

32nd Annual General Meeting 31st January – 2nd February 2016 Marriott Port-au-Prince République d'Haïti Co-hosted by: DIGICEL, Haiti



Instructions to Participants

AGM Registration Hours	1:00 pm – 5:00 pm Saturday 30 th January, 2016 8:00am – 4:00pm Sunday 31 st January, 2016
Registration Area	Location:
CANTO Secretariat	Location:
Dress Code	AGM Meetings - Business Attire Opening Ceremony – Closing Ceremony -
Opening Ceremony & Cocktail Reception	Sunday 31 st January, 2016 6:00p.m. to 7:00p.m. 7:00pm-9:00pm – Cocktail Reception sponsored by Location:
Closing Cocktails	Tuesday 2 nd February, 2016 8:00 pm — 11:00 pm Location:
AGM Proceedings	1:00 pm – 6:00 pm Tuesday 2 nd February, 2016. LOCATION:
AGM Evaluation Forms:	Please complete the CANTO AGM Evaluation Form and return to CANTO staff on <i>Tuesday 2nd February, 2016</i> .



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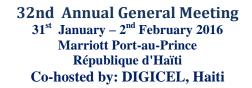


	Monday 1 st February	, 2010
	8.00am - 10:00am	Marketing and Communications Committee Meeting
	8:00am – 10:00am	Regulations and Emerging Technologies Committee Meeting
	9:30am – 10:30 am	Financial Advisory Committee Meeting
	10.30am - 12:00	Disaster Recovery Planning Committee Meeting
	9:30 - 10:30	Human Resource Committee Meeting
	10:30am – 12:30pm	Corporate Social Responsibility Committee Meeting
	8:00 am – 9:30am	Vendor/Supplier Committee
	3:00pm – 5:00pm	Committee Chairs Presentation to BOD
	All other nationals mu months from date of e	st submit a passport which must be valid for six (6) ntry.
Health Entry Requirements		
Health Entry Requirements	following Vaccination - Malaria - Hepatitis A - Typhoid It is also important tha	t travelers ensure that all routine vaccinations are up-
Health Entry Requirements	 following Vaccination Malaria Hepatitis A Typhoid It is also important that to-date, these include tetanus-pertussis vacc yearly flu shot 	
Health Entry Requirements	 following Vaccination Malaria Hepatitis A Typhoid It is also important that to-date, these include tetanus-pertussis vacc yearly flu shot For full details visit: 	for travel into Haiti: t travelers ensure that all routine vaccinations are up- measles-mumps-rubella (MMR) vaccine, diphtheria- ine, varicella (chickenpox) vaccine, polio vaccine, an (travel/destinations/traveler/none/haiti?s_cid=ncezid)

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Hotel Arrangements : <i>Marriott Port-au-Prince</i>	Participants are required to make their own reservations.
Hotel Reservation Deadline	The cut-off date to make reservations is 26 th December, 2016
Shipping	If you are Shipping any Items for the event please ship to
	Please note that if you are shipping any promotional items a duty waiver is required and that (23 working days is needed to process same)
Ground Transfers:	Mandatory transportation from the international airport to the Marriott hotel is provided.
	Kindly provide your flight details to the CANTO Secretariat for coordination of same gmanzano@canto.org .
Hotel Check-in/Check out	The hotel's check-in time is 17.00 hours (5.00 pm) and check-out time is 13.00 hours (1:00pm). Should you require a later check-out until 19.00 hrs (7:00 pm), half the applicable rate per room will be charged. Thereafter, a full-night's rate will apply. Early check-in and late check-out requests are subject to availability, determined by the day's arrival and departure pattern of the hotel.
Currency	The official currency of Haiti is the Haitian Gourde (HTG). USD $\$1 = HTG$ $\$52.30$
	Haitian Gourde (HTG) = 100 centimes. Notes are in denominations of 1, 2, 5, 10, 20, 25, 50, 100 and 500 Haitian Gourde. Coins are in denominations of 5, 10, 20, 50 centimes. 1, 5 gourdes.
Language	French & Creole are the Official languages of Haiti.





Emergency Contact Numbers	<u>The local equivalent to the "911" emergency line in Haiti is 114</u> Emergency/Police : 114 Fire brigade : 115 Medical Services : 118
Emergency Info - US Consulate	 U.S. Embassy Port-au-Prince Boulevard du 15 Octobre, Tabarre 41, Tabarre, Haiti Open Monday - Friday 7:00 A.M 3:30 P.M. Tel: 011-509-2229-8000 Afterhours Emergencies: 011-509-2229-8122
Safety Precautions	Precautions must be taken when going to banks and outside of the hotel grounds. For full advisory, visit: http://haiti.usembassy.gov/service/us-citizen-services/travel-warning.html