



UPDATED LOGISTICS NOTE

CARIBBEAN CENTRE FOR RENEWABLE ENERGY AND ENERGY EFFICIENCY (CCREEE): A SE4ALL CENTRE OF EXCELLENCE

REGIONAL VALIDATION WORKSHOP 21-22 JULY 2014

STATE HOUSE CONFERENCE CENTRE ROSEAU, COMMONWEALTH OF DOMINICA

Further information: workshop@ccreee.org, www.ccreee.org

On behalf of the Government of the Commonwealth of Dominica, the United Nations Industrial Development Organization (UNIDO), the Austrian Development Agency (ADA), the SIDS DOCK Secretariat and the Caribbean Community Climate Change Centre (CCCCC) welcomes all delegates to the Regional Validation Workshop for the CCREEE. In order to ensure that your visit to Dominica is pleasant and productive, we have prepared the following information on the Workshop and your stay in Dominica, for your perusal.

WORKSHOP INFORMATION

Date:	21-22 July 2014
Location:	State House Conference Centre, Roseau, Dominica
Meeting Purpose:	SIDS DOCK and UNIDO have launched a consultative preparatory process for the CCREEE. The Workshop will update participants on the preparatory process. This unique and strategic event is aimed at validating the need for the CCREEE, that will position itself as a regional coordination hub and think-tank for sustainable energy issues and activities in the Caribbean
Meeting Chairs:	H.E. Mr. Vince Henderson Ambassador Extraordinary and Plenipotentiary Permanent Representative Commonwealth of Dominica to the United Nations Chair, SIDS DOCK Steering Committee Dr. Pradeep Monga Director of the Energy and Climate Change Branch United Nations Industrial Development Organization (UNIDO)
Facilitators:	<ul style="list-style-type: none"> • UNIDO • Austrian Development Agency (ADA), • AETS-Consultants • ECOWAS ECREEE • SIDS DOCK Secretariat

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	<ul style="list-style-type: none"> • Caribbean Community Climate Change Centre (CCCCC) • Government of the Commonwealth of Dominica • SIDS DOCK Dominica National Coordinator
Accommodation:	<p>Garraway Hotel 1 Dame Eugenia Charles Blvd P.O. Box 789 Roseau, Commonwealth of Dominica Telephone: (767) 449 8800 Fax: (767) 449 8807/448 2720 Email: garraway@cwdom.dm Website: http://www.garrawayhotel.com</p> <p>The CCCCC has secured rooms for Self-funded participants, who will be responsible for making their own arrangements for accommodation, breakfast and dinner. <u>Please let the hotel staff know that you are attending the CCREEE Workshop to get the meeting rate.</u> The official check-in time is 3:00 p.m. and check out-time is 12:00 p.m.</p>
Meals:	Lunch as well as coffee breaks will be provided for all registered participants (funded and self-funded) during the meeting dates. All delegates will be responsible for dinner on all nights.
Ground Transportation:	<p>Representatives of the Government of the Commonwealth of Dominica and the CCCCC/SIDS DOCK Secretariat will be on-hand at the airport to assist delegates upon arrival.</p> <p>Self-funded participants have the option of indicating their travel itinerary to the CCCCC/SIDS DOCK Secretariat to facilitate on-the-ground transportation arrangements in Dominica. Self-funded participants are responsible for payment for transportation.</p>
Air Transportation Main Airport: Melville Hall Airport (DOM)	Self-funded participants will have to make their own travel arrangements
Visa & Immigration Requirements, Customs Regulations:	<p>Foreign nationals intending to visit Dominica for business, pleasure or study are required to have a valid passport from their country and to obtain a valid Dominican visa. The Ministry of National Security, Labour and Immigration, is responsible for the issuance of Visas. Dominican Visas may also be obtained through the various Dominican missions abroad. The Ministry of National Security, Labour and Immigration will be able to assist Nationals of countries requiring entry visas. <u>If you fall in this category and require visa assistance you are being asked to notify the SIDS DOCK Secretariat by 11 July 2014.</u></p> <p>The following persons do not need a visa to enter into the Commonwealth of Dominica:</p> <p>Persons from the following countries wishing to enter into the Commonwealth of Dominica for a period not exceeding six months: Countries in the Commonwealth of Nations, CARICOM member states, Austria, Bulgaria, Cyprus, Czech Republic, Estonia, Finland, Hungary, Latvia, Lithuania, Poland, Romania, Slovakia, Slovenia, United States of</p>

	<p>America</p> <p>Persons from the following countries wishing to enter into the Commonwealth of Dominica for a period not exceeding three months: Argentina, Belgium, Costa Rica, Denmark, France, Germany, Greece, Ireland, Israel, Italy, Japan, Luxembourg, Malta, Mexico, Netherlands (including Netherland Antilles), Norway, Portugal, Taiwan, South Korea, Spain, Suriname, Sweden, United Kingdom, Venezuela</p> <p>For more information, contact: Ministry of National Security, Labour and Immigration Labour Division 2nd Floor, Government Headquarters Kennedy Avenue Roseau Commonwealth of Dominica Telephone: (767) 266-3553 Fax: (767) 448-5200 E-mail: labourcommissioner@dominica.gov.dm</p>
Language:	<p>Dominica is an English-speaking island situated in the Eastern Caribbean between the two French speaking islands of Guadeloupe and Martinique. The official language spoken in Dominica is English although many Dominicans also speak a French dialect, Creole. Creole is not just a patois or broken French, but a language in its own right, with its own rules of grammar and syntax.</p>
Climate	<p>The climate on the island is tropical with temperatures ranging from 77 - 82 Fahrenheit. Moisture drifting with the Trade Winds across the Atlantic Ocean interacts with the topography and accounts for the abundance of the rainfall the island receives year-round. The “dry season” usually runs from January to May and the “wet season” from June to December. May and December are considered transition months.</p>
Currency:	<p>The Eastern Caribbean dollar (EC\$) is the island currency. US dollars are often accepted by taxi drivers and larger hotels – be sure when negotiating taxi fares that you are both talking about the same currency. Traveler’s checks can be exchanged in banks and in larger hotels without issue. Visa, American Express and MasterCard are widely accepted at hotels, car-rental agencies and high-end restaurants. You can get cash advances on your credit card through bank machines (provided your card has a security code or PIN). Also, bank cards that have either the Cirrus or the Plus symbol will usually work in bank machines. Scotiabank readily accept foreign cards and is available in Roseau. About 8% tax and 10% service charge are added to the bill at almost all hotels and restaurants.</p>
Meeting Dress Code:	<p>Business Casual Clothes</p>