



Inter-Parliamentary Union  
For democracy. For everyone.



## Regional Seminar for Parliaments of the Caribbean

27 to 29 May 2024, Port of Spain (Trinidad and Tobago)

### GENERAL INFORMATION

#### **Venue**

The seminar will be held in the J. Hamilton Maurice Room, Ground Floor, Cabildo Building Parliamentary Complex, St. Vincent Street, Port of Spain, Trinidad and Tobago.

#### **Workshop attendance**

In order to get the most out of the seminar, please ensure you attend all sessions.

#### **Dress code**

Business attire or national dress is appropriate for the seminar.

#### **Participation and contributions**

During the seminar, you will be encouraged to share your own experiences and provide examples from your own legislature, to enrich the learning of all participants. During the sessions, please refrain from responding to calls or emails, unless urgent business arises, and try to avoid distractions.

#### **Programme**

The draft programme will be sent out in due course and posted at <https://www.ipu.org/events/current-and-future-events>

#### **Online engagement**

The Parliament of Trinidad and Tobago and the Inter-Parliamentary Union will be posting on social media from their official accounts. Please ensure that online engagement is suitable for professional audiences and related to the content of the sessions.

#### **Photographs**

The Parliament of Trinidad and Tobago and the Inter-parliamentary Union will be taking photographs during the seminar to be used for their respective online media.

## Currency

The official currency of Trinidad and Tobago is the TT dollar (TTD or TT\$). The US dollar is also accepted in most stores and at the hotel. The present exchange rate is US\$1.00 = TT\$6.80.

## Hotel accommodation

The Parliament of Trinidad and Tobago has made a block booking at the hotels below:

Hilton Trinidad and Conference Centre, Lady Young Road, Port of Spain, Trinidad and Tobago  
Standard Accommodation (Single – Breakfast & Wi-Fi Included): \$ 109.00 plus taxes.

Tel: +1 868-624-3211

Website: <https://www.hilton.com/en/hotels/posihh-hilton-trinidad-and-conference-centre/>

Hyatt Regency Hotel, No.1 Wrightson Road, Port of Spain, Trinidad and Tobago  
Standard Accommodation (Single – Breakfast & Wi-Fi Included): \$259.00 plus taxes.

Tel: +1 868 623 2222

Website: <https://www.hyatt.com/hyatt-regency/en-US/trirt-hyatt-regency-trinidad>

It is recommended that reservations be made as soon as possible and no later than 15 May 2024.

## Ground transport

The Trinidad and Tobago Parliament will be responsible for the transportation of all participants from the airport on arrival and to the airport on departure, and for all official activities. Participants are asked to be punctual for the scheduled transfers.

## Contact numbers

Mr. Brian Caesar, Clerk of the House of Representatives	(868) 623 8336
Ms. Lynette Joseph-Guevara, Inter-parliamentary Relations Coordinator	(868) 718 0655
Office of the Parliament	(868) 624 7275

## Emergency numbers

Police	999
Fire	990
Ambulance	990
Emergency Health Service	653-4343
Directory Assistance	6411

## Health facilities

Port of Spain General Hospital	623-2951
St. Clair Medical Clinic	628-1451
West Shore Hospital	622-9670/9878