

ACI Global Training Fact Sheet

Airports Authority of Trinidad and Tobago

<u>Location of Centre</u>	Airports Authority of Trinidad and Tobago Aviation Training Centre, Executive Jet Centre (EJC), South Terminal, Golden Grove Road, Piarco. Email: atcen@tntairports.com
<u>Venue for Training</u>	Same as above
<u>Ground Transportation</u>	Hotel/Training Venue Free transportation shall be provided by the Aviation Training Centre. This service will only be provided from the recommended hotels, as listed below , to the training venue and back each day – pick up times will be advised. Meet and Greet Service will also be provided upon arrival at the airport. Participants are advised to forward their flight itinerary to the Aviation Training Centre in advance.
<u>On-site Contact</u>	Mr. Sheldon Harper Manager - Aviation Training Centre Telephone: +1 868 482-7214 Mobile phone: +1 868 689-8561 E-mail: sharper@tntairports.com
<u>First Day of Training</u>	Arrive at the Training Centre 25 minutes before course is due to begin. Locate and meet the ATCEN manager/administration personnel and/or the course instructor(s). Settle any outstanding administrative matters: course fees, registration, etc. Meet your fellow course participants and enjoy the training activity.
<u>Security Clearance</u>	Course participants, who may be required to take a tour or site visit of the airport or any part thereof, will be required to obtain a visitor's pass from the Identification and Access Control Office, Piarco International Airport. You will be accompanied by authorized airport personnel at all times. The visitor's pass will be issued on site, and must be returned after the tour/site visit is completed.

Suggested Hotel Accommodations

Hotels	Rates/Amenities
<p style="text-align: center;">Holiday Inn Express & Suites</p> <p>Address: 1 Exposition Drive, Trincity.</p> <p>Tel: +1868 669-6209 ext. 427 Fax: +1868 692-4557 Website: www.hiexpress.com/trincitytt</p> <p>Located approximately 5 minutes from the airport and approximately 10 minutes from the Aviation Training Centre.</p>	<p>Special rate of USD \$181.50/ TTD \$1125.30 (taxes included) for single or double occupancy.</p> <p>The rate is inclusive of the following:</p> <ul style="list-style-type: none"> • Complimentary hot breakfast daily; • Complimentary internet WI-FI throughout the property; • Complimentary 24-hour airport transfer available daily.
<p style="text-align: center;">Grand Diamond Hotel</p> <p>Address: Caroni South Bank Road, Piarco.</p> <p>Tel: +1 868 669-4595 Email: granddiamondhotel@hotmail.com Website: www.granddiamondhotel.com</p> <p>Located approximately 7 minutes from the airport and approximately 5 minutes from the Aviation Training Centre.</p>	<p>Special rate of USD \$109.00/ TTD \$740.11 (taxes included) for standard rooms.</p> <p>The rate is inclusive of the following:</p> <ul style="list-style-type: none"> • Complimentary breakfast; • High speed internet WI-FI access; • Television/Firestick; • Stock Mini Bar (Free drinks); • Roof top Thai Indian Restaurant; • Supermarket 3 Minutes away.
<p style="text-align: center;">Runway Hotel and Restaurant</p> <p>170-172 Golden Grove Road, Piarco.</p> <p>Tel: +1 868 237-9239 Email: frontdeskrunwayhotel@gmail.com Website: https://www.facebook.com/RunwayHotelTT/</p> <p>Located approximately 5 minutes from the airport and approximately 10 minutes from the Aviation Training Centre.</p>	<p>Special rate of USD \$101.00/ TTD \$690.00 (exclusive of taxes) Standard Room – Single/Double Occupancy. TTD \$800.00, Deluxe Room – Single Occupancy</p> <p>The rate is inclusive of the following:</p> <ul style="list-style-type: none"> • Complimentary breakfast; • Mini Fridge; • Live Entertainment; • In-House Restaurant & Bar with poolside service; • Complimentary WI-FI access.

Reservation Process

Participants are responsible for making their own hotel reservations by contacting the above mentioned hotels or making other arrangements. Holiday Inn, Grand Diamond and Runway Hotel offer discounted rates to course participants. Each hotel will offer the best rate available for single or double occupancy.

Cancellation and no show

Cancellation of attendance must be relayed to the Aviation Training Centre at least four (4) days before the commencement date of the training activity.

Please refer to respective hotel booking and cancellation policies in the event participants may need to make travel changes or cancel their stay.

General Travel Tips for Trinidad & Tobago

Visa Requirements

For entry into Trinidad & Tobago, visitors must have a valid passport (for at least six months from the date of return), a return ticket and sufficient funds to maintain themselves whilst in the country for the period of their stay.

A visa is **NOT** required by Nationals from Caricom States, the EU, USA and Canada. Nationals not referred to above, are advised to refer to the following website below to check whether they require a visa:

www.immigration.gov.tt

Where there is no embassy in the country of residence, you may apply for a waiver of visa, subject to the prior approval by the Trinidad and Tobago Immigration Division.

Note: ACI will provide a letter of invitation upon payment of the registration fee. **Please be sure to obtain your visa well in advance of your departure.**

Health Requirements

Tetanus vaccinations are recommended, as are precautionary inoculations against hepatitis A & B and yellow fever. In addition, the requirement for travellers to have a negative result from a PCR or antigen test to enter Trinidad and Tobago have been rescinded, effectively lifting all COVID-19 related travel restrictions. However, please visit the COVID-19 protocols from your departing countries, to be certain that all re-entry or in-transit requirements are met.

Mobile Phone Systems

The following are the mobile phone operating frequency bands, which can assist in determining whether certain handsets are compatible with certain network carriers. In Trinidad and Tobago, mobile service is provided by two carriers: Bmobile and Digicel:

2G capabilities	GSM 850, GSM 900, GSM 1900
3G capabilities	UMTS 850 (5), UMTS 1900 (2)
4G capabilities	LTE 700 (28), LTE 1700 (4), LTE 1900 (2)
5G capabilities	5G 2500 (41)

Electricity and Plugs

The electricity in Trinidad & Tobago is 115/230 volts and frequency 60Hz. The electrical plugs and sockets are as pictured below:



Local Currency and Exchange

Trinidad & Tobago Dollar (symbol TTD\$) = 100 cents. Notes are in denominations of TT\$100, \$50, \$20, \$10, \$5 and \$1 dollar. Coins are in denominations of 50, 25, 10 and 5 cents. Foreign currency can be exchanged at authorized banks, foreign exchange facilities and some hotels. The exchange rate is approximately 1 USD to 6.79 TTD.

MasterCard, Visa and Cirrus credit cards are accepted by most banks, shops and tourist facilities. ATM's accept debit and credit cards in both Trinidad and Tobago.

Commercial Working Hours

Commercial working hours in the city are approximately from 8:00am to 4:00pm. Banks are open from Monday to Thursday 8:00am to 2:00pm, and on Fridays, 8:00am to 5:00pm. Malls/Shopping Centres open from 9:00am to 7:00pm.

Temperature

During the months January to December, the average temperature in Trinidad and Tobago is: high 33 degrees Celsius and low 21 degrees Celsius.

For additional information please contact the ACI Global Training team at training@aci.aero , Sheldon Harper at sharper@tntairports.com or visit our website at www.aci.aero