

Commonwealth Association of Architects 23rd General Assembly and the Trinidad and Tobago Institute of Architects

General Information

The 23rd General Assembly of the Commonwealth Association of Architects (CAA) together with the Annual Convention of the Trinidad and Tobago Institute of Architects (TTIA) will be held between the 7th – 11th August 2022 at the Hyatt Regency, Port of Spain, Trinidad and Tobago

The meeting is open to the CAA Council members, CAA Trustees, delegates from CAA Member Organisations and members of the TTIA and others who may be invited on a personal basis.

The CAA General Assembly

The CAA General Assembly is a triennial event which attracts a number of Architects from various Architecture Organisations across the Commonwealth.

Each Member Organisation may be represented by a delegation of up to six delegates. The Agenda for the General Assembly is herewith attached.

The TTIA Annual Convention

The theme of the TTIA Convention is: 'Sustainability or Submergence – Riding the Surf'

Abstracts for presentation of papers at the Convention are due by May 6th 2022.

The full papers for the Convention are then due by July 8th 2022.

The programme of the Convention is herewith attached.

General Meeting and Conference Venue

Both the CAA General Assembly and the TTIA Convention will be held at the Hyatt Regency, Port of Spain, Trinidad

Accommodation for the GA and TTIA Convention

The Hyatt Regency, Trinidad will be the main hotel for the accommodation of the CAA Executive Board members, the Trustees and the Member Organisations' delegations.

Details of the hotel are as follows:

Hyatt Regency, Trinidad

#1 Wrightson Road, Port-of-Spain, Trinidad and Tobago

+1 868 623 2222

trirt.reservation@hyatt.com

<https://www.hyatt.com/en-US/hotel/trinidad-tobago/hyatt-regency-trinidad/trirt>

Rooms at the Hyatt Regency, Trinidad will be on a first come first served basis and the prices are:

Early Bird Registration – up to May 30

Single Standard Room @ \$155 per night on BB Basis

Twin/Double Standard Room @ \$175 per room per night on BB Basis

Deluxe Balcony Single @ \$195. per room per night

Deluxe Balcony Double @ \$205 per room per night

The following rates will apply after May 30

Single Standard Room @ \$170 per night on BB Basis

Twin/Double Standard Room @ \$190 per room per night on BB Basis

Deluxe Balcony Single @ \$210 per room per night

Deluxe Balcony Double @ \$230 per room per night

If anyone wishes to avail themselves of these special rates and spend some additional days at the hotel before the 7th August and/or beyond the 11th August please contact Ms Sherry Murray immediately at +1 868 623 2222 or email at sherry.murray@hyatt.com

Technical and Cultural Visits

Technical and Cultural Visits will be organised for CAA Council Members, CAA Trustees, Delegates and Accompanying Persons on Wednesday, 10th August as indicated in the attached programme for the General Assembly.

Further details about these tours and visits are attached.

Robert Matthew Award

At a ceremony to be held on Monday, 8th August 2022 at 19:00 hrs the winner of the Robert Matthew Award 2022 will be announced. During the same ceremony the winners of the CAA Excellence Award and of the Student Design Competition will also be announced.

Social Event

A Social Event will be held in the evening of Monday, 8th August 2022. All members attending the CAA General Assembly and any accompanying persons are invited to this Social Event.

If you are interested in attending please fill in the Registration Form which can be found at: <https://form.jotform.com/221154213396854>

Presidential Handing Over Ceremony

As part of the Social Event the Presidential handing over ceremony will be held. The current President Architect Kalim Siddiqui will hand over the chair to Architect Peter Oborn who will assume the Presidency of the CAA for the years 2022-2025.

Transport

Transfers from the Airport to the Hotel will be available.

Standard rates from the airport to Port of Spain are US\$30 per car per way from 5am - 10pm and US\$45 per car per way from 10pm - 5am.

Shuttle Service to events would be provided

Taxi service is also available and can be arranged by the Hotel

VISA Requirements

VISA requirements and methods of obtaining a VISA for Trinidad and Tobago are herewith attached.

Currency

The average current exchange rates are as follows:

| CURRENCY | | BUYING | SELLING | BUYING (cash) |
|----------------|-----|--------|---------|---------------|
| US DOLLAR | USD | 6.5818 | 6.7793 | 6 |
| POUND STERLING | GBP | 8.9122 | 9.536 | 8.3272 |
| EURO | EUR | 7.5511 | 8.0797 | 6.9561 |

Visa and Mastercard are widely accepted in Trinidad & Tobago. American Express and Discover Cards are also accepted at the Hyatt Regency, Trinidad.

PROGRAMME and PARTICIPATION PACKAGES

PROGRAMME:

The programme for the CAA General Assembly and the TTIA Annual Convention is herewith attached.

PARTICIPATION PACKAGES:

Participation at the CAA General Assembly and the TTIA Convention is free for CAA Council members, CAA Trustees and delegations from CAA MOs.

Package includes:

- Participation at the General Assembly.
- Coffee and refreshments during meetings.
- Lunches and dinners during the five-day event.
- Attendance at the Robert Matthew Award Ceremony, the Student Design Competition Award Ceremony and the CAA Excellence Award Ceremony.
- Attendance at the CAA Presidential Handing Over Ceremony.
- Attendance at the TTIA Convention Social Event.

Participation at the TTIA Convention by other participants not mentioned above shall be at a fee as specified below.

TTIA Annual Convention – Tuesday, 9th August 2022

- Option 1 - Full Day participation:

Participation Fee: \$50

Including: Full participation at Conference
Conference Publication
Conference lunch + coffee breaks

- Option 2 – Half Day participation:

Participation Fee:

Including: Participation at Conference either for the morning or for the afternoon session + lunch
Conference Publication
Conference lunch + morning or afternoon coffee break as applicable

- Option 3 – Half Day participation:

Participation Fee:

Including: Participation at Conference either for the morning or for the afternoon session but without lunch
Conference Publication
Morning or afternoon coffee break as applicable

TTIA Annual Convention – Wednesday, 10th August 2022

- **Option 1 - Full Day participation:**

Participation Fee: \$50

**Including: Full participation at Conference
Conference Publication
Conference lunch + coffee breaks**

**Please fill in the Registration Form that can be found at
<https://form.jotform.com/221154213396854>
and return it to the TTIA by email to president@ttia-architects.org
indicating your preferences for attending the above events.**