

Logistical Information

Meeting: Caribbean Safe School Ministerial Forum

Date: 3rd - 4th April, 2017

Meeting Location: Halcyon by Rex Resort

Contact: For general information related to the Forum:

Ms. Sandra Amlang

Programme Office
 UNISDR – Regional Office for the Americas
 Email: samlang@eird.org, Tel: +507 317 1120

Ms. Jeannette Mason

Knowledge Base Officer
 Ministry of Education, Science and Technology
 Antigua and Barbuda
 Email: masonfrancine@gmail.com, Tel: +1 268 463 5547

Ms. Gayle Drakes

Education and Training Specialist
 CDEMA
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For room reservation at the **Halcyon Cove (Rex Resorts)**:

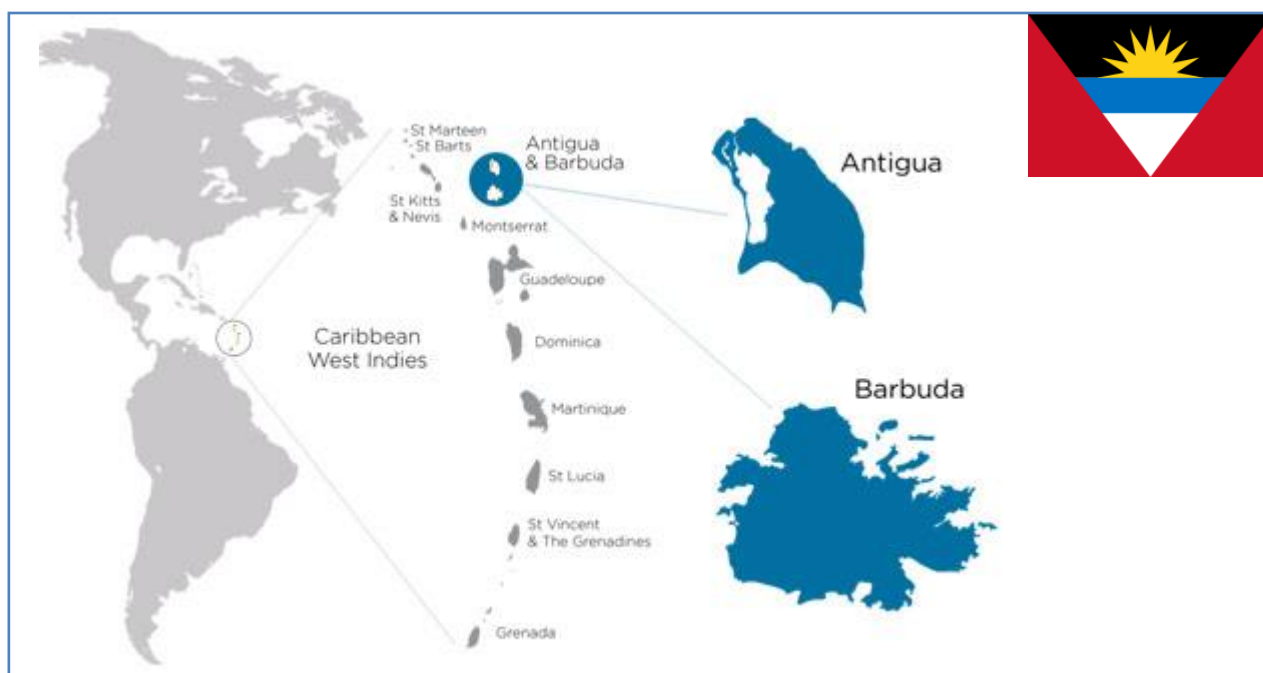
Mr. Renato Wilson

Hotel Accountant
 Email: accountant@hch.rexresorts.travel
 Tel: +1 268 736 6893

Alternatively, you can contact **Mr. Phil George**, Communications Officer in the Ministry of Education in Antigua and Barbuda who will transmit the information to hotel on behalf of the participants.

Email: philling21@gmail.com
 Tel: +1 268 464 7034

General information on Antigua and Barbuda



Antigua (pronounced An-tee'ga) and Barbuda is a twin-island country in the Americas, lying between the Caribbean Sea and the Atlantic Ocean. The country is located in the middle of the Leeward Islands in the Eastern Caribbean, roughly 17 degrees north of the equator. To the south are the islands of Montserrat and Guadeloupe, and to the north and west are Nevis, St. Kitts, St. Barts, and St. Martin.

Antigua, the largest of the English-speaking Leeward Islands, is about 14 miles (23 km) long and 11 miles (18 km) wide, encompassing 108 square miles (414 km²). Its highest point is Mount Obama (1319 ft., 402 meters), formerly known as Boggy Peak, located in the southwestern corner of the island. Barbuda, a flat coral island with an area of only 68 square miles (176 km²) lies approximately 30 miles (48 kms) due north. The nation also includes the tiny (0.6 square mile) uninhabited island of Redonda, now a nature preserve. The permanent population is approximately 81,800 (at the 2011 Census) and the capital and largest port and city is **St. John's**, on Antigua.



The currency is East Caribbean dollar (XCD): US \$ 1 = 2,69 XCD

Official currency is the Eastern Caribbean dollar which is fixed to the US dollar. Recent exchange rate was US\$1.00 = EC\$2.69. US currency, travelers checks and major credit cards are welcome everywhere. You may check <https://www.oanda.com/lang/es/currency/converter/> for more currency exchange information.

Taxes:

Antigua & Barbuda has a US\$28.00 (EC\$70.00) airport departure tax, a room tax of 8.5% and service charge of 10% (in lieu of tipping).

Tipping/Gratuities:

Same as in the US; 10-15% depending on the service. Some restaurants & hotels will automatically add a 10% gratuity. If in doubt, just ask. Give porters and bellhops 50 cents per bag, taxi drivers 10-15% of the fare.

Banks:

Antigua and Barbuda Development Bank, Antigua and Barbuda Investment, Bank Antigua Commercial Bank, Bank of Antigua, Bank of Nova Scotia, Barclays Bank PLC, Canadian Imperial Bank of Commerce, Caribbean Corporation Bank, Royal Bank of Canada, Swiss American National Bank of Antigua. Banking hours are Monday through Thursday from 8:00am to 1:00pm and again from 3:00pm to 5:00pm; Friday from 8:00am to 12:00pm, and 3:00pm to 5:00pm.

Time Zone

Local time is GMT -4.

Climate and Weather

Temperatures generally range from the mid-seventies Fahrenheit (24°C) in the winter to the mid-eighties Fahrenheit (29°C) in the summer. Annual rainfall averages only 45 inches, making it the sunniest of the Eastern Caribbean Islands, and the northeast trade winds are nearly constant, flagging only in September. Low humidity year-round.

SPECIAL CIRCUMSTANCES: Like all Caribbean countries, Antigua and Barbuda can be affected by hurricanes and earthquakes. The hurricane season in the Caribbean normally runs from June to November. You should monitor local and international weather updates from the World Meteorological Organisation and the US National Hurricane Centre and follow the advice of the local authorities. Earthquakes are a potential threat and tremors are felt occasionally in the Caribbean. In the event of an earthquake, you should follow the advice of the local authorities.

General information about natural hazard preparedness is available via the Internet from the U.S. Federal Emergency Management Agency (FEMA) at <http://www.fema.gov/>. You should monitor local and international weather updates from the <http://nods.gov.ag/>, [World Meteorological Organisation](#), or <https://www.wunderground.com/global/AT.html>

As the Caribbean is prone to vector borne diseases (Dengue, Zika and Chikungunya), we encourage you to visit the PAHO website www.paho.org for the latest disease outbreak updates and travel advice prior to your travel.

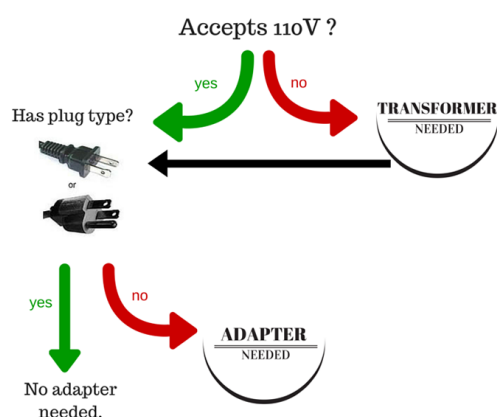
Electricity

Part of the island is 110 volts, the remainder is 220 volts. Most hotels have both voltages available. Standard plug types in Antigua and Barbuda are:

- Flat blade (2 flat blades)
- Flat blades with round grounding pin

If traveling from North America you should be able to use your appliances without any problems, however if travelling from UK & Europe you may need adapters and transformers.

Do you need an adapter or transformer
when travelling to Barbados?



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Emergency Telephone Numbers

Fire: (268) 462-0044

Police: (268) 462-0125/999

Ambulance: (268) 462-0251

Coast Guard: +1 (268) 462-0671 / Ch 16

All Emergencies: 999 or 911

Medical Facilities

Mount St. John's Medical Centre, Michael's
Mount, St. John's, Antigua

Tel: (268) 484-2700

Fax: (268) 484-2955

Adelin Medical Centre, P.O. Box 1123, Fort
Road, St John's, Antigua

Tel: (268) 462-0866

Fax: (268) 462-2386

Hannah Thomas Hospital, Barbuda

Facilities: 8-bed mainly outpatient facility.

Spring View Hospital, Barbuda

Tel: (268) 460-0409.

Visas

All visitors to Antigua and Barbuda must have an onward or return ticket. Citizens of United States, United Kingdom and Canada¹ citizens do not require a visa to enter Antigua and Barbuda and must travel on a valid passport.

Persons visiting are permitted to stay as long as their business takes, provided that:

- this is no longer than six months
- they have an onward or return ticket
- they have confirmation of accommodation
- they can produce evidence of their ability to maintain themselves in Antigua and Barbuda

[Click here](#) for more Visa Information.

Documentation required when applying for a visa:

1. Valid passport (with minimum life of six months)
2. One completed application form
3. Confirmation of travel (return or onward ticket or E-ticket)
4. Two (2) passport-size photographs (in color)
5. Fee of \$50.00 or \$75.00 (see below for details)

Accommodation



The Halcyon Cove (Rex Resorts)

Dickenson Bay

St John's Parish, Antigua

Antigua & Barbuda

Tel.: +1 268-462-0256

Web: <http://www.rexresorts.com/antigua/antigua-resort-halcyon-cove-by-rex-resorts/>

The Caribbean Safe School Ministerial Forum will be held in the Halcyon Cove Hotel. The hotel is located directly on the fabulous beach Dickenson Bay, one of the most beautiful beaches in the entire Caribbean. The airport is a 20 minute drive from the hotel and provides free Wi-Fi.

The stay at the hotel will be all-inclusive, including: Full buffet breakfast, lunch, afternoon tea and dinner; A choice of Caribbean cocktails; Local beers, soft drinks, house spirits and house wines; Daytime tennis and daily activities; Regular evening entertainment and Taxes and tips.

Evenings at this all-inclusive Antigua hotel are enjoyable, with delicious food and authentically Caribbean entertainment. The Halcyon Cove boasts the a la carte restaurant Warri Pier, located on

¹U.S. , Canadian and U.K. nationals require proof of citizenship--a valid passport, original or certified birth certificate. U.S. residents and others should contact the nearest tourist office for entry requirements.

its own pier overlooking the ocean. After dining in the Arawak Terrace Restaurant, the lively Lobby Bar and beachfront Carib Bar has plenty of entertainment for you to enjoy the evening.

It is recommended to stay in the **The Halcyon Cove** which is the venue of the Forum. A special group rate is offered by the **The Halcyon Cove** for the Forum participants:

- Single accommodation on Bed and Breakfast: 100 USD
- Double accommodation on Bed and Breakfast: 140 USD

Reservation

Please contact Mr. Renato Wilson, Hotel Accountant in order to make your reservation. He can be reached directly at accountant@hch.rexresorts.travel or his cell contact [1-268-736-6893](tel:1-268-736-6893).

Alternatively, you can contact Mr. Phil George, Communications Officer in the Ministry of Education in Antigua and Barbuda (Email: philling21@gmail.com, Tel: +1 268 464 7034) who will transmit the information to hotel on behalf of the participants.

Per Diem

Participants sponsored by the organizers will receive a daily subsistence allowance (DSA) for the Forum days according to the rules established by the United Nations. The DSA shall cover lodging, meals, transfers and miscellaneous. Terminal expenses will be given for the airport transfer in the home country.

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Arrival and Departure

Please share your itinerary at least a week before the conference so that the airport transfer can be arranged. This service will be kindly provided by the Ministry of Education in Antigua and Barbuda. In case, the itinerary will be received late, participants will be kindly requested to arrange for the transport from the airport to the hotel.

Getting Around Antigua

Taxis

Taxis are available throughout Antigua. Fares between the airport, harbour, and many hotels and destinations are fixed and can be obtained upon arrival. Taxi drivers are also qualified as tour guides for sightseeing trips. Tour rates can be obtained beforehand through hotels.

Buses

There is some local bus service; schedules and routes can be obtained through the hotels.

Registration for the workshop

Please confirm your participation to Jeannette Mason (masonfrancine@gmail.com) and Sandra Amlang (samlang@eird.org).

On-site registration will take place in the morning of 3rd April 2017 from 8:30 a.m.

Meeting room

The meeting venue is the **Halcyon Cove in Antigua** with the meeting being held in the room **Ciboney**. Please follow the directions provided in the hotel.

Information regarding the Workshop

Session concept notes and other relevant documents can be found on the workshop website: <http://eird.org/americas/safe-school-forum/>

Food and Beverages

Breakfast is included in the hotel price if you are staying at the **The Halcyon Cove**.

Coffee breaks will be provided during the days of the forum.

Lunch will be provided on the workshop days.

Dinner will be covered by each participant.

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Security

Antigua & Barbuda is relatively crime free, but exercise normal precautions; i.e. don't leave valuables unattended in rental cars or on the beach. Most visits are trouble-free, however you should maintain at least the same level of personal security awareness as you would in a European or USA city. Don't carry large amounts of cash or jewellery. If possible, leave valuables and travel documents in a safety deposit box or hotel safe. You should check that the hotel safe is securely fixed before using it to store your items.

Local Laws and Customs

- Appropriate Attire: Informal, but conservative. Beach attire is appropriate for the beach but not town, shops or restaurants. Some hotels and restaurants stipulate jacket and tie for men and dresses for women in the evening.
- There are severe penalties for all drug offences. Pack all luggage yourself and don't carry anything through customs for anyone else.
- It's an offence for anyone, including children, to dress in camouflage clothing.
- Offensive language and resisting arrest are offences in Antigua, and can attract disproportionately heavy fines.