



### ADMINISTRATIVE NOTE

The Office for Administrative Services of the Authority welcomes the members of the Council to Kingston! Please see below supplementary points to assist you as part of ISA's meeting services.

#### POINTS OF CONTACT

- ISA's switchboard: 876 922 9106/9
- Joseph Khoreich, Officer in Charge [jkhoreich@isa.org.jm](mailto:jkhoreich@isa.org.jm) Ext. 290
- Sonja Phinn, Security & Transport [sphinn@isa.org.jm](mailto:sphinn@isa.org.jm) Ext. 289
- Bobett Russell, Administrative Assistant [brussell@isa.org.jm](mailto:brussell@isa.org.jm) Ext. 261

#### CIT FACILITIES

##### **Satya N. Nandan Library (second floor of Secretariat building)**

- Desktops with access to the Internet and a shared printer
- Username: delegate / Password: delegate

##### **Wireless Access**

- **All areas of the Secretariat**  
Configuration of mobile devices: **ISA\_GUEST**
- **Meeting Rooms and common areas of the Jamaica Conference Centre:**  
Network Identity : **SEABED27** / Password : **ISA2022!**

##### **For secured access or other CIT related matters please contact**

- Andre Brooks      Ext. 267      Mobile: 876 833 4916
- Esam Alnour      Ext. 248      Mobile: 876 835 6499

#### TRAVEL GUIDELINES TO JAMAICA

Delegations opting to participate in-person should familiarize themselves with the entry requirements to Jamaica. The Government of Jamaica has announced that effective from this month, the requirement to obtain a travel authorisation through the JamCOVID and Visit Jamaica platforms are eliminated, including the elimination of travel-related quarantine requirements. Further, it has announced that a negative PCR or antigen test conducted within three days prior

to travel is still required to come into Jamaica. Delegates are asked to check the airline regarding requirements for the outgoing trip. Once in Jamaica, delegates can book covid tests online (<https://themdlink.com/p/sign-up> or <https://www.nurseheals.com/>). Persons will need to sign up first and then book the test indicating preferred day, time, and location.

#### TRANSPORTATION SERVICES

There will be a daily shuttle service, properly identified, offering transportation to and from the Pegasus at a rate of 15 USD/2,000 JAD for round trip and 10 USD/1,500 JAD for a one-way trip. In the mornings, a 9:00 a.m. departure is schedule from the Pegasus Hotel to the Jamaica Conference Centre and in the evenings, a 6:00 p.m. departure is schedule from the Jamaica Conference Centre to the Pegasus Hotel.

#### LUNCH OPTIONS

There are dining options within walking distance of the Jamaica Conference Centre for the lunch break.