



Convention on Biological Diversity

Distr.
GENERAL






20 July 2012

ENGLISH ONLY

REGIONAL WORKSHOP FOR CARIBBEAN REGION
ON UPDATING NATIONAL BIODIVERSITY
STRATEGIES AND ACTION PLANS
Port of Spain, Trinidad and Tobago, 5-7 September 2012

Information Note for Participants

QUICK LINKS (Control + click on icons for web page, click on page number to directly access text in document)


Visa Information (page 3)

Meeting Documents (page 2)

Hotel Information (page 3)

Weather Information (page 4)

Currency Information (page 5)

IMPORTANT INFORMATION

1.	OPENING AND REGISTRATION.....	2
2.	VENUE	2
4.	DOCUMENTS	2
5.	GENERAL INFORMATION ON ACCESS .TO PORT OF SPAIN, TRINIDAD AND TOBAGO .	2
6.	VISA INFORMATION	3
7.	HOTEL INFORMATION	3
10.	WEATHER AND TIME ZONE INFORMATION	4

1. Opening and registration

The Regional Workshop for Caribbean region on Updating National Biodiversity Strategies and Action Plans will be held from 5 - 7 September 2012 in Port of Spain, Trinidad and Tobago.

The meeting will start at 9:00 a.m. on Wednesday, 5 September 2012, and registration will take place at the venue of the meeting at 8:30 a.m. the same day.

2. Venue

The meetings will be held at:

Hyatt Regency Trinidad Hotel

1 Wrightson Rd.

Port of Spain, Trinidad, W.I.

Tel: +1 868 623 2222

Fax: +1 868 821 6401

E-mail: trinidad.reservation@hyatt.com

Web-site: www.trinidad.hyatt.com

3. Working language of the meeting

The meeting will be held in English.

4. Documents

Participants are kindly reminded to bring their own copies of the documents for the meeting as there will be no extra copies made available on site during the meeting. Documents are available on the Secretariat's web site at:



<https://www.cbd.int/doc/?meeting=RWNBSAP-CAR-02>

5. General information on access to Port of Spain, Trinidad and Tobago



Port of Spain is serviced by Piarco International Airport (about 32 km southeast of the city of Port of Spain).

Please note that there is a Departure Tax of TT\$ 100 (Trinidad and Tobago dollar) (about US \$17) for all passengers leaving Trinidad and Tobago, please check as it may be included in your airline ticket. Payment can be made in cash or by credit card.

More information is available on the web site of the Piarco International airport:
<http://www.piarcoairport.com/>

6. Visa information



Participants from Caribbean countries listed below require an entry visa for Trinidad and Tobago and are strongly advised to contact the nearest Trinidad and Tobago diplomatic or consular mission **as soon as possible** in order to secure the required entry visa in a timely manner, prior to departure.

Business travellers and tourists must produce passports valid for three months longer than the intended stay and a return ticket, for entry into Trinidad and Tobago. For tourism and business related visits of up to 90 days, visas are not required for citizens of the United States, Caricom (except Haiti), European Union and British Commonwealth with the exception of the following countries:

European Union

- * Czech Republic
- * Estonia
- * Hungary
- * Latvia
- * Lithuania
- * Poland
- * Slovakia
- * Slovenia

British Commonwealth Countries

- * Australia
- * Cameroon
- * India
- * Mozambique
- * New Zealand
- * Nigeria
- * Papua New Guinea
- * South Africa
- * Sri Lanka
- * Tanzania
- * Uganda

Travellers from countries outside the United States and European Union must hold a passport valid for six months past their travel date, a return ticket and valid visa for entry into Trinidad and Tobago. Applications for entry visas must be submitted to a Trinidad and Tobago Mission abroad or where there is no office, to a British Embassy or Consulate in a non-Commonwealth country.

Information on visa procedures can be found at the following link: <http://gotrinidadandtobago.com/travel-information/>, a list of relevant Trinidad and Tobago Diplomatic/consular missions abroad, is available on the web site of the Trinidad and Tobago Ministry of Foreign Affairs at: http://www.foreign.gov.tt/representatives/tt/diplomatic_missions/.

To facilitate the issuance of visas, the Secretariat will issue upon request visa assistance letters to be attached to the visa applications.

7. Hotel information

Sponsored participants

A block booking has been made on behalf of sponsored participants at the Hyatt Regency Trinidad Hotel. The bookings are made according to the flight itineraries provided by the Secretariat. Any extras, such as telephone, room upgrade, bar, laundry, e-mail, restaurant, etc. are at participants own cost and must be settled upon checking out.

Non-sponsored participants

Non-sponsored participants may wish to avail themselves of the accommodation at the rate of US \$159.00 for a single room including breakfast and internet service. Please contact the hotel directly for your reservations:

Hyatt Regency Trinidad Hotel

1 Wrightson Rd.

Port of Spain, Trinidad, W.I.

Tel: +1 868 623 2222

Fax: +1 868 821 6401

E-mail: trinidad.reservation@hyatt.com

Web-site: www.trinidad.hyatt.com

Further information on accommodation and tourism in Trinidad and Tobago can be found at the following link: <http://gotrinidadandtobago.com/>



8. Payment of the Daily Subsistence Allowances (DSA)

Sponsored participants will receive the relevant portion of their DSA on the first day of the meeting.

9. Official language in Trinidad and Tobago

English is the official language in Trinidad and Tobago:

10. Weather and time zone information

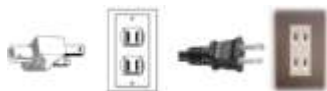


In September, temperatures in Port of Spain usually range between a maximum of +32°C in the daytime and a minimum of +23°C at night. Weather conditions can be found at the following link: <http://www.worldweather.org/027/c00100.htm>

The standard time zone in Trinidad and Tobago is GMT/UTC – 4 hours.

11. Electricity

The electrical current in Trinidad and Tobago is 115 Volts, 60 Hertz as shown in the illustration below.



12. Currency

The currency in Trinidad and Tobago is the Trinidadian dollar (TTD). The current exchange rate as at 20 July is US \$1 = TT \$6.35 and 1 € = TTD \$7.77.

13. Disclaimer

The CBD Secretariat disclaims all responsibilities for medical, accident and travel insurances, for compensation for death or disability compensation, for loss of or damage to personal property and for any other losses that may be incurred during travel time or the period of participation. In this context, it is strongly recommended that participants will secure international medical, accident and travel insurances for the period of participation prior to departure.
