



International
Labour
Organization

The Co-operative Republic of Guyana
in collaboration with
The International Labour Organization
Decent Work Team and Office for the Caribbean

13th ILO Meeting of Caribbean Labour Ministers
and Senior Officials of the English- and Dutch-Speaking Caribbean
Georgetown, Guyana, 6-7 April 2025

Decent Work for Resilience: Securing the Future of Caribbean Labour

Information Note

► Conference Venues and Addresses

1. Guyana Marriott Hotel
Block Alpha Battery Road,
Kingston, Georgetown, Guyana
Telephone +592 231 2480
Website: guyanamarriotthotelgeorgetown.com
2. Arthur Chung Conference Centre
5-E Half Orchid Drive Liliendaal,
Greater Georgetown, Guyana
Telephone: [+592 222-7503](tel:+5922227503)

► Travel

Your Ministry is responsible for providing a return airline ticket and accommodation for its participants.

Please take along your International Immunization card with an up-to-date yellow fever vaccine (under 10 years).

► Accommodation

Accommodation options are listed below:

1. Pegasus Hotel & Suites (no negotiated rate available)
Address: Seawall Road, Georgetown, Guyana
Tel: +592 225 2856
Email: reservations@pegasushotelguyana.com
Website: [Georgetown Guyana Hotel | Pegasus Hotel Guyana](#)
2. Cara Lodge Georgetown (no negotiated rate available)
Address: 294 Quamina Street, Georgetown, Guyana,
Tel: +592-225-5301
WhatsApp: +592-624-2275
Email: reservations@caralodge.com
Website: [Cara Lodge Hotel | Guyana's Premiere Accommodation](#)
3. Herdmanston Lodge (no negotiated rate available)
19-20 Peter Rose Street, Queenstown, Georgetown, Guyana
Tel : +592 225 0808
Email: guestcare@hl.gy
Website: [Herdmanston Lodge Hotel - Georgetown - Guyana](#)
4. Guyana Marriott Hotel (no negotiated rate available)
Block Alpha Battery Road, Kingston, Georgetown, 05924, Guyana
Tel: +592 231 2480
Email: mhrs.geomc.reservations@marriott-hotels.com
Website: guyanamarriott-hotel-georgetown.com
5. The Royal International Hotel & Shopping Mall (no negotiated rate available)
Lot 1 Mandela Avenue, Botanical Gardens, Georgetown, Guyana
Tel: +592 226—8228
Email: royalinternationalhotevents@gmail.com
Website: <https://royalguyana.com>
6. Aiden by Best Western Hotel & Resorts (no negotiated rate available)
88-89 Oronoque and Robb Streets Bourda, Georgetown, Guyana
Tel: +592 225-2000
[Website: www.onlinereservations.ai](http://www.onlinereservations.ai)
7. Grand Coastal Hotel
1 & 2 Area M Plantation, Le Ressouvenir, East Coast Demerara, Georgetown, Demerara-Mahaica
Tel: [+592 603 4771](tel:+5926034771); [\(592\) 220 1091](tel:+5922201091)
Email: frontdesk@grandcoastal.com; ramesh@grandcoastal.com

8. King's Hotel & Residences
176 Middle & Waterloo Streets, Georgetown
Tel: 592 226 1684-7
Email: reservations@kingshotel.gy

► **Airport Transfers**

Airport transfers for Delegates will be provided on arrival and for departure as a courtesy of the Government of Guyana. Relevant signage and Government representatives will be posted at the Cheddi Jagan International Airport and/ or the Ogle International Airport to assist incoming Delegates. In the event of significant delays or changes Delegates may be required to make alternative arrangements. Kindly contact Ms Yolanda Grant on mobile phone +592-6758834.

► **Venue Transfers**

Courtesy transportation for Delegates will be provided to and from the hotel to the meeting venue.

► **Registration and Accreditation**

Registration of Delegates for the Meeting of Caribbean Ministers of Labour and Senior Officials of the English- and Dutch-Speaking Caribbean will take place via the [link](#) which will accompany this information note.

Accreditation of Delegates for the Meeting of Caribbean Ministers of Labour and Senior Officials of the English- and Dutch-Speaking Caribbean will take place in the Guyana Marriott Hotel Georgetown on:

- Saturday 5 April 2025 between, 10.00 am – 2.00 pm
- Sunday 6 April 2025 between, 9.00 am – 2.00 pm

► **Meeting of Caribbean Ministers of Labour and Senior Officials of the English- and Dutch-Speaking Caribbean**

Technical/ Plenary Sessions

The technical and plenary sessions of the Meeting of Caribbean Ministers of Labour and Senior Officials of the English- and Dutch-Speaking Caribbean will take place, 6-7 April. The meetings will be conducted in English.

Both Technical and Plenary sessions will be hybrid (in-person and Zoom (for those who were not able to attend in-person)). **Persons in receipt of a Zoom link are kindly asked to not share their link as it is unique to the recipient/individual** who registered as a Delegate. It is also necessary to observe this request to avoid any security breach.

Senior Officials Meeting: 9.00 am – 4.00 pm, 6 April 2025, Barimi and Socobi Salons, Guyana Marriott Hotel, Georgetown

Plenary Sessions: 11.00 pm – 5.30 pm, 7 April 2025, Lula Room, Arthur Chung Conference Centre, Georgetown

The identification badges issued at accreditation will facilitate access to the technical and plenary sessions and other amenities for the meeting.

Opening Ceremony

The Opening Ceremony for the Meeting of Caribbean Ministers of Labour of the English- and Dutch-Speaking Caribbean is scheduled for Monday, 7 April 2025 at 9.00 a.m. in the Dome, Arthur Chung Conference Centre. All participants are kindly requested to be seated by 8:45 a.m.

COHSOD Meeting

The CARICOM Secretariat will convene a meeting of CARICOM Council for Human and Social Development (COHSOD, Labour) on 8 April 2025, 9.00 am at the Arthur Chung Conference Centre.

► **Social Events**

The Government of Guyana will host a Cocktail Reception, on Monday 7 April 2025 from 6:00 pm, at the Esplanade, Kingston Seawalls, Georgetown. Additional details will be provided on the first day of the meeting.

► **Meeting Web Page**

In keeping with ILO'S policy on Greening of its events, every effort will be made to reduce/avoid the printing of documents /materials for this meeting. Access to the meeting agenda and supporting documentation in electronic format (for download) is [available through the meeting's web page](#).

► **Passports and Visas**

Delegates should ensure that they have all the necessary travel and health documents, including a passport valid for more than six months, and any necessary visas, to enable them to enter and remain in Guyana for the duration of the Meeting. However, please note that the cost of passports, visas, vaccinations or inoculations and health documents will not be met by the Government of Guyana nor the ILO.

► Sickness/Insurance

In case of accident or sickness during the Meeting, participants should notify one of the members of the ILO Secretariat immediately. No responsibility or liability will be accepted by the ILO or the host Government for any costs arising out of sickness, injury, temporary or permanent disability, death and third-party risks of any of the participants during their journey and their participation in the Meeting. It is therefore the participants' responsibility to take out, at their own expense, or at the expense of their nominating organization, any personal insurance policy they may deem necessary, including a civil liability insurance policy.

► Contact Information

ILO Decent Work Team and Office for the Caribbean
Stanmore House, 6 Stanmore Avenue, P. O. Box 1201
Port of Spain, Republic of Trinidad and Tobago
Tel.: (868) 623-7178 or 627-6304
Fax: (868) 627-8978

Ms. Lesley-Ann Nelson (Ext 424)
Programme Assistant
Email: nelson@ilo.org

Ms. Danielle Frederick (Ext 444)
Executive Assistant to the Director
Email: frederick@ilo.org

Ms. Debra Banfield-Roach (Ext. 435)
Operations Assistant
Email: banfieldroach@ilo.org

Ms. Kaliyma Boxill (Ext. 434)
Programme Project Assistant
Email: boxill@ilo.org