



Ministry of
Industry, Commerce
Agriculture and Fisheries



10th GFRAS Annual Meeting

Role of RAS in *Climate Change & Disaster Risk Management*

30 September – 04 October 2019, Negril Jamaica

Welcome to Jamaica

Dear Participants, welcome to Jamaica, the land of wood and water and home of Reggae Music. Please see below relevant logistical information that will assist you to prepare for your travel to the Caribbean island of Jamaica and your participation at the 10th GFRAS Annual Meeting.

We encourage you to start preparations as soon as possible in order to save on costs and ensure that the visa to Jamaica (if required) can be issued on time.

Once you have confirmed your flight details preferably by 16th August 2019, we kindly request that you complete the [logistical arrangement form](#) which will enable us to organize your airport pick-up, venue and accommodation, and other logistical services.

For any further questions concerning general meeting logistics and the programme, contact Celia Miles and Kimone McIntosh at the local organising committee via e-mail to gfras2019@rada.gov.jm with a copy to the GFRAS Secretariat via annual-meeting@g-fras.org or by telephone at 876-702-4179/876-977-1158-62.

Meeting Venue

The entire meeting will take place at Royalton Luxury Resort Hotel, Norman Manley Boulevard Negril, Westmoreland, Jamaica. This is an all-inclusive resort on the beach, where all meals and beverages are already included in the cost of accommodation.

Flight to Jamaica

The closest international airport to the meeting venue is the Sangster International Airport, Montego Bay, Jamaica. Driving time from the Airport to the point of meeting is approximately 1.5 hour and at a distance of 72km. We strongly suggest participants to book their plane tickets to this airport. Kindly note that Jamaica has another international airport in Kingston, located further away from the meeting venue. Shuttles to the meeting venue, however, will only be available to and from Sangster airport in Montego Bay. Participants are requested to organize travel from their home countries to Sangster International Airport, their entry visa to Jamaica (if required) and their accommodation. You can find more information on the procedures that have been arranged to facilitate this below.

Shuttles

Sangster International Airport ↔ Royalton Negril (venue and accommodation)

Transportation to the venue will be provided at the Airport by the organizing team at the participants' expense. The associated cost is US\$50 return fee to be paid in full upon arrival.

The shuttles will operate to transport participants between Sangster International Airport and Royalton Hotel Negril according to participants' flight schedules to Jamaica. All participants are strongly recommended to take the shuttles provided by the organizing team.

Visa and Travel Documents

Participants are responsible to secure their visa themselves. **Kindly note that participants from some countries will need a visa to enter Jamaica. It is highly recommended to apply for a visa as soon as the confirmation of participation is received, as the visa issuance might take some time.**

Visa procedures and required documents will vary depending on the country and applicant's status in his/her country.

Commonly Required Documents

Please see attached visa required documents. For more information on the process you may visit <http://www.pica.gov.jm/immigration/general-immigration-information/requirements-for-travel-to-jamaica/>

Accommodation and Meals

Accommodation at Royalton, Negril

The organizing team has blocked rooms for all GFRAS Annual Meeting participants at Royalton Hotel, Negril.

Participants are encouraged to book their accommodation early and payment should be done by 30 August in order to ensure the negotiated fee. Accommodation is available in double or single rooms. Please complete the accommodation information section on the logistical arrangement form in order to identify who and how many will stay at Royalton Negril, for how long, and whether you would like to request a single or double occupancy room. We strongly recommend you to stay at the Royalton Hotel as staying at an off-site location would generate additional fees to access the venue, to be covered by each participant staying off-site.

The hotel fees, specially negotiated for the Annual Meeting – with all meals and beverages included – are as follows:

- Price per day, per person staying in a single room: USD 224
- Price per day, per person staying in a double room: USD 149

In case you would like to request a double room, kindly indicate your preference in the logistical arrangement form. GFRAS will accommodate participants per gender except participants indicate any other specific requests upon filling in the information sheet.

Meeting Details

Below you can find key logistical information for you to prepare for the meeting. Information regarding content and structure of the meeting is provided at www.g-fras.org

Registration and payment of registration fees

The registration fee is set USD 300 for countries in Group A and USD 200 for countries in Group B (details of the meeting costs can be found [here](#)). Students coming from any of such groups have their registration fee set at USD 200. Please pay your registration fee in advance (bank transfer) upon confirmation of your participation at the GFRAS Annual Meeting, or pay cash, in USD ONLY at the registration desk at the venue. You find the payment details by clicking [here](#).

- If you want to pay in cash, please make sure to bring USD with you, as it is the only currency that will be accepted at registration.

Language

The working language of the meeting will be English.

Market Place

Participants who have announced that they want to have a market place stand will have the possibility to prepare the stands from Sunday 29 September, 9:00am to Monday 30 September 9:00 am. The market place will be opened on Monday, 30 September 2019 at 10:00 am.

GFRAS provides the space for the stand at no additional cost. Organizers of the market place, however, are responsible for bringing their own material – including computers, brochures and/or booklets, and for setting up their booths. Some support might be available in case technical issues arise.

Registration for Parallel Sessions and Field Trips

Participants will receive instructions by the moderators during the meeting on registration procedures for the parallel sessions on Tuesday, 1 October and field trips on Wednesday, 2 October.

Field Trips

Shuttles will be used to transport participants of the GFRAS meeting to the field trips on Wednesday, October 2, 2019 from Royalton, Negril to fields. (Participants will be transported from Royalton Negril to possible venues commencing at 9:00 am sharp on that day.) Four courses are available, and there will be a limited number of participants per field trip.

Please note that due to logistical reasons and spaces available in the buses, **the field trip registration is final and cannot be changed.**

- Field Trip Option #1: Agro-processing and crop production
- Field Trip Option #2: Farmers' Group

- Field Trip Option #3: Agricultural Education & Livestock Production
- Field Trip Option #4: Agro-Parks and Extension Services

More information on the field trips will constantly be uploaded to the GFRAS meeting webpage.

Other Inputs and Presentations

Input providers will be contacted by the GFRAS Secretariat for the planning of their input. The final timetable with all presentations will be included in the meeting programme, which will be provided online before the meeting and included in the meeting brochure.

Side Events

Side events will be confirmed separately and all descriptions, including procedures for registration to these events and contact details of the organizer, will be continuously uploaded to the [GFRAS Annual Meeting website](#).

Meeting Secretariat

A separate office for the Secretariat will operate at the venue.

The meeting secretariat at Royalton Negril will provide support for any kind of request. During the night or if not occupied, a phone number for emergencies will be indicated.

The information desk at the venue will be manned during breaks for enquiries for the whole conference.

Further important numbers will be provided in the meeting brochure which participants will receive at registration.

Practical Information for Jamaica

Money

The official currency in Jamaica is the Jamaican Dollar. It is denominated in 5000, 1000, 500, 100, 50 and coins. Also acceptable currency in Jamaica is the US and Canadian Dollars, the Pound Sterling and the Euro,

Credit cards such as VISA and Master Card is possible to be used at most places and fees may be incurred for the process, but please seek confirmation from your credit card company that it can be used in Jamaica.

Health Insurance

Participants are responsible for their own health and accident insurance coverage.

Smoking and Recreational Drugs

Kindly note that smoking is allowed only in smoking areas and recreational drugs are not permitted in Jamaica.

Possessing, smoking or taking into all kind of drugs is restricted in Jamaica.

Water

It is recommended to drink bottled or mineral water, but drinking tap water is safe.

Medications

Please see attached guide (entry visa requirements) as it relates to vaccination of participants.

Please make sure you carry with you the prescriptions and a note from your physician for any medication you may require.

Security

Jamaica's meeting venues are properly secured. However, it is advised to take the following general safety precautions:

- Leave your valuables safely stored at the hotel and only carry small amounts of money;
- Don't leave your bags or electronic devices unattended even in the venue;
- Be careful when using credit cards;
- Only use recognized taxi services; or ask the hotel reception or the meeting secretariat for assistance when booking one;

For Emergencies

- Ambulance and Fire Stations: 110
- Police: 119

For the meeting, a simplified medical facility (Nurse Station) for first-aid will run at the venue.

Electricity

Standard Voltage: 110 V

Standard Frequency: 50 Hz

Power Sockets types: A and B

The outlet has 2 flat and 1 round holes. Please bring a multi-voltage travel adapter with you.



Expected Weather Conditions

Fall in Jamaica is a great time to enjoy the island. Cool breeze blows in the fall, the sky is high and clear, and fine weather goes on for days. It is recommended to bring lightweight jackets, cotton clothes or canvas and light shoes. Kindly note bring a(n) raincoat/umbrella just in case, and particularly to the field trip. Please refer to the expected weather during the meeting below:

October (1-4)	Minimum Temp	Maximum Temp	Average Temp	Rainfall (mm)
	24°C / 75°F	30°C / 86°F	27°C / 81°F	130

Tourist attractions in and around Negril

Many attractions are located in Negril. Jamaica attracted over 4.3 million visitors in 2018 and Negril is ranked as one of Jamaica’s most popular destinations for domestic travellers. Renowned for its seven miles white sand beaches, shallow bays with calm turquoise waters, Negril is a breath-taking international gem. Ricks’ Café, Margaritaville, and Mayfield Falls are just a few of the amazing attractions to be found in Negril Jamaica. As you experience the venues, capture the taste of the finest Jamaican jerk, rum and red stripe beer.

Soon, a document with suggestions on nearby attractions and information on places to go and see will be made available for participants.

Contact Information

General contacts for the meeting

Please contact Celia Miles or Kimone McIntosh at gfras2019@rada.gov.jm for any further requests.