



Caribbean Regional Preparatory Meeting of Small Island Developing States (SIDS)

for the

4th International Conference on SIDS

**Kingstown,
Saint Vincent and the Grenadines**

8-10 August, 2023



INFORMATION

1. ARRIVAL AND DEPARTURE

Participants will arrive and depart at the Argyle International Airport (AIA), which is located just over 5 miles from the capital, Kingstown.

2. LOCATION AND VENUE

The Caribbean Regional Preparatory Meeting for the Fourth Conference of Small Island Developing States (SIDS 4+) will be held at the University of the West Indies, open campus, Murray Road, Kingstown, Saint Vincent and the Grenadines.

3. SOCIAL EVENTS

There will be a welcome cocktail reception on 7 August, 2023 at 7:00 p.m. at the Official Residence of the Prime Minister. Shuttle service will be provided.

There will be an excursion by boat on the afternoon of 10 August, 2023 following the close of the meeting. Attire should be comfortable and relaxed.

4. REGISTRATION OF PARTICIPANTS

Registration of participants and distribution of name tags will commence at 8:30 a.m. on Tuesday, 8 August 2023, at a dedicated desk outside the Hall, of the University of the West Indies, open campus.

5. LANGUAGE

English will be the working language of the Meeting.

6. DOCUMENTATION

Background documents will be available electronically for review, and will be made available at <https://sdgs.un.org/smallislands/regional-preparatory-meeting-caribbean-region>

7. HOTEL RESERVATIONS

Participants should secure and finalize their reservations at the recommended hotels, located in the Villa and Kingstown areas, at the earliest convenience, for the period Monday, 7 August 2023 (official date of arrival) to Friday, 11 August 2023 (official date of departure).

Reservations can be made using the booking code **SVGSIDS-AUG2023**. The hotels as circulated are as follows-

Recommended Hotels: Young Island Resort, Blue Lagoon Hotel & Marina, Grenadine House, La Vue Boutique Hotel & Beach Club, Mariners Hotel, Paradise Beach Hotel

Additional Hotels: Myah's Hotel

Participants are responsible for all costs incurred during their stay at the respective hotels and payment must be made directly to the hotels.

8. DAILY SUBSISTENCE ALLOWANCE

Please refer to the UN Travel Note which is attached.

9. TRANSPORTATION

Official airport taxis will be available for booking at the taxi stand upon arrival in Saint Vincent and the Grenadines. Approved fares for travel from AIA to the Villa area range from USD 25- USD 34 for regular and after-hours rates. Approved fares from AIA to Kingstown are USD 31 – USD 45 for regular and after-hours rates. Participants are advised to use **only** Official Airport taxis for their ground transportation needs.

Daily shuttle services will be provided between the recommended hotels and the meeting venue.

Transportation will be made available for departure from Saint Vincent and the Grenadines on 11 August 2023. Participants wishing to avail themselves of this service are requested to forward a copy of their E-ticket and hotel booking information to the following email addresses, by 4 August 2023:

- Ms. A. Jones Email: aliaka.jones@gov.vc
- Ms. J. Drayton Email: janeeldrayton@svgmission.org

10. LUNCH AND COFFEE SERVICE

Two (2) scheduled coffee services and a buffet lunch will be offered on each day of the Meeting. In case of any special dietary requirements, please inform focal points listed below at paragraph 18, by 3 p.m. Thursday 3 August, 2023.

11. CURRENCY AND CREDIT CARDS

St. Vincent and the Grenadines utilises the Eastern Caribbean Dollar (XCD). The current rate of exchange for USD is approximately USD 1= 2.7169 XCD. Foreign currency can be exchanged at banks; however, the US Dollar is widely accepted. All major international credit cards are generally accepted in hotels, shops and restaurants.

12. CLIMATE AND MEETING ATTIRE

Meeting attire is business casual.

13. INTERNET

Wi-Fi access will be available at the meeting location and at the hotels.

14. BUSINESS HOURS

Business hours are Monday through Friday from 8:00 a.m. to 4:00 p.m. and on Saturday from 8:00 a.m. to 12:00 p.m.

15. ELECTRICITY SUPPLY

The voltage is 220 volts- 50 cycles. Most hotels are equipped with 110 and 220-volt outlets.

16. VISA REQUIREMENTS

Nationals of Afghanistan, China, Dominican Republic, Haiti, Iran, Iraq, Lebanon, Nigeria, and Syria are required to submit applications for entry visas which, if approved, will be issued ahead of entry into St. Vincent and the Grenadines.

All participants whose flight include 1 or more *transit* points are responsible for verifying the visa requirements for those countries.

For further queries on entry and exit requirements, please contact office.foreignaffairs@mail.gov.vc and svgmission@gmail.com.

17. HEALTH

Participants must be in good health and have medical insurance or a health care plan which would cover any medical emergency. Neither the Department of Economic and Social Affairs (DESA) nor the Government of St. Vincent and the Grenadines shall be held responsible or liable for medical expenses, accident and travel insurance, compensation for death or disability compensation for loss of or damage to personal property and for any other loss that may be incurred during travel time or the period of participation in the meeting. Medical personnel will be available at the conference venue and on-call at the recommended hotels.

18. FOCAL POINTS

The following persons have been designated as focal points for this Meeting, and will assist participants with any information or advice that may be required.

Government of St. Vincent and the Grenadines:

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