



International Civil Aviation Organization

NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN OFFICE

**Nineteenth Meeting of Directors of Civil Aviation of the Eastern Caribbean
(19th E/CAR DCA)**

Bridgetown, Barbados, 6 to 9 December 2004

19th E/CAR DCA-IP/02

08/09/04

GENERAL INFORMATION

(Presented by the Secretariat)

1. Site and dates of the meeting

The working sessions of the 19th Eastern Caribbean Directors of Civil Aviation Meeting will take place at the Blue Horizon Hotel, Rockley, Christ Church, Barbados, from 6 to 9 December 2004.

2. Address and contact numbers

Mr. E. Anthony Archer

Barbados Civil Aviation

Address: Grantley Adams, International Airport, Christ Church, BARBADOS

Telephone: (246) 428-0930

Fax: (246) 428-2539

E-mail: civilav@sunbeach.net

3. Participants Registration

The delegates' registration will take place on Monday, 6 December 2004, from 08:30 to 09:00 hours.

4. Opening of the Workshop

The opening session of the 19th Eastern Caribbean Directors of Civil Aviation Meeting will take place on Monday, 6 December 2004 at 09:00 hours at the Conference Room of the Blue Horizon Hotel.

5. Temperature

During the month of December, the temperature in Barbados ranges from 23°C (76°F) to 31°C (87°F). The average humidity is 29%.

6. Money exchange

The Barbados Dollar is the national currency (\$1.00 US = \$2.00 BDS [approximately]). Preferably, after your arrival you may exchange some monies at local banks at the airport or in the city.

7. Credit cards

The international credit cards usually accepted in shopping centres, hotels and restaurants are: American Express (AMEX), Diners, MasterCard and Visa.

8. Lodging:

The suggested hotel, applying special fees to all participants of the Meeting, is the following:

HOTEL	SINGLE / DOUBLE ROOM
<i>BLUE HORIZON HOTEL</i>	<i>Single: US\$80.00</i> <i>Double: US\$100.00</i>

9. Hotel reservations

Tel. No. (246) 435-9473
 Fax: No. (246) 435-8153
 E-mail: bluehorizon@gemsbarbados.com

Participants **MUST** make their reservations directly with the hotel and **MUST** indicate that they are attending the 19th Eastern Caribbean Directors of Civil Aviation Meeting in order to enjoy the special rate. Bookings are to be confirmed by latest **18 October 2004**. Bookings after that date will be subject to availability due to high occupancy at the time.

10. Local transportation

The recommended methods of transportation are taxis.

11. Hospitals

If necessary, emergency services are available in Barbados, for more information inquiry at your hotel.

12. Commercial working hours

In the City from 08:00 to 16:30 hours approximately.
Banks, Monday to Thursday from 08:00 to 15:00 and on Fridays 08:00 to 17:00 hours.
In malls/shopping centres from 09:00 to 20:00 hours approximately

13. Electricity

110 Volts is the hotel standard. If 220 Volts are required, please request information at hotel registration.

15. Visa

To be verified at embassies and consulates missions in respective States.

16. Others

Tax charged to purchases is 15% and indicated as “inclusive” if already included in consumer prices. Tips in restaurants and related places are normally included in the bills. If not, then they are at your discretion. However, 10% is the norm.

The Airport departure tax is BDS \$25.00.