



ORGANIZATION OF AMERICAN STATES
Inter-American Council for Integral Development
(CIDI)



**TWENTY SECOND INTER-AMERICAN CONGRESS OF MINISTERS
AND HIGH-LEVEL AUTHORITIES OF TOURISM**

September 3 and 4, 2014
Bridgetown, Barbados

INFORMATION BULLETIN

PLACE AND DATE

The Twenty Second Inter-American Congress of Ministers and High-Level Authorities of Tourism will be held on September 3-4, 2014 at the following venue:

Hilton Barbados Resort
Needham's Point, St. Michael
Bridgetown, BB11000
BARBADOS, W.I.
Phone: (246) 426-0200
Fax: (246) 434-5770
www.hiltonbarbadosresort.com

NATIONAL COORDINATING OFFICE

**Ministry of Tourism and International Transport
Lloyd Erskine Sandiford Centre
Two Mile Hill
St. Michael
BARBADOS**

CONTACT: Mrs. Nicole Taylor
Phone: (246) 430-7547
Email: taylorn@tourism.gov.bb
Fax: (246) 436-4828

TRANSPORTATION

Participants are responsible for making their own air travel arrangements to Barbados. The Government of Barbados will provide ground transportation from airport to hotel and Conference Centre and return, or the period September 2 to 6, 2014. Please note that transportation will only be provided to/from hotels listed under "hotel accommodation" in this information note.

SPOUSES/PARTNERS

There is no spousal programme.

HOTEL ACCOMMODATION

A number of rooms have been secured at the following hotels:

HOTEL	PREFERENTIAL RATE (US \$)	EMAIL / WEBSITE
<p>COURTYARD MARRIOTT</p> <p>Address: Garrison Historic Area, Hastings, Christ Church</p> <p>Tel: (246) 625-0000</p> <p>Contact: Tawania S.A Hinds</p>	<ul style="list-style-type: none"> • Single or double occupancy \$145.00 <p>Includes breakfast and is subject to 7.50% VAT and 10% Service Charge</p> <p><u>Book your group rate: Ministry of Tourism >></u></p> <p><i>Rates available until August 20, 2014. Best available rates after this period.</i></p>	<p>Email: tawania.hinds@courtyard.com</p> <p>Website: www.courtyardbarbados.com</p>
<p>HILTON BARBADOS RESORT</p> <p>Address: Needham's Point, St. Michael</p> <p>Tel: (246) 426-0200</p> <p>Fax: (246) 434-5792</p> <p>Contact: Michelle Dawson</p>	<p>Tax rate is 17.5%</p> <ul style="list-style-type: none"> • Executive Suite - \$311.38 • Executive Room - \$252.63 (inclusive of taxes and continental breakfast served in the Executive Lounge) • Standard Room - \$193.88 (inclusive of full buffet breakfast served in the Lighthouse Terrace Restaurant) <p><i>Rates available until August 20, 2014. Best available rates after this period</i></p>	<p>Email: michelle.dawson@hilton.com</p> <p>Email: reservations.barbados@hilton.com</p> <p>Website: www.hiltonbarbadosresort.com</p>
<p>INFINITY-ON-THE-BEACH</p> <p>Address: St. Lawrence Gap, Christ Church</p> <p>Tel: (246) 623-0000</p> <p>Contact: Melissa August</p>	<p>Double occupancy are subject to 7.5% VAT</p> <ul style="list-style-type: none"> • Penthouse - \$259.00 • Superior Ocean View - \$175.00 • One Bedroom Ocean View – \$159.00 • Standard Ocean View - \$119.00 • One Bedroom Pool View - \$149.00 • Standard Pool View - \$109.00 <p>Booking Code: OASIOB</p> <p><i>Rates available until August 04, 2014. Best available rates after this period</i></p>	<p>Email: stay@infinityonthebeach.com guestservices@infinityonthebeach.com</p> <p>Website: www.infinityonthebeach.com</p>
<p>RADISSONAQUATICA RESORT</p> <p>Address: Aquatic Gap, St. Michael</p> <p>Tel: (246) 434-9920</p> <p>Fax: (246) 429-2400</p> <p>Contact: Tramaine Sargeant</p>	<ul style="list-style-type: none"> • Single occupancy - \$ 210.33 (includes breakfast and complimentary wireless internet) • Single occupancy room only rate – \$188.00 • Extra Person in Room - \$25.00 <p>All rates include 7.5% VAT and 10% Service charge</p> <p>Booking Code: OASCongress22</p> <p><i>Rates available until September 04, 2014. Best available rates after this period</i></p>	<p>Email: reservations@aquaticbarbados.com</p> <p>Website: www.radisson.com/barbados</p>

HOTEL	PREFERENTIAL RATE (US \$)	EMAIL / WEBSITE
<p>SAVANNAH BARBADOS</p> <p>Address: Hastings, Christ Church Tel: 417-6870 Ext 3863 Fax: (246) 228-4385</p> <p>Contact: Sherril Crichlow</p>	<p>Double occupancy:</p> <ul style="list-style-type: none"> • Plantation Room - \$200.00 • Deluxe Courtyard - \$220.00 • Deluxe Pool - \$240.00 <p>Single Occupancy:</p> <ul style="list-style-type: none"> • Plantation Room - \$230.00 • Deluxe Courtyard - \$250.00 • Deluxe Pool - \$270.00 <p>All rates are inclusive of taxes and breakfast</p> <p>Booking Code: OASCongress</p> <p><i>Rates available until August 20, 2014. Best available rates after this period</i></p>	<p>Email: sherril.crichlow@savannahbarbados.com</p> <p>Website: www.savannahbarbados.com</p>
<p>ISLAND INN (All-inclusive property)</p> <p>Address: Aquatic Gap, St. Michael Contact: Kavita Sandiford Tel: (246) 432-1385 Fax: (246) 432-5297</p>	<p>Single/Double occupancy rates in US \$</p> <ul style="list-style-type: none"> • Standard Garden/Courtyard room \$350.00 • Superior Garden - \$400.00 • Superior Pool View Room - \$415.00 • Junior Suite - \$460.00 • Extra person - \$120.00 <p>Special Group Rate:</p> <ul style="list-style-type: none"> • Standard Garden/Courtyard Room – \$300.00 • Superior Garden - \$350.00 • Superior Pool View Room - \$365.00 • Junior Suite - \$400.00 • Extra person - \$120.00 <p>Booking Code: OAS14</p> <p><i>Rates available until August 20, 2014. Best available rates after this period</i></p>	<p>Email: ksandiford@mangobaybarbados.com</p> <p>Website: www.mangobaybarbados.com</p>

Delegates are required to make their own reservations. Credit cards are needed to guarantee room reservations. Most hotels charge a penalty of one night's room rate for late cancellation of a room.

HOSPITALITY

Welcome Reception: **Hilton Barbados Resort, September 3, 2014 at 7:00 p.m.**

All participants are invited. Accompanying spouses/partners are also invited to attend the event.

VISA REQUIREMENTS

Nationals of the following OAS countries require visas to enter Barbados:

- | | |
|-----------------------|--------------|
| 1. Bolivia | 5. Guatemala |
| 2. Dominican Republic | 6. Haiti |
| 3. Ecuador | 7. Honduras |
| 4. El Salvador | 8. Paraguay |

Please note that Barbados is willing to waive the visa requirements for delegates of the countries listed above. To facilitate this, the delegate's name, scanned copy of their passport information and their travel itinerary, must be emailed to the national coordinator, Mrs. Nicole Taylor at taylorn@tourism.gov.bb **no later than August 20, 2014.**

All visa entry requirements for non-nationals can be found on the Barbados Immigration Department website www.immigration.gov.bb. Click on **Services** and then click on **visa entry (non-nationals)**.

In addition, you may contact the following office regarding the issue of visas:

Consulate-General of Barbados

150 Alhambra Circle, Suite 1000, Coral Gables, Florida 33134

Tel: (305) 442 1994; Fax: (305) 567 2844;

Email: Miami@foreign.gov.bb

Persons whose journey to Barbados originates from Washington, DC may obtain their visas from the Embassy of Barbados at Washington.

VACCINATIONS

Barbados currently requires yellow fever vaccinations for travellers coming from the following countries, which have risk of yellow fever transmission:

1. Angola	16. Equatorial Guinea	31. Panama
2. Argentina	17. Ethiopia	32. Paraguay
3. Benin	18. French Guyana	33. Peru
4. Bolivia	19. Gabon	34. Rwanda
5. Brazil	20. Gambia	35. Sao Tome and Principe
6. Burkina Faso	21. Ghana	36. Senegal
7. Burundi	22. Guinea	37. Sierra Leone
8. Cameroon	23. Guinea-Bissau	38. Somalia
9. Central Africa Republic	24. Guyana	39. Sudan
10. Chad	25. Kenya	40. Suriname
11. Colombia	26. Liberia	41. Togo
12. Congo	27. Mali	42. Trinidad and Tobago
13. Cote d'Ivoire	28. Mauritania	43. Uganda
14. Democratic Republic of Congo	29. Niger	44. United Republic of Tanzania
15. Ecuador	30. Nigeria	45. Uruguay
		46. Venezuela

REGISTRATION

The attached registration form (Appendix I) should be filled in and sent to the OAS by no later than **August 20, 2014**. On-line registration is available at <http://www.oas.org/eventregistrations/icmh/>. Late registration facilities will be available at the Hilton Barbados Resort on Tuesday, September 2 from 9:00 am to 5:30 p.m. For security reasons, all participants will be required to wear their I.D. during all

sessions. Participants will be required to produce an official photo ID, e.g. passport, in order to be issued a conference badge and kit containing the documents for the meeting.

Delegations, observers, and special guests are also asked to send their credentials, registration form, and any other correspondence regarding the meeting to:

Culture & Tourism Section
 Department of Economic and Social Development
 Organization of American States
 1889 F St. N.W., Washington D.C. 20006,
 E-mail address: tourismcongress@oas.org
Tel.: (202) 370-4707 or (202) 370-9082
Fax: 202-458-3561

The attached registration form (Appendix I) should be completed online or/and submitted to the OAS by **August 20, 2014** at the latest. Appendix 2 should be completed and returned to the National Coordinating Office listed above.

WORKING LANGUAGES AND DOCUMENTS

Simultaneous interpretation will be provided at the working sessions of the meeting in Spanish, French, Portuguese and English. Translation services will also be available on site.

COMMUNICATIONS

There will be a Delegates Lounge at the Hilton Barbados Resort which will be adequately equipped with computers and internet access. Kindly note that wireless internet will be available in the meeting room.

LOCAL TIME

The local time in Barbados is Eastern Central Standard time or -4GMT.

CURRENCY

Barbadian dollar.
 Exchange rate: US \$1.00 = Bds. \$1.98
 Major credit cards (Visa, MasterCard) are accepted in most commercial establishments.

WEATHER

Barbados' weather is mostly sunny and fair with warm days, cool winds and comfortable nights. Summer Business wear is advisable.

ELECTRICITY

The electricity in Barbados is 110 volts/50 cycles and 220 volts Hz.

MEDICAL ASSISTANCE

Medical care facilities will be available at the Hilton Barbados Resort for the duration of the meeting.

The OAS and the Government of Barbados do not accept liability for any eventualities concerning travel, sickness or accidents. Participants are therefore advised to make appropriate travel insurance arrangements.

SECURITY

The Barbados Royal Police Force will provide security on site for the duration of the meeting.

APPENDIX I / ANEXO I

**TWENTY SECOND INTER-AMERICAN CONGRESS OF MINISTERS AND HIGH-LEVEL
AUTHORITIES OF TOURISM**

**VIGESIMO SEGUNDO CONGRESO INTERAMERICANO DE MINISTROS Y
ALTAS AUTORIDADES DE TURISMO**

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September 3-4, 2014 / 3 y 4 de septiembre de 2014
Bridgetown, Barbados

REGISTRATION FORM / FORMULARIO DE INSCRIPCIÓN

<http://www.oas.org/eventregistrations/icmh/>

Country or Organization:/ País u Organización/

- PRINCIPAL REPRESENTATIVE / REPRESENTANTE TITULAR
- ALTERNATE REPRESENTATIVE / REPRESENTANTE SUPLENTE
- OBSERVER / OBSERVADOR/
- OTHER / OTRO

Personal Information/ Información Personal:

Last Name/ Apellidos:		First Name/Nombre:	
Designation/Cargo:			
Organization / Organización:			
Country / País:			
Telephone / Teléfono:	Fax:	Email / Correo Electrónico:	

Please send this form as soon as possible to the Culture and Tourism Section, Department of Economic and Social Development. Email: tourismcongress@oas.org / Favor enviar este formulario Departamento de Desarrollo Económico y Social / Tel: (202) 370-4707 or (202) 370-9082, Fax: (202) 458-3561.

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**VIGESIMO SEGUNDO CONGRESO INTERAMERICANO DE MINISTROS Y
ALTAS AUTORIDADES DE TURISMO**

.....
September 3-4, 2014 / 3 y 4 de septiembre de 2014
Bridgetown, Barbados

TRAVEL SCHEDULE FORM / FORMULARIO DE VIAJE

Last Name / Apellidos:		First Name / Nombre:	
Designation / Cargo:			
Organization / Organización:			
Country / País:			
Telephone: Teléfono:	Fax:	Email / Correo Electrónico:	

Arrival information / Información de llegada

Date of arrival / Fecha de llegada	Time of arrival / Hora de llegada	Airline and Flight No / Aerolínea y número de vuelo

Departure Information / Información de salida

Date of departure / Fecha de salida	Time of departure / Hora de salida	Airline and Flight No./ Aerolínea y número de vuelo

Name of hotel booked / Nombre del hotel reservado:
Please provide any other relevant information (eg. special transportation requirements, etc.) / Favor incluir información adicional relevante (Ej. Necesidades especiales de transportación, etc.)

Please send this form to \ Por favor enviar este formulario, Mrs. Nicole Taylor, Ministry of Tourism and International Transport, Llyod Erskine Sandiford Centre, Two Mile Hill, St. Michael, Barbados, send electronically to \ correo electrónico: taylor@tourism.gov.bb Fax: (246) 436-4828, Tel.: (246) 430-7547.