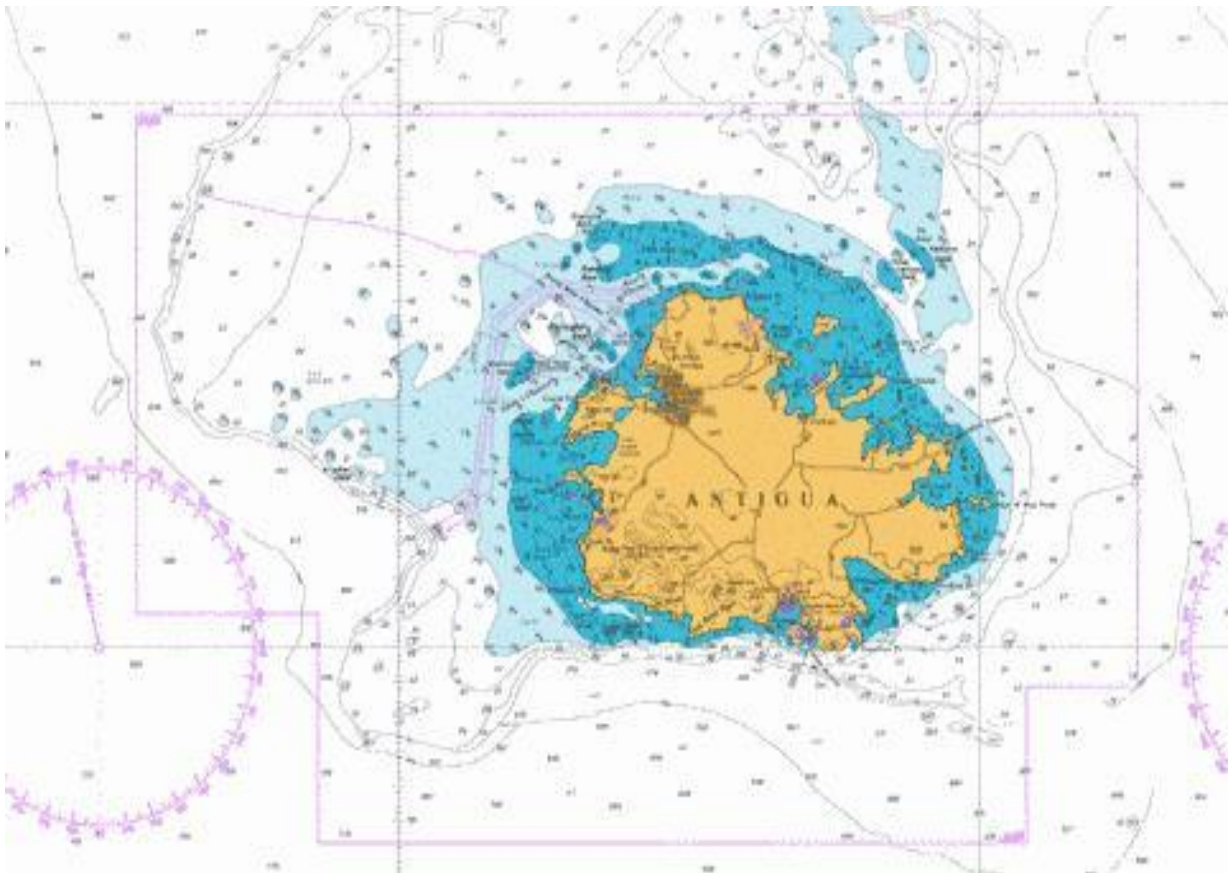




**16th MESO AMERICAN & CARIBBEAN
SEA HYDROGRAPHIC COMMISSION MEETING
JOLLY BEACH RESORT & SPA
St. Michael's, Antigua
December 8th – 12th, 2015**



ADMINISTRATIVE CIRCULAR

1. INTRODUCTION

The Antigua and Barbuda Department of Marine Services and Merchant Shipping warmly welcomes all delegates to the 16th meeting of the Meso American and Caribbean Sea Hydrographic Commission.

2. POINTS OF CONTACT

The points of contact for administrative and logistical matters are provided below:

Lt. Cdr. Wayne Mykoo

Manager Maritime Affairs & External Relations
Department of Marine Services & Merchant Shipping
Telephone Number: 1 (268) 462-1273
Cellular Number: 1 (268) 464-2468
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Ms. Katarina McGhie

HOD Intl. Maritime Policy & Business Development
Department of Marine Services & Merchant Shipping
Telephone Number: 1 (268) 462-1273
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Email Address: kmcghie@abregistry.ag

Mr. Hugh Mack

Maritime Affairs Officer
Department of Marine Services & Merchant Shipping
Telephone Number: 1 (268) 462-1273
Cellular Number: 1 (268) 764-1273
Email Address: hmack@abregistry.ag

3. DATE AND VENUE

Date: December 8th – 12th 2015
Venue: Jolly Beach Resort and Spa
St. Mary's, Antigua

Tel.: 1 (268) 462-0061
Fax: 1 (268) 562-2302
Email: reservations@jollybeachresort.com
Website: www.jollybeachresort.com

4. LANGUAGE

The main languages of the meeting will be English with a translation service to Spanish.

5. TRANSPORTATION

Transportation to and from the V.C. Bird International Airport will be provided courtesy of the Department of Marine Services and Merchant Shipping. On exiting the Customs Hall, there will be an ADOMS representative with a sign at the airport to meet all arriving delegates.

The bus and taxi rates below are in respect to journeys from Jolly Harbour to St. John's and back and also from Jolly Harbour to English Harbour and back.

Rates	One Way	Return
Bus (Public Transportation)		
Jolly Harbour to St. John's (Bus 20/22)	EC \$3.25/US \$1.25	EC \$6.50/US \$2.50
St. John's to English Harbour (Bus 17)	EC \$3.75/US \$1.50	EC \$7.50/US \$3.00
Taxi		
St. John's	EC \$67.50 /US \$25	EC \$108 /US \$40
English Harbour	EC \$121.50 /US \$45	EC \$243.00 /US \$90

6. TRAVEL INFORMATION

Delegates are asked to provide up to date flight information to the points of contact listed above by the latest Monday November 23rd, 2015.

7. ACCOMMODATION

Accommodation is available at the Jolly Beach Resort and Spa.

8. OPENING CEREMONY

The informal opening ceremony will be held during the cocktail party on Tuesday December 8th, 2015 from 7:00pm to 9:30pm in the Hammock Lounge. The plenary sessions will be held in the Hibiscus Room with the secretariat located just across the foyer. Lunch and breaks will be held in the Bocciolo Restaurant which is adjacent to the meeting room.

9. LIABILITY

The Department of Marine Services and Merchant Shipping will not be liable for personal accidents, losses or damage to personal property of the delegates. Delegates may arrange for personal insurance on their own if desired.

10. COUNTRY ENTRY REQUIREMENTS

All visitors are subject to Antigua and Barbuda rules and regulations for entry into the country. Delegates must be in possession of travel documents (passport and/or visa) that are recognized by the Department of Immigration.

Disembarkation/embarkation cards must be completed prior to arrival into Antigua and Barbuda. These cards can be obtained from the airline, or on board your Antigua bound flight. Passports must have a minimum of six months validity from their date of departure.

For more information on countries exempt from the Antigua and Barbuda visa please visit the following link:

<http://www.immigration.gov.ag/visa-services/countries-exempt-from-visa/>

11. GENERAL INFORMATION

11.1. Introduction to Antigua and Barbuda



Antigua (pronounced An-tee'ga) and Barbuda are 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 long and 11 miles wide, encompassing 108 square miles. Its highest point is Boggy Peak (1319 ft.), located in the southwestern corner of the island. Barbuda, a flat coral island with an area of only 68 square miles, lies approximately 30 miles due north. The nation also includes the tiny (0.6 square mile) uninhabited island of Redonda, now a nature preserve. The current population for the nation is approximately 68,000 and its capital is St. John's on Antigua.

11.2. Electricity

Most hotels including Jolly Beach Resort and Spa operate on 110 volts, 60 cycle (same as in USA and Canada).

11.3. Currency

The official currency of Antigua and Barbuda is the Eastern Caribbean Dollar which is fixed to the US dollar. The exchange rate is US\$1.00 = EC\$2.65. US currency, traveller's cheques and major credit cards are welcome everywhere.

11.4. Climate

Temperatures generally range from the mid-seventies in the winter to the mid-eighties in the summer (23-29 degrees Celsius respectively). 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.

11.5. Medical Facilities

DOCTORS, HOSPITALS & CLINICS

There are a host of general practitioners and specialists on the island, along with a very well equipped testing clinic.

Health care is generally considered to be adequate but many major conditions cannot be treated. It is best to check before booking if you or one of your party have a requirement for treatment while on holiday here.

There is a nurse on duty from 9:00 am – 5:00 pm and a doctor on call 24/7 for more serious ailments. The telephone book contains a listing for many doctors, dentists and eye care professionals.

MOUNT ST. JOHN'S MEDICAL CENTER

Mount St. John's Medical Centre located in St. John's is Antigua and Barbuda's main medical-care facility, providing casualty department, maternity, radiology, pathology laboratory, pharmacy, intensive care, surgery, children's ward, and special care unit for premature babies. The hotel will arrange transportation to the hospital should the need arise.

PHARMACIES

There are a large number of pharmacies on island concentrated in the city of St John's and most are open from 9am to 5pm, Monday to Saturday. However Ceco Pharmacy, popularly known as 'the 24 hour pharmacy' and located on High Street is open seven days a week 8.15am to midnight. They offer full prescription services. There are also pharmacies at Woods Shopping Centre and in Jolly Harbour.

INNOCULATIONS AND VACCINATIONS

No vaccinations are required unless the visitor is arriving from an endemic area. It is however worth checking with the World Health Organisation website in case of any changes to this information.

11.6. Related Websites

www.visitantiguabarbuda.com

www.antigua-barbuda.org

www.antiguanice.com

www.immigration.gov.ag

www.jollybeachresort.com