially viable source of natural asphalt in the world, with the official language being English, and the population being 1,310 million people. The Honourable Kamla Persad-Bissesar is the Prime Minister, the Honourable Anthony Carmona, President, and the Honourable Winston Dookeran, Minister of Foreign Affairs.

June and July mark the beginning of the rainy season and are the wettest months of the year with an average of nineteen (≥ 1 mm of rain). The areas in and around Port of Spain may experience half day / early afternoon thundershowers after a sunny morning.

Maximum temperature 31 degrees Celsius (afternoon)

Minimum temperature of 23 degrees Celsius (just before dawn)

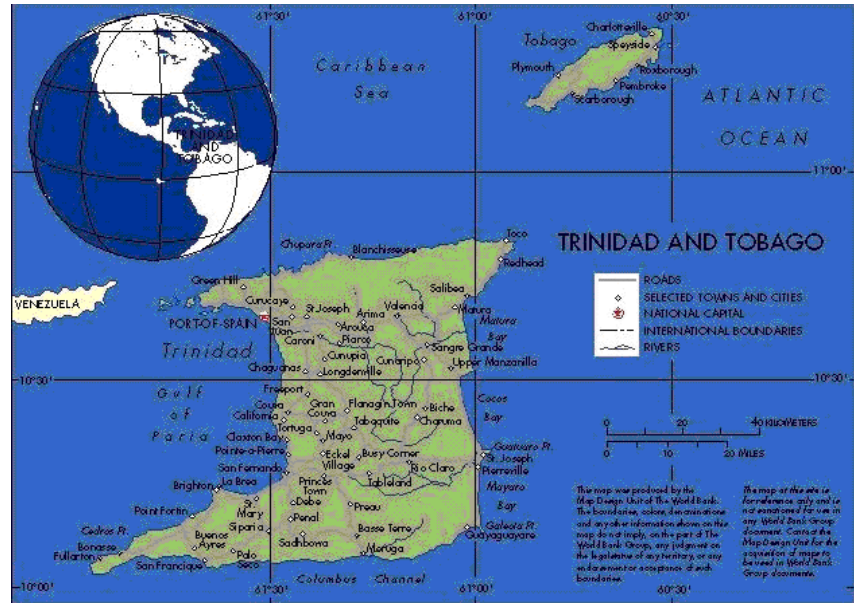
The relative humidity varies between 65 percent and 97

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 XXI Special Committee for Disaster Risk Reduction of the Association of Caribbean States (ACS) will be held at the Capital Plaza Hotel, Port of Spain, Trinidad and Tobago, October 02nd, 2013.

3. - Opening Ceremony

The Opening Ceremony of the XXI Special Committee for Disaster Risk Reduction of the Association of Caribbean States will begin on Wednesday, October 02nd at 9:00am with the Opening speech and Report by the President (Honduras) of the Special Committee.

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 Philip: pphilip@acs-aec.org. Identification Badges will be handed to each delegate prior to commencement of the meeting.

5. - Accommodation

Please find information regarding the hotels nearby the ACS headquarters, hotel rates and the contact persons to make the reservations. Most hotels will exchange foreign currency or travelers' cheques, Major credit cards are widely accepted at the main hotels and restaurants.

Delegates are kindly asked to make their booking directly to the Hotel chosen by them.

CAPITAL PLAZA HOTEL

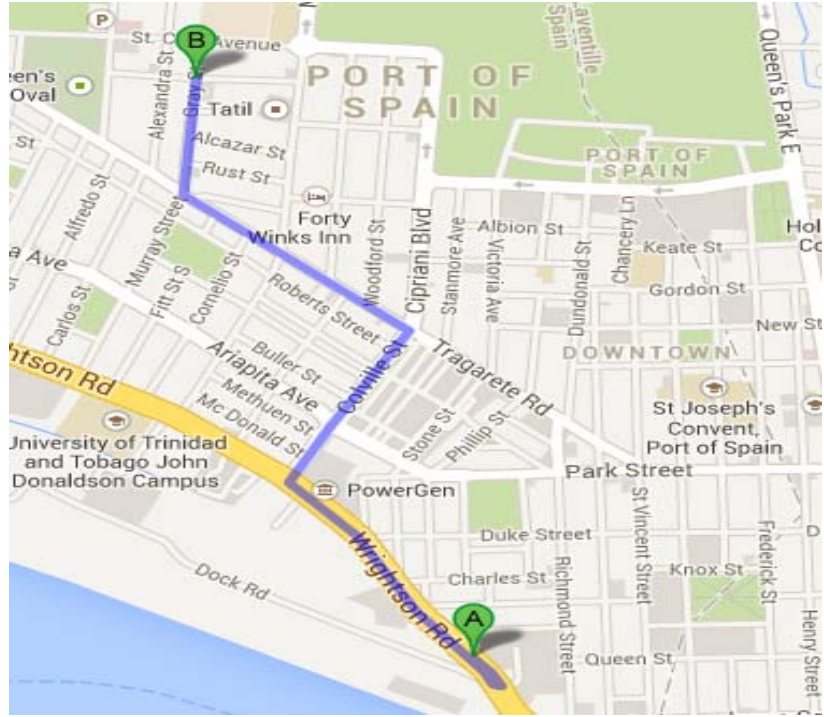
Address: PO Box 1017,
Wrightson Road, Port of Spain

Tel.: (868) 625 4531 Ext. 6604
Fax : (868) 624 4485

Email:
reservations@cplazahotel.com
Phone: (868) 625 3366 ext. 6604
fax : 624 4677

When booking please request the **CPACS** code to get the special rate (US\$139)

Point A : the hotel
Point B : the ACS



<p>• Rooms:</p>			<p>Rates are subject to 10% service charge and 10% government tax, plus a utility charge of US\$1.95 per room nightly. Buffet Breakfast and internet included.</p>
Standard	Single	<p>US\$169 US\$139.00 (CPACS code)</p>	

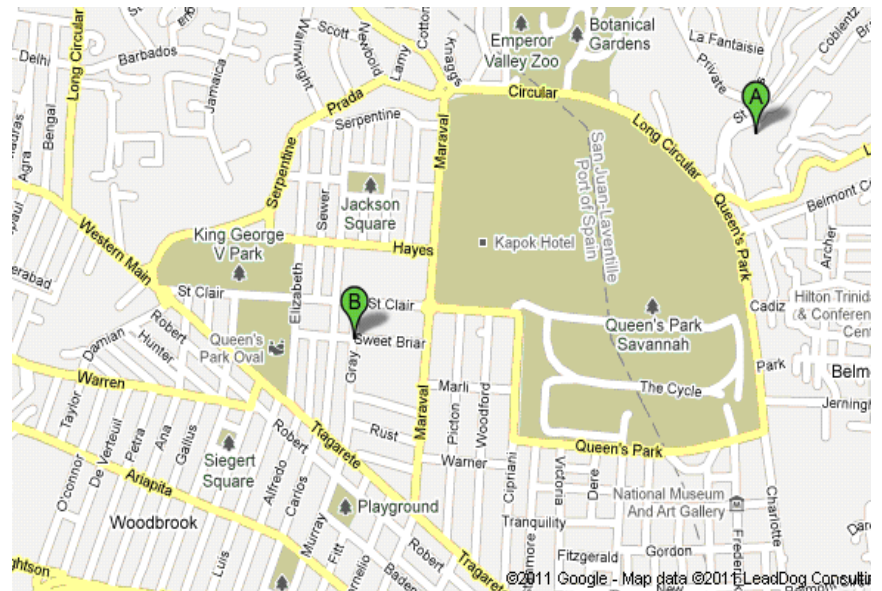
TRINIDAD HILTON

Address: Lady Young Road,
Port of Spain

Tel.: (868) 624 3211
Fax : (868) 624 4485

Email:
hiltonpos@wow.net
resrvations.trinidad@hilton.com

Point A : the hotel
Point B : the ACS



• Rooms: Standard Single US\$169.00 Double US\$189.00		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 and internet.
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CARLTON SAVANNAH

Address: 2-4 Coblenz ave.
Port of Spain

Tel.: (868) 621 5000 /

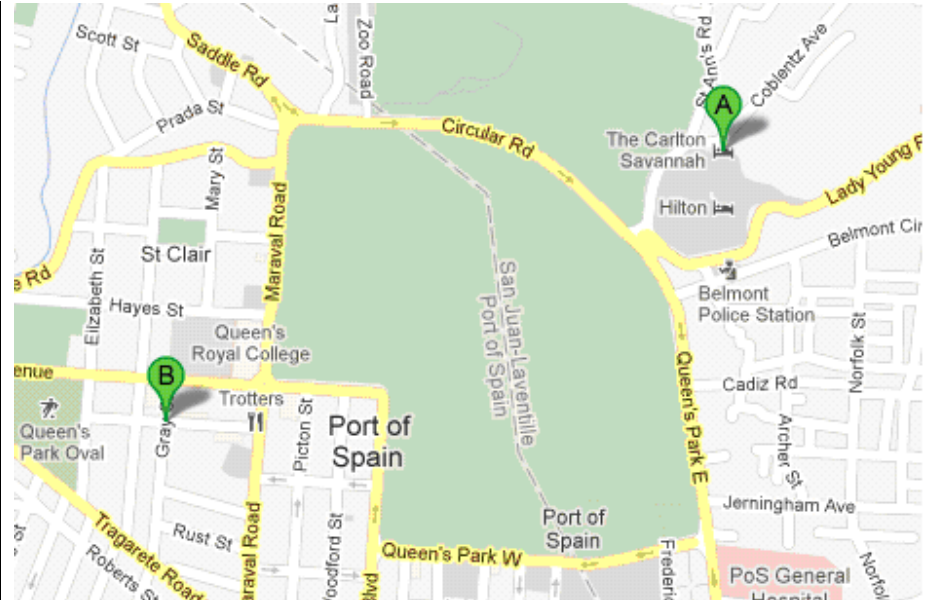
Fax: (868) 625 5001

Email :

Rawle.permanand@thecarltonsavannah.com

Point A: the hotel

Point B: the ACS



• Rooms: Standard Executive Suite Deluxe	Single US\$129.00 Double US\$139.00 Single US\$229.00 Double US\$249.00 Single US\$ 129.00 Double US\$ 139.00	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 contain 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 box, iron and ironing board.
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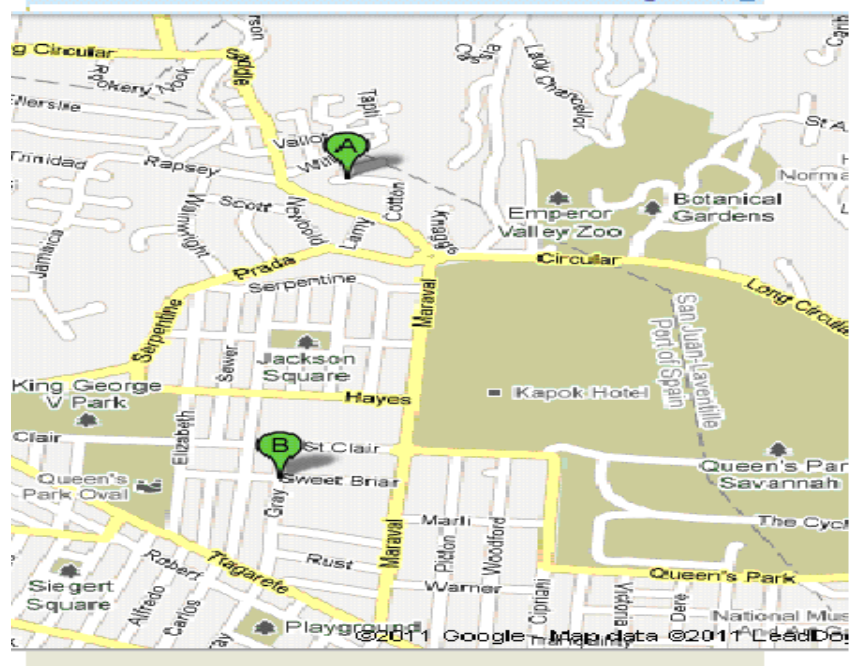
KAPOK HOTEL

Address: 16-18 Cotton Hill,
Port of Spain

Tel.: (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\$ 152.00
Superior	Single / Double US\$ 170.00

Inclusive of Breakfast, internet and Taxes.

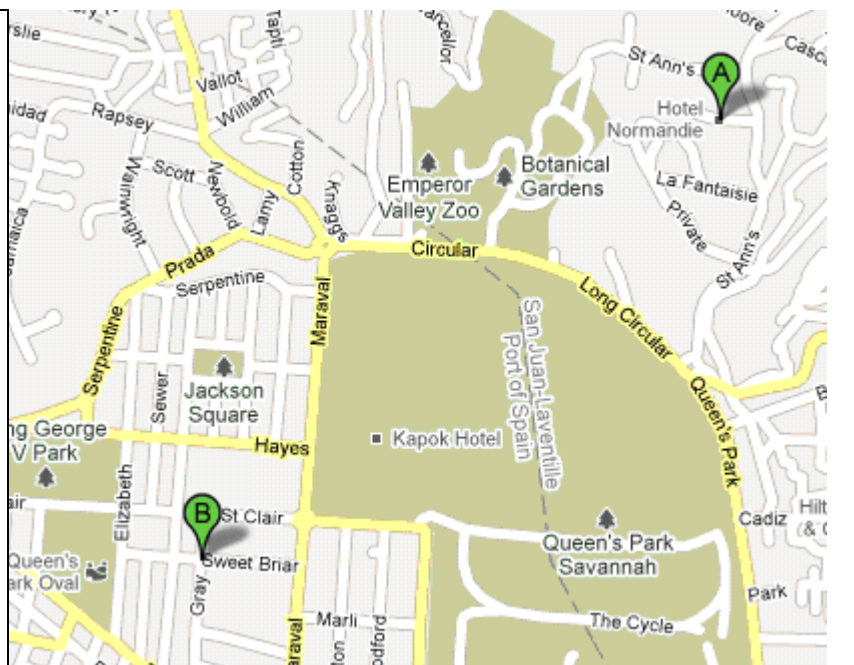
NORMANDIE HOTEL

Address: 10 Nook Avenue,
St. Ann's

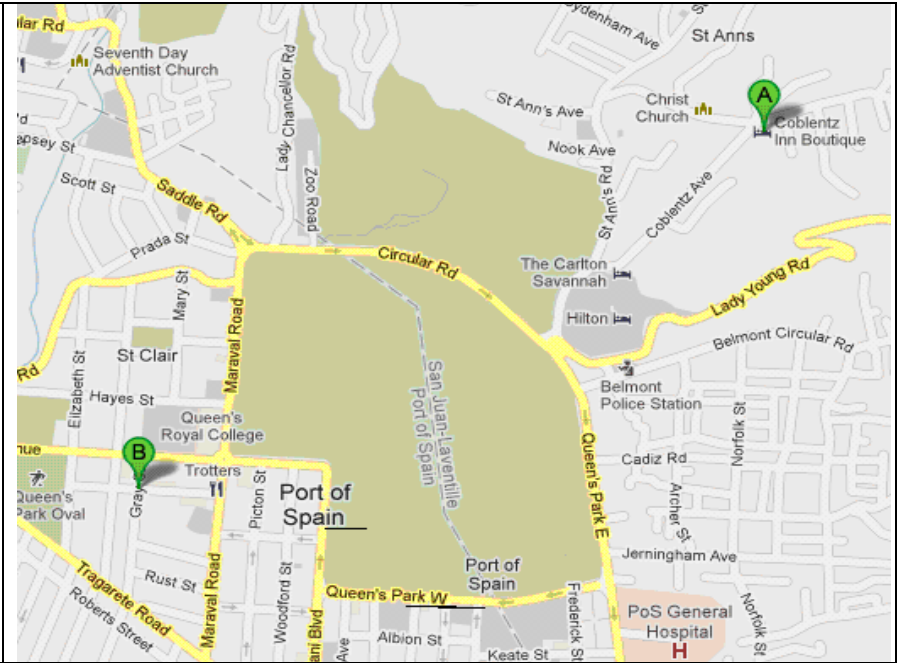
Tel. : (868) 624 1181 / Fax:
(868) 624 0108

Email :
roomsales@normandiatt.com

Point A: the hotel
Point B: the ACS



<ul style="list-style-type: none"> • Rooms: Single US\$ 99.00 Double US\$110.23 	Inclusive of continental Breakfast, wireless internet, tea station and Taxes.
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<p>COBLENTZ INN</p> <p>Address: #44 Coblentz Avenue, Cascade, Port-of-Spain,</p> <p>Tel.: (868) 621 0541 / 4 Fax: (868) 624 7566 Cell: (868) 688 9069</p> <p>Email: cil.asstgm@yahoo.com cil.reception@yahoo.com</p> <p>Point A: the hotel Point B: the ACS</p>	
<ul style="list-style-type: none"> • Rooms: Single: US\$ 115.00 Double: US\$ 130.00 	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 expiration are forwarded to the Secretariat as soon as possible.

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

7. - Flight information and Transfers

The Airlines that fly to Trinidad & Tobago:

- American Airline: www.aa.com
- Caribbean Airlines: www.caribbean-airlines.com
- Copa Airlines: www.copaair.com

- Continental Airlines: www.continentalairlines.com

The average cost of Transport from the airport to Port of Spain is US\$35, and US\$10 around the city.

