

## **INFORMATION NOTE FOR PARTICIPANTS**

### **THE CARIBBEAN REGIONAL PREPARATORY MEETING FOR THE THIRD INTERNATIONAL CONFERENCE ON SMALL ISLAND DEVELOPING STATES (SIDS) KINGSTON, JAMAICA, 2 - 4 JULY 2013**

#### **1. MEETING VENUE**

The Caribbean Regional Preparatory Meeting for The Third International Conference on Small Island Developing States will be held in Kingston, Jamaica from 2 - 4 July 2013.

The meeting will be held at:

***The Jamaica Pegasus Hotel***

*81 Knutsford Boulevard, Kingston 5, Jamaica, WI*

*E-mail: [info@jamaicapegasus.com](mailto:info@jamaicapegasus.com)*

*Tel: +(876)926-3691-9*

*[www.jamaicapegasus.com](http://www.jamaicapegasus.com)*



#### **2. REGISTRATION**

Letters dated 17 May 2013 have been sent to invited Governments. A registration form and an official nomination for Government representatives should be submitted for all delegates in advance of the meeting by fax or email to Ms. Emnet Bekele, at [bekelee@un.org](mailto:bekelee@un.org), or fax: 1-212-963-4260 and copied to Mr. Edwin Perez, at [perez7@un.org](mailto:perez7@un.org), or fax: 1-212-963-4260 and Lt. Col. (ret'd) Oral Khan at [sids.caribbean@mwlecc.gov.jm](mailto:sids.caribbean@mwlecc.gov.jm).

Invitation letters are also being sent to non-governmental organizations (NGOs) and to intergovernmental organizations.

Questions regarding registration should be directed to [bekelee@un.org](mailto:bekelee@un.org).

#### **3. OFFICIAL OPENING FOR THE CARIBBEAN REGIONAL PREPARATORY MEETING**

Official opening for the meeting will take place at 8.30 a.m. on Monday, 2 July 2013. The formal sessions of the meeting are planned to be held daily from 9a.m. to 1 p.m. and from 2:30 p.m. to 6 p.m. For more information, please refer to the provisional agenda which will be made available shortly.

#### **4. LANGUAGES**

Interpretation services for the meeting will be provided in English and Spanish. Some information documents for the meeting may be available in English only.

#### **5. HOTEL ACCOMMODATION**

Block rooms have been reserved for participants at the Jamaica Pegasus Hotel at preferential rates. Participants are required to make their own reservations directly with the hotel using the attached reservation form (*room rates are applicable from 1-5 July 2013*). The completed form should be sent via fax (+ 876 929 0593) or email ([reservations@jamaicapegusus.com](mailto:reservations@jamaicapegusus.com)) to the hotel. Participants are encouraged to make their hotel reservations as soon as possible, but no later than **24 June 2013**.

#### **6. TRANSPORTATION**

All flights should terminate at the Norman Manley International airport ([www.nmia.aero/](http://www.nmia.aero/)), which is approximately 24km (15 miles) from the Jamaica Pegasus Hotel. Assistance can be provided to arrange for round trip airport transfers with JUTA Tours between the airport and the hotel. If such assistance is required, participants are asked to send information pertaining to the date and time of arrival as well as airline via email to [sids.caribbean@mwlecc.gov.jm](mailto:sids.caribbean@mwlecc.gov.jm). Participants are required to pay JUTA Tours directly for their airport transfers.

#### **7. VISA ARRANGEMENTS**

Participants are responsible for obtaining their own visa(s) if required. Please also ensure that you are in possession of any necessary transit visas, depending upon your final itinerary. Please contact the nearest Jamaican Embassy or Consulate for further information.

#### **8. INSURANCE**

Participants are expected to make their own arrangements for insurance against accidents, if so desired.

#### **9. NAME & CONTACT DETAILS OF LOCAL ORGANIZER**

Lt. Col. (ret'd) Oral Khan  
Chief Technical Director  
Ministry of Water, Land, Environment and Climate Change  
25 Dominica Drive, Kingston 5, Jamaica  
Tel: (+876) 926-1590  
Email: [sids.caribbean@mwlecc.gov.jm](mailto:sids.caribbean@mwlecc.gov.jm)

#### **10. GENERAL INFORMATION ABOUT JAMAICA**

- LANGUAGE: English is the official language of Jamaica.
- TIME ZONE: Standard time zone is (GMT - 5 hours).
- CURRENCY AND RATE OF EXCHANGE: The official currency of Jamaica is the Jamaican Dollar (JMD). The average exchange rate is 1 Euro = 128 JMD and 1 USD = 99 JMD as of 27 May 2013. Major credit cards are accepted in most hotels and restaurants in Kingston.
- AVERAGE TEMPERATURES in Kingston during the period of the meeting are expected to range between 25°C to 31°C. The weather is expected to be sunny on most days in July.
- ELECTRICITY: Jamaica has a voltage of 110 - 120 Volts (Plug/socket: A & B). You may need to bring a plug adaptor and/or current transformer.