



## **HIGH LEVEL POLICY FORUM**

for

### ***Building The Resilience of Small Tourism Enterprises (STE) in the Caribbean to Disasters***

#### **PRELIMINARY PROGRAM**

*Montego Bay, Jamaica*

*July 20-21, 2022*

*Venue: The Holiday Inn*

#### ***Day #1: July 19<sup>th</sup> - Arrival and Getting to know each other***

##### ***Meeting of the Steering Committee (3:00 pm – 4:00 pm)***

This meeting will seek to review progress and achievement of the project and discuss potential future collaboration among members and potential support to the outputs and outcomes of the project.

#### ***Day #2: July 20<sup>th</sup> Meeting of the STEs (8:00 am - 9:20 am)***

This meeting will provide for an informal encounter of representatives of STEs in the host country and others that might attend the event.

Participants will have the opportunity to discuss the Holistic/Integrated Assessment and the draft of the Crisis Communication Strategy, in preparation for the plenary sessions at the High-level Policy Forum (HLPF) next day.

Members of the Project Steering Committee will be invited to attend in support of the meeting.

## **Day #2: July 20<sup>th</sup> Meeting of the Plenary**

### **Opening Session**

**9:30 am** Welcoming Remarks by Ms. Kim Osborne, Executive Secretary for Integral Development, General Secretariat of the OAS

**9:45 am** Opening Remarks, Hon. Edmund Bartlett, Minister of Tourism of Jamaica

**Plenary 1:** Findings and Recommendations of the Multi-stakeholder Forum – The Integrated Assessment of Barriers and Challenges for STE: *Challenges to Post-Disaster Business Continuity of Small Tourism Enterprises in the Caribbean* (Coordinated by CHTA)

**10:00 am** Presentation of the Holistic/Integrated Assessment of Barriers to STE Resilience and Recommendations, CHTA (TBD)

**10:45 am** *Coffee Break*

**11:00 am** Considerations from Ministers of Tourism (2) (15' each)

**11:30 am** Consideration from an STE in representation of the Multi-stakeholder Forum (TBD)

**12:00 noon** Open Discussion Moderated by CHTA or SEDI Tourism (TBD)

**12:30 pm** Lunch

**Plenary 2:** The Crisis Communication Strategy and Business Continuity Planning tools and Community Emergency Response Teams (CERT) (Coordinated by UWI)

**1:45 pm** Presentation of the Crisis Communication Strategy, UWI (TBD)

**2:30 pm** Consideration from an STE that adapted the Model Procedural Guide (TBD)

**3:00 pm** Considerations from Ministers of Tourism (2) (15' each)

**3:45 pm** Closing Session (Plenary Sessions 1&2)

**4:00 pm** ***First Meeting to Re-engage the Tourism Sector Sub-Committee (TSSC) – closed session***

### **Reception (TBD by the Ministry of Tourism of Jamaica)**

This event will consist of an informal gathering for participants to get to know each other. The format will be proposed by the host, and it might include cultural exhibits as well as presentations from the host country experts and tourism actors.

**Day #3: July 21<sup>st</sup> Plenary Session 3**

- 9:30 am** Presentation of the Business Continuity Planning, Business Impact Assessment and Recovery – Needs Assessment, Gaps and Tools, and Community Emergency Response Teams (CERT) UWI (TBD)
- 10:15 am** Consideration from an STE that participated in the training (TBD)
- 10:45 am** Considerations from Ministers of Tourism (2) (15' each)
- 11:15 am** Open Discussion Moderated by UWI (TBD)
- 11:45 am** Next Steps (OAS)
- 11:55 am** Closing Remarks (Ministry of Tourism, Jamaica TBD)
- 12:00 noon** Regional High-Level Policy Forum ends

***Field Trip (1:00 pm – 3:00 pm)***

This activity will entail a visit to a community to provide an opportunity to hear from local businesses, owners and community members of their challenges and strategies to mitigate the impact of disasters, recovery and resume business operations and activities. Members of Community Emergency Response Team (CERT) will share their training and organization, deployments, and experiences.