

ADMINISTRATIVE SERVICES

The Office for Administrative Services of the Authority is responsible for providing the administrative and logistical support during the meetings of the Legal and Technical Commission.

We trust the information provided below will assist you as to the services offered by the Secretariat. For further assistance related to administrative issues, please contact:

- Ghislain Maertens, Director Administrative Services gmaertens@isa.org.jm
- Delroy Bonitto, Security dbonitto@isa.org.jm
- Bobett Russell, Administrative Assistant brussell@isa.org.jm
- Lilian Valles, Procurement Assistant lvalles@isa.org.jm

ICT Facilities

Wireless Access points are strategically located in the Secretariat and the Conference Centre to ensure appropriate internet service:

Secretariat:

- Unsecured access: ISA_GUEST
- Secured access: please contact IT personnel

Conference Centre:

- Network ID: SEABED-LTC
- Password: February2017

Please note that the ISA Library, located on the second floor of the Secretariat, has six desktops with internet access and a printer. Username/password for desktops is **delegate**.

IT Assistants

Jason Lewis	Ext 248 or Cel #832-2558	jlewis@isa.org.jm
Andre Brooks	Ext 248 or Cel #418-8076	abrooks@isa.org.jm

Transportation Services

Daily Shuttle

There is a daily complimentary shuttle between the Jamaica Conference Centre and the Courtleigh hotel at the following times • Morning departure: 9.00am and • Evening departure: 6.00pm. Times may vary to meet the requirements of the session.

Taxi Services

“JUTA” buses/vans are parked in major hotels. Their rates are higher but vehicles are well maintained. Average rates from other taxi companies are listed below. Rate should be agreed before getting into the taxi.

Approximate fares: Minimum fare is J\$400. Prices will vary according to company and time of the day

ROUTE	APOLLO (J\$)
Down Town To New Kingston	600
New Kingston To Sovereign Centre	500
New Kingston To Port Royal	3,000
New Kingston to Market Place	600
New Kingston to Orchid Path or Sovereign North (Barbican Road)	600
New Kingston to Devon House	400

Taxi Companies

Apollo 929-8588	City Guide 758-3911, 758-3339	On-Time 926-3866, 968-4772
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Other Services

Service	Contact Person	Email / Tel Ext.
Photo Identification	Delroy Bonitto, Chief of Security	dbonitto@isa.org.jm or Ext.239
Airline bookings/changes	Bobett Russell, Admin. Assistant	brussell@isa.org.jm or Ext 261
Banking Information	Nkechi Onyedim, Finance Officer	nonyedim@isa.org.jm or Ext. 227

Medical Services The Down Town Medical Centre 72 Harbour Street Tel: 967-3368	Pharmacy Dick Kinhead Pharmacy 72-76 Harbour Street, Air Jamaica building Tel: 922 6525
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For emergencies, please contact our Security Office at Ext 234 or dbonitto@isa.org.jm.

Coffee Breaks

Daily coffee breaks during sessions are offered at no cost to delegates at 11.00am and 4.00pm. For lunch, please find below some of the nearby options:

Pop-Up Kitchen Jamaica Conference Centre	A buffet menu of local /int'l dishes. Sandwiches can be ordered in advanced.
F&B Downtown, Harbour Street www.facebook.com/FB-DownTown	Local and International offerings. Delivery available. Call 922-1109 to place order
Digicel Building Food Court Port Royal St	Various vendors of local/fast food: Island Grill, Jackie Tyson, Wholesome Café
Restaurant Orient Express 135 Harbour Street	Chinese Food

Dining Facilities Kingston

The restaurants listed below do not imply the expression of any opinion whatsoever on the part of the Authority and is only presented for information purposes only

LOCAL CUISINE		
Chelsea Jerk Centre (casual dining)	7 Chelsea Avenue	926-6322
Grogshoppe Restaurant (Jamaican & International)	Devon House, Hope Road	906-7165
Jojo's Jerk Pit	Waterloo Ave (near Devon House)	906-1509
Scotchies Tree	2 Chelsea Avenue	906-0602
Sweetwood Jerk Joint https://www.facebook.com/Sweetwood-Jerk-Joint-100372496365/	78 Knutsford Boulevard (across from Courtleigh Hotel)	906-4854
Triple Ts Eatery	Corner of Waterloo & Annette Cres.	969-1345
ASIAN		
Annex East Japanese	71 Lady Musgrave Road	481-0990
China Express	Market Place Shop #53, 67 Constant Spring Rd	906-9158-9
China Max	Orchid Path, 18-22 Barbican Road	927 1888
Dragon Court Restaurant	6 South Avenue	920-8506
East Japanese Restaurant www.eastjapaneserestaurantja.webs.com	The Market Place 67 Constant Spring Road	960-3962
Jade Garden Restaurant	Shop 54, Sovereign Centre	978-3476
Majestic Sushi & Grill	Villa Ronai, Old Stony Hill Road	960 3594
Nirvana Restaurant & Lounge (Indian Fusion) www.nirvannajamaica.com	80 Lady Musgrave Road, Shop 1	927-9634
Saffron Indian Cuisine www.tamarindindiancuisine.com	The Market Place Shop 37, 67 Constant Spring Road	926-6598

Tamarind Indian Cuisine	Orchid Path, 18-22 Barbican Road	977 0695
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SEAFOOD		
Gloria's Rendezvous	1 Ice Street , Port Royal	967-8066
White Bones Restaurant	1 Manning Hills Rd	925-2813
OTHERS		
Beirut Mediterranean Cuisine www.beirutmediterraneancuisinejamaica.com	(Lebanese/Mediterranean) The Market Place 67 Constant Spring Road	926-7490
Chez Maria Ltd (<i>Lebanese/Italian</i>)	Shop 3, 80 Lady Musgrave Road	927-8078
Cellar 8 (<i>new wine bar/restaurant / reservations required</i>)	Manor Park Drive	613-5934
Kebab Café (<i>Mediterranean/casual atmosphere</i>)	Devon House, Shop 19	906-3888
OPA Greek Restaurant	75 Hope Road	631-2000
Spanish Court Cafe	Spanish Court Hotel, 1 St Lucia Ave	926-0000
Strawberry Hill (<i>famous for Sunday Brunch</i>)	Irish Town	944-8400
South Avenue Grill (<i>Steak House and Int'l dishes</i>)	20A South Avenue	754-1380
Uncorked (<i>wine bar with international/local cuisine</i>)	Sovereign North, 29 Barbican Rd	632-5500
SPORTS BARS AND CAFES		
Red Bones Blues Café		978-8262
Track & Records (Usain Bolt's) www.tracksandrecords.com	The Market Place Unit 6, 67C Constant Spring Road	906-3903

Jamaican Souvenirs

Carby's Souvenirs	Shop 4, Twin Gates Plaza, Constant Spring Road	926-4065
Craft Market	Downtown	Individual vendors
Craft Cottage	Village Plaza, 24 Constant Spring Road	926-0719
Things Jamaican	Devon House, Shops 14-15	926-1961

Places of Interest

Parks & Recreation

Blue Mountain Peak
Castleton Botanical Gardens
The Caribbean Sculpture Park

Caymanas or Constant Spring Golf
Club

Caymanas Race Track
Emancipation Park
Forres Park

Forth Clarence Beach Park
Hope Botanical gardens & Zoo
Hollywell or Cinchona National
Parks

Independence Park
Institute of Jamaica

Lime Cay

National Heroes Park

New Castle Military Camp

Rockfort Mineral Bath

Sabina Park – Cricket Matches

Museums & Galleries

African Heritage Museum
The Bob Marley Museum
BOJ Coin & Notes Museum

IFCANA Museum Mico

Maritime Museum
Military Museum
National Gallery,
New Kingston Shopping Centre
Sovereign Centre
Taino Museum

Twin Sisters Cave

Historical

Craighton Estate
Devon House
Fort Charles and the Giddy
House
Gordon House

Jamaica House
Kings House
Liberty Hall
Mavis Bank Coffee Factory
Port Royal
Spanish Town

University of the West Indies
Vale Royal

Religious Services

ADVENTIST	Andrews Seventh Day Adventist Church	27 Hope Road Tel: 920-7782
ANGLICAN	Kingston Parish Church	King Street Tel: 922-6888
BAPTIST	Bethel Baptist Church	6 Hope Road Tel: 926-8272
BUDDHIST	Soka Gakki International	7 Clifton Way Tel: 920-4365
JEWISH	Jewish Synagogue	92 Duke Street Tel:
METHODIST	Providence Methodist Church	132 Old Hope Tel: 977-5971
MUSLIM	Muslim Mosque	34 Camp Road
PRESBYTERIAN	St. Andrew Scots Kirk	Duke Street Tel: 922-1818
ROMAN CATHOLIC	Holy Cross Church	Half Way Tree Road Tel: 926-7578

EMERGENCY CONTACT NUMBERS

<p style="text-align: center;">UN HOT LINE NUMBER +1876-299-8730 +1876-5534396</p> <p style="text-align: center;">VHF CHANNEL 2</p>			
Name	Branch/Office	Contact Numbers	Address
POLICE STATION	Half-Way Tree	+1876-926-8184-5	142 Maxfield Ave. KGN.
	New Kingston	+1876-926-3508 /908-4980	77 Knutsford Blvd. KGN. 5
POLICE CONTROL	Matilda's Corner	+1876-978-6003	115 Old Hope Rd.
	Central	+1876-922-0308	East Queen St. . KGN P.O
	Police Head Quarters	+1876-978-7462 /927-7681	103 Old Hope Road
	Police emergency No. 119		
FIRE STATION	York Park	+1876-922-2121-2	167 Orange St. KGN
	Half-Way-Tree	+1876-926-8165-6	Maxfield Ave. KGN
AMBULANCE	Ambucare Co. Ltd.	+1876-978-2327 /6021	204 Mountain View Ave.
	Sure Time Emergency Medical Svcs	+1876-906-7873	10 Trafalgar Road, Kingston 5.
DOCTORS	Dr. Margaret Green	+1876-929-6254 (w)	Winchester Business Centre, Suite #22, 15 Hope Road, Kingston 10
	Dr. Suzanne Minott-Arscott	+1876-946-3895-7 (w) 909-9997 (c)	Unit 1, Seymour Park, 2 Seymour Ave. Kingston 8
	Dr. Grace Ann Cooper	+1876-906-4546 /754-9260(w) +1876-816-8434 (c)	Winchester Surgical & Medical Institutes, 3A Winchester Rd, Kingston 10
HOSPITALS	Andrews Memorial	+1876-926-7401 /618-1810	27 Hope Rd.
	University Hospital	+1876-927-1620 /1637	University of The West Indies
ISA Security	Delroy Bonitto	+1876-815-8435 or +1876458-0296	International Seabed Authority (ISA), 14-20
	Enoch Allen	+1876-532-7471	Port Royal Street,
	Renville Howard	+1876-803-8816	Kingston
UNDSS JAMAICA TEAM	Gonzalo Ramos	+1876-579-4542	c/o UNDP , 1 Lady
	Lincoln Campbell	+1876-469-1868	Musgrave Rd., Kgn. 5
	Andrea Cole	+1876-373-0255	