

MISC/2023/3/LogisticManual
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LOGISTIC MANUAL

- EVENT:** **1st Connectivity Conference of the Greater Caribbean
The Association of Caribbean States (ACS) and
the Collectivité Territoriale de Martinique (CTM)**
- DATES:** Wednesday 18th – Friday 20th October, 2023
- PLACE:** Complexe Hôtelier KARIBEA, Sainte-Luce, Martinique
- DRESS CODE:** Business
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GENERAL INFORMATION ABOUT MARTINIQUE

Martinique is an island located in the eastern Caribbean Sea. The island is an overseas region of France, and geographically is positioned in the Lesser Antillean region of the Caribbean Sea in between the islands of Saint Lucia and Dominica.

Martinique is a volcanic island with a length of around 50 miles (80 km) and a width



of 22 miles (35 km) giving it a total area of 1,128 sq. km. With an estimated population of 346,000 (2023 est.), Martinique is one of the most densely populated islands in the Lesser Antillean island chain. The capital is Fort-de-France, and the currency is the euro (€). The United States Dollar (USD) is roughly the equivalent of 1.1€.

Martinique is a powerhouse in terms of heritage and culture. Being the birthplace of famous French-Caribbean authors and intellectuals like Aimé Césaire, Joseph Zobel, Edouard Glissant, Frantz Fanon and Patrick Chamoiseau, Martinique's literary canon is deeply linked to the movements of Négritude and Créolité. Its gastronomy is similarly a captivating infusion of the contributions of Amerindian, European and African culinary tradition. Its linguistic reality reflects the wealth of its people: the official language is French, however a fascinating diglossia exists with Martinique French Creole (Kwéyòl). Tourism services and the agricultural sector dominate its economy.

Martinique is an overseas region of France, Emmanuel Macron, President of the French Republic, serves as Head of State. Nevertheless, there is an assembly with the power to rule on areas of competence specific to the Collectivité, the Assembly of the Territorial Collectivité of Martinique, and the territory is also represented in the National Assembly and Senate in Paris. It is also an outermost region of the European Union. Internationally, Martinique is a member in its own right of CELAC (the United Nations Economic Community of Latin American and Caribbean States), the OECS (Organisation of Eastern Caribbean States) and the ACS (Association of Caribbean States). Martinique is also about to become an associate member of the Caribbean Community (CARICOM).

With regard to its climate, Martinique’s geographical location facilitates warm and humid weather throughout the year. Its position in the Lesser Antillean arc allows it to be a convergence point for the north-east trade winds, which typically mitigates the heat. The dry season commences in December and ends in May, and the wet season dominates the remainder of the year. As the Conference is being held in October, it is advisable to bring an umbrella or raincoat for your stay. The average temperatures range between 21°C (from late night to dawn) and 31°C (daytime).

Please note that the time zone is AST (GMT - 4). For additional information about the island, visit: <https://www.france.fr/en/martinique/article/martinique-0>



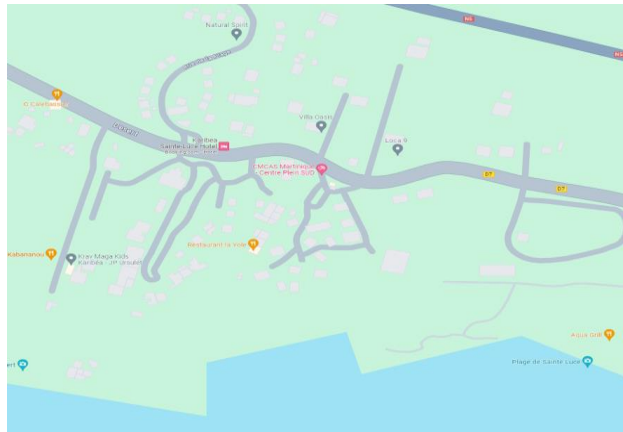
CONFERENCE VENUE

The Conference will be held at **Karibea Sainte-Luce Hotel, Martinique.**



The address is as follows:

**KARIBEA SAINTE LUCE HOTEL Desert,
Sainte-Luce 97228, Martinique**



Contact: +596 (0) 596 62 32 32

TIMES

The event is scheduled as follows:

Day 1	Wednesday 18th October, 2023 9:00 A.M - 5:45 P.M
Day 2	Thursday 19th October, 2023 9:00 A.M. - 6:00 PM
Day 3	Friday 20th October, 2023 8:00 A.M. - 12:00 PM

Please see the Draft Annotated Agenda attached to the email for more detailed information regarding the Programme for each day.

ACCREDITATION

Participants must register online for the conference by filling out the registration form via the following website: <https://conference-connectivite.site.calypso-event.net/>

Accreditation badges will be distributed at the venue on

- Tuesday 17th October, 2023: 12:00 pm – 8:00 pm
- Wednesday 18th October, 2023: 7:30 am - 9:00 am.

If you are experiencing difficulties with the accreditation process, please contact the ACS' and CTM's Protocol Office for support at protocol@acs-aec.org and action.internationale.CTM@collectivitedemartinique.mq.

ELECTRICITY IN MARTINIQUE

In Martinique the power plug sockets are of type C, D and E. The standard voltage is 220 V and the frequency is 50 Hz.

Check out the following pictures - for reference, when living in the United States of America, **you need a power plug adapter for sockets type C, D and E.**

- Your devices with plug A don't fit socket C, D or E.
- Your devices with plug B don't fit socket C, D or E



Type C: This socket also works with plug E and F



Type D: This socket has no alternative plugs.



Type E: This socket also works with plug C. Plug F will work if it has an additional pinhole.

FLIGHT INFORMATION

It is recommended that participants arrive **at least one day before** the first day of the events to take advantage of the full programme of events. Please note that the international airport of Martinique is **Martinique Aimé Césaire International Airport (FDF)**.

The airport is served by the following airlines:

AIRLINE	ORIGIN	COUNTRY/ TERRITORY	DIRECT FLIGHTS	RESERVATIONS
1. Air Caraïbes	Europe	France	Paris-Orly (ORY)	https://www.aircaraibes.com/
	Caribbean	Guadeloupe / Saint- Martin	Pointe-à-Pitre (PTP)	
2. Air France	Europe	France	Paris-Orly (ORY), Paris Charles de Gaulle (CDG)	https://www.aircaraibes.com/
3. Air France	Caribbean /South America	Miami/ Guadeloupe /French Guiana	Cayenne – Félix Eboué Airport (CAY) Miami (with stop)	
4. Corsair	Europe	France	Paris-Orly (ORY),	https://flycorsair.com
5. Sunrise Airways	Caribbean	Haití	Port-au-Prince (PAP)	https://sunrisedominicana.net/
6. Sky High	Caribbean	Cuba, Dominican Republic	José Martí International Airport (HAV), Las Américas (SDQ)	https://skyhighdominicana.com/en/

You will be asked to insert your flight information upon registration. If your itinerary is not confirmed upon registration, please send your itinerary to:

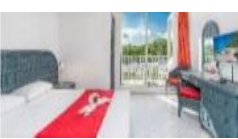



protocol@acs-aec.org and action.internationale.CTM@collectivitedemartinique.mq

ACCOMMODATION

Accommodation information at the hotel where the conference and ACS meetings will take place can be found on the following page. **PLEASE NOTE THAT ROOMS ARE SUBJECT TO AVAILABILITY.**

Karibea Hotel, Saint-Luce, Martinique :

PROMO
CODE
CCGC2023

RATES Connectivity Conference of the Greater Caribbean 2023					
PRICE PER ROOM AND PER NIGHT		KEY	PERIOD		
			From 15/10/2023 to 21/10/2023 (prices listed in local currency ; 1,00€ = \$1.07)		
CATEGORY			Single	Double	Triple
STANDARD ROOM – AMANDIER <i>Maximum capacity : 2 adults + 1 baby</i>		BB	100€	117€	-
SUPERIOR ROOM – AMYRIS <i>Maximum capacity : 3 adults + 1 baby or 2 adults + 2 children + 1 baby</i>		BB	115€	132€	149€
KITCHENETTE COMFORT ROOM – AMANDIER <i>Maximum capacity : 3 adults + 1 baby or 2 adults + 2 children + 1 baby</i>		BB	143€	160€	177€
CARIBIA APPARTMENT <i>Maximum capacity : 3 adults + 1 baby or 2 adults + 2 children + 1 baby</i>		BB-LOC	135€	138€	149€

KEY

BB = Breakfast included/ **LOC** = Rental Package: Beds made on arrival, bathroom towels provided, housekeeping and change of bedding (bedsheets and towels) effective in the middle of stays for reservations of a week

The kitchen and cooking area (as well as wares/utensils) are not included in the housekeeping services. It is imperative that these areas are left clean on the day of departure.

Baby = less than 2 years old/ Children = less than 12 years old

ADD ONS

SEA-SIDE VIEW OR KITCHENTTE	Available for the SUPERIOR ROOM – AMYRIS	25€ per night and per room
MEALS (subject to change)	Breakfast (individual tray or buffet)	17€ per person
	Lunch (Appetizer + Main Course + Dessert + Drink)	31€ per person
	Dinner (Appetizer + Main Course + Dessert + Drink)	36€ per person
Drinks will be included as following: an aperitif, 1/2 water + 1/4 wine + a coffee or a tea		

Adjustments in terms of service are possible in accordance with health regulations in effect at the time of stay.

POLICY ON CHILDREN

Baby: free / Children: additional fee of 8€ per night per child; Kids meals: 50% of the rates indicated in the meals section of the “add on” rubric above.

RESERVATION AND CANCELLATION POLICY

To benefit from these preferential rates, **participants must log onto the website www.karibea.com and enter the promo code CCGG2023.** For all reservations not cancelled in writing by midday 15 days before the date of check-in, or in no-show cases (not showing up to the hotel on the first day indicated on the reservation), a penalty the equivalent of 1 night’s stay will be applied.

MEALS

During the days of the conference, lunch and refreshments will be provided to all delegates.

BILATERAL MEETINGS AREA

A meeting room for bilateral meetings will be available throughout the conference. A schedule will be available from the organising team.

GROUND TRANSPORT

Transportation from the aforementioned hotels to the meeting venue will be organized by bus and the schedule will be communicated at least two days before the meeting.

TAXI CONTACTS (AND LANGUAGES SPOKEN)

- Phil: +596 696 25 34 04 (English, Spanish, Italian)
- Cathy: +596 696 83 16 92 (beginner English)
- Taxi "Nuit Bleue": +596 696 36 23 43 (English, beginner Spanish)
- Handi'evasion services: +596 696 01 58 89 (English and Spanish beginners)

VISA INFORMATION

For short stays (up to three months), no visa is required for the following nationalities:

- Citizens who hold a valid ID card or passport from a European Union member country or other European Economic Area (EEA) countries, Andorra, Monaco and Switzerland.
- Mainland France residence permit holders (carte de séjour).
- Citizens of the United States and Canada may enter without a visa for a stay up to three months. However, a valid passport is required.
- All non-residents must have a return flight ticket. Please be advised that the French Overseas Departments (DOM) are not part of the Schengen Area. Schengen visa holders must obtain the DOM visa extension in order to enter Martinique.

If you require a visa and you need further assistance and information, please contact us at: action.internationale.CTM@collectivitedemartinique.mq

Participants are encouraged to begin their visa process as early as possible in order to secure their visa prior to travel.

If your country is not listed below, then a visa is required (for St. Lucia and Dominica, visa is required for a stay in excess of 15 days).

- Andorra
- Anguilla and British Virgin Islands
- Antigua and Barbuda
- Argentina
- Australia
- Bahamas
- Barbados
- Bermuda
- Bolivia
- Bosnia and Herzegovina
- Brazil
- Brunei
- Canada
- Chile
- Costa Rica
- El Salvador
- Grenada
- Guatemala
- Holy See
- Honduras
- Israel
- Japan
- Malaysia
- Mauritius
- Mexico
- Monaco
- Montenegro
- New Zealand
- Nicaragua
- Northern Mariannes
- Panama
- Paraguay
- Saint Kitts and Nevis
- Saint Vincent and Grenadine
- San Marino
- Seychelles
- Singapore
- South Africa
- South Korea
- Trinidad and Tobago
- Turks and Caicos Islands
- United Kingdom (British National Overseas passport)
- United States
- Uruguay
- Venezuela

HEALTH INFORMATION

At this time, there are no restrictions or requirements to enter Martinique specific to COVID-19. However, please consult with your airline prior to departure regarding Health Information, and please travel with your Vaccination Card as a supporting document for immigration officials at the airport.

Travellers from the following countries in South America and Africa may be required to present an international yellow fever vaccination certificate.

AFRICA

Angola	Democratic Republic of the Congo	Mali ²
Benin	Equatorial Guinea	Mauritania ²
Burkina Faso	Ethiopia ²	Niger ²
Burundi	Gabon	Nigeria
Cameroon	The Gambia	Senegal
Central African Republic	Ghana	Sierra Leone
Chad ²	Guinea	South Sudan
Congo, Republic of the	Guinea-Bissau	Sudan ²
Côte d'Ivoire	Kenya ²	Togo
	Liberia	Uganda

THE AMERICAS

Argentina ²	French Guiana	Peru ²
Bolivia ²	Guyana	Suriname
Brazil ²	Panama ²	Trinidad and Tobago ²
Colombia ²	Paraguay	Venezuela ²
Ecuador ²		

Footnotes

[show / hide](#)

¹ Current as of November 2022. Defined by the World Health Organization (WHO) as countries or areas where YF “has been reported currently or in the past and vectors and animal reservoirs currently exist.” See [www.who.int/publications/m/item/countries-with-risk-of-yellow-fever-transmission-and-countries-requiring-yellow-fever-vaccination-\(november-2022\)](http://www.who.int/publications/m/item/countries-with-risk-of-yellow-fever-transmission-and-countries-requiring-yellow-fever-vaccination-(november-2022)).

² These countries are not holoendemic (only a portion of the country has risk of YF virus + transmission). For details, see Map 5-10, [Map 5-11](#), and YF vaccine recommendations (Sec. 2, Ch. 5, [Yellow Fever Vaccine & Malaria Prevention Information, by Country](#)).

For more information regarding recommended vaccinations before travelling, please visit: <https://wwwnc.cdc.gov/travel/destinations/traveler/none/martinique>

REQUIREMENTS TO TRAVEL TO MARTINIQUE

To enjoy your trip to Martinique, you must comply with the following documents and regulations:

- Valid passport, with at least 6 months.
- Return ticket to the country of origin or the next destination to visit.
- Address of the place of lodging and purpose of travel.
- Some nationalities need to present a tourist visa before their trip to Martinique (as addressed in the Visa Information section above)