

**ASSOCIATION OF CARIBBEAN STATES (ACS)
DIRECTORATE OF SUSTAINABLE TOURISM**

**REGIONAL COOPERATION MECHANISM OF THE SUSTAINABLE TOURISM
ZONE OF THE GREATER CARIBBEAN PROJECT MEETING (STZC-RCM)**

Port-of-Spain, Trinidad and Tobago, July 22, 2015

DRAFT AGENDA

DAY ONE

9:00 - 9:30am

REGISTRATION

9:30 - 10:00am

OPENING CEREMONY:

- Remarks by the Secretary General of the ACS, Ambassador Alfonso Múnera
- Remarks by Senator The Honourable Gerald Hadeed, the Minister of Tourism of the Republic of Trinidad and Tobago
- Remarks by Ms. Maruja Acevedo Orellana, Vice Minister of the Guatemalan Tourism Institute, Chair of the Special Committee for Sustainable Tourism
- Remarks by the Representative of the Regional Council of Martinique

10:00 – 10:15am

PLENARY SESSION 1:

ACS Presentation on the STZC: Project advancements

- Julio Eduardo Orozco Pérez, Director of Sustainable Tourism (DST) of the ACS

10:15 -10:30am

COFFEE BREAK

**OFFICIAL PHOTOGRAPH
Departure of Media and Special Guests**

10:30 - 12:30pm

PLENARY SESSION 2:

Presentation of results and discussion on the implementation of the Regional Co-operation Mechanism of the STZC project

- Marcel Clodion, Lead Consultant STZC-RCM Project

12:30 - 1:30pm

LUNCH

(OPPORTUNITY FOR BI-LATERAL MEETINGS)

1:30 - 3:30pm

PLENARY SESSION 3:

Presentation of Project Deliverables and STZC Website Training Workshop

- Jenny Reyes, STZC-RCM Project Consultant

3:30 - 3:45pm

COFFEE BREAK

3:45 - 4:30pm

DISCUSSION FORUM

- Open forum for discussion and feedback from Participants

4:30pm

CLOSING:

- Closing remarks from the Chair of the Special Committee for Sustainable Tourism
- Closing remarks from the Regional Council of Martinique
- Closing Remarks by the Association of Caribbean States

5.30 to 8.00pm

COCKTAIL RECEPTION

With the Compliments of the Ministry of Tourism of the Republic of Trinidad and Tobago

**ASSOCIATION OF CARIBBEAN STATES (ACS)
DIRECTORATE OF SUSTAINABLE TOURISM**

26TH MEETING OF THE SPECIAL COMMITTEE ON SUSTAINABLE TOURISM

Port-of-Spain, Trinidad and Tobago, July 23, 2015

DRAFT ANNOTATED AGENDA

DAY TWO

8:30 - 9:00am

Registration of Participants

9:00 - 9:30am

I. Opening Ceremony

- Remarks by H. E. Ambassador Alfonso David Múnera Cavadía, Secretary General of the ACS
- Opening Remarks by Ms. Maruja Acevedo Orellana, Vice Minister of the Guatemalan Tourism Institute, Chair of the Special Committee for Sustainable Tourism
- Remarks by the Representative of the Ministry of Tourism of the Republic of Trinidad and Tobago

9:30 - 9:40am

II. Approval of the Agenda and Procedural Matters

The Meeting will consider the Draft Agenda as presented by the Secretariat and address other procedural matters regarding its deliberations.

9:40 - 9:50am

III. Report of the Directorate of Sustainable Tourism on the ACS Sustainable Tourism Work Programme

Mr. Julio Orozco, Director of Sustainable Tourism of the ACS will present a brief report on activities and progress since its 25th Special Committee on Sustainable Tourism Meeting

9:50 -10:00am

IV. Remarks of the Chair on the Work Plan for the 2015 Annum

The Chairman will present considerations for the advancement of the Work Programme for the 2015 annum.

10:00 - 10:30am

**COFFEE BREAK
OFFICIAL PHOTOGRAPH**

10:30 - 11:30am

V. Finalisation of the STWP 2016-2017 Biennium

Mr. Julio Orozco, Director of Sustainable Tourism of the ACS will present the proposed Work Programme for the 2016-2017 biennium to be approved by the Meeting. The Meeting will be invited to present considerations to the Work Programme.

11:30 – 1:00pm

VI. Presentation of the Results of the Study on Training for Careers in Sustainable Tourism, an initiative funded by the French Development Agency

- Mr. Julio Orozco, Director of Sustainable Tourism of the ACS will provide information on the objectives of the project and implementation of project phases and activities.
- Mr. Yves Malpel, Director, French Development Agency (AFD) will deliver remarks.

SESSION 1: OFFICIAL PUBLICATION OF THE STUDY AND LAUNCH OF SURVEY RESULTS

- Ms. Carmen Rosa Perez, lead consultant and General Manager, Certificaciones de Centroamérica (CERTIFICA) will provide an overview of the research process and survey, discuss the results obtained as well as any significant findings, present the Regional Framework developed and provide recommendations for future actions and the main conclusions.

1:00 - 2:00pm

**DELEGATES LUNCHEON
TRINIDAD AND TOBAGO DESTINATION SHOWCASE**

With the Compliments of the Tourism Development Company of the Republic of Trinidad and Tobago

2:00 - 3:00pm

VI. Presentation of the Results of the Study on Training for Careers in Sustainable Tourism, an initiative funded by the French Development Agency (continued)

DISCUSSION FORUM:

- Open forum for discussion and feedback from the meeting participants on the project and proposed Regional Framework in order to obtain recommendations on its implementation.

CONCLUSIONS:

- Discussion of Next Steps and Future Actions

3:00 - 3:30pm

VII. Regional and International Cooperation

Regional and International Partner Agencies will deliver brief presentations on initiatives in the area of sustainable tourism highlighting ongoing or potential collaboration with the ACS.

- Mr. Patrick Dumirier, Director General of Guadeloupe Formation from the Regional Council of Guadeloupe will present on the Guadeloupe International Centre for a Regional Approach to Languages (CIGAREL) Project
- Ms. Bonita Morgan, Director of Resource Mobilization and Development from Caribbean Tourism Organization (CTO) will present on its Tour Guiding Programme

3:30 - 3:40pm

VIII. Discussion on the Date and Venue of the 27th Meeting of the Special Committee on Sustainable Tourism (SCST-27)

The Meeting will decide on the date and venue for the SCST-27 meeting. Proposals from countries to host said meeting will be considered.

3:40 - 3:50pm

IX. Any Other Business

Any other business that is relevant to the meeting will be tabled and discussed.

3:50 - 4:00pm

X. Approval of the Procedure for the Draft Rapporteur's Report

In accordance with Ministerial Agreement 13/10, the Meeting will consider the procedure to request the DST, in coordination with the Rapporteur, to undertake the preparation of the Draft Report in the three languages and to distribute it to meeting participants for further comments. The Meeting will commit to return their comments and suggested changes in the required timeframe as follows:

- i. The first draft of the Rapporteur's Report shall be prepared within seven working days after the conclusion of each meeting.
- ii. The Secretariat and the Rapporteur will finalise the second Draft of the Report within 10 working days of each meeting.
- iii. The Secretariat shall circulate the Draft report and await comments from participants no longer than 5 working days before transmitting a Final Report to the ACS Membership.

4:00pm

XI. Closing Ceremony

- Closing remarks from the Chair of the Special Committee for Sustainable Tourism
- Closing Remarks by the Association of Caribbean States

5:00pm

Social/Cultural Activity

With the Compliments of the Tourism Development Company of Trinidad and Tobago