

ATTACHMENT

GENERAL INFORMATION

1. Event Venue and Dates

The Seventh Eastern Caribbean Network Technical Group (E/CAR/NTG/7) and Fifth Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/RD/5) Meetings will take place from 17 to 18 October 2016 and the Third Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/3) Meeting will be held from 19 to 21 October 2016, at the at the OTI Hotel and Resort located at Wigley Avenue, Fortlands, Basseterre, St. Kitts.



2. Name of the Meeting's Coordinator and Assistant, Address and Contact Numbers

*Mr. Royston Griffin
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Ministry of Foreign Affairs and Aviation
Government Headquarters
Church Street
Basseterre, St. Kitts
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3. Participants Registration

Delegate registration will take place on Monday, 17 October 2016, from 08:30 to 09:00 hours.

4. Opening Ceremony

The opening ceremony will take place on Monday, 17 October 2016, from 09:00 to 09:30 hours.

5. Accommodation

The recommended hotel is the following:

OCEAN TERRACE INN

Address: Wigley Avenue, Fortlands, Basseterre, St. Kitts
Telephone: + 1 (869) 465-2754
Fax: + 1 (869) 465-1057
Website: <http://www.oceanterraceinn.com>

The hotel has offered a rate of **US\$164.70** + inclusive of all taxes and breakfast as a special rate for the workshop.

6. Money exchange

The Eastern Caribbean Dollar (ECD) is the national currency. The exchange rate is 1 USD= ECD 2.67.

7. Commercial Banking Hours

Banking hours are generally from 8:00 a.m. – 2:00 p.m., Monday to Thursday. On Fridays, banks open from 8:00 a.m. until 4:00 p.m. Banks are within close proximity of the training site.

8. Hospitals

If necessary, emergency services are available in Saint Kitts at the Joseph N France General Hospital, for more information enquire at your hotel

9. Commercial Working Hours

General store opening times are 8:30 to 18:00 hours approximately, with supermarkets until 20:00 hours.

10. Electricity

110 and 220 volts available. If higher voltage is required, please request information at hotel registration.

11. Visa

Refer to the following link:

<http://www.foreign.govt.kn/travel/countries-that-need-visas-to-travel-to-st-kitts-and-nevis>

For the visa application, visit: <https://evisa.gov.kn/evisa-prod/>

12. Other Useful Information

The Value Added Tax (VAT) is a 17% tax added to goods and services. The prices displayed in stores are deemed to include the VAT amount unless otherwise stated. For more detailed information, please visit the official tourism website of Saint Kitts and Nevis at: www.sknvat.com and www.stkittstourism.kn.

13. Documentation Link

The documentation for the Meetings is being posted on the ICAO NACC Office Website; participants should check our website frequently to download the documentation. **All participants must bring their own set of documentation (hard copy or electronically in a laptop) to the Meeting venue; there will be no hard copies available for distribution.**

<http://www.icao.int/NACC/Pages/Meetings.aspx>

Click on:

“Seventh Eastern Caribbean Network Technical Group (E/CAR/NTG/7) and Fifth Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/RD/5)” or

“Third Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/3) Meeting”