

June 13, 2024

Mr. Anton Edmunds
General Manager of the Inter-American Development Bank
Caribbean region
6 Montrose Rd, Kingston 6, Jamaica

Subject: Request for Technical Cooperation: " Promote the energy transition in shipping and ports services in the Caribbean and the Hidrovia-Paraguay-Paraná"

Dear Mr. Edmunds,

The Caribbean Shipping Association (CSA) hereby requests technical cooperation to bolster the Caribbean region's efforts in promoting energy transition and developing alternative low-carbon fuel pathways for decarbonizing shipping and port services.

Specifically, this technical cooperation aims to support: (i) data collection mechanisms and platforms; (ii) assessments of clean energy demand and supply; and (iii) cross-sectoral workshops, capacity building, and dissemination activities. In 2023, CSA established a Decarbonization Committee to steer our thematic efforts. Through this collaboration, we aim to strengthen our member support to accelerate the adoption of decarbonization actions within the industry.

CSA was established in 1971, emerging from the necessity of a central voice for the region's shipping industry. The mechanization of ports across the region hastened the need for representation and the formation of the Association that would become crucial to the development and exchange of ideas and practices integral to the growth of Caribbean shipping. The Association facilitates this through Training, Maritime Development and Caribbean Research Institute.

To ensure efficient implementation given its regional scope, we request that this technical cooperation be carried out by the Inter-American Development Bank in collaboration with other pertinent development partners.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Milaika Capella', enclosed in a light blue rectangular box.

Milaika Capella
General Manager
Caribbean Shipping Association

Cc: Mr. Roberto Aiello, Principal Regional Energy Specialist, Caribbean region
Mr. Lindsay (Marc) Sampson, President. Caribbean Shipping Association



June 19, 2024

Mr. Lorenzo Escondeur
Chief of Operations
Country Office Jamaica
Inter-American Development Bank
6 Montrose Road
Kingston 6

Dear Mr. Escondeur

Re: Endorsement of Inter-American Development Bank (IDB) Regional Technical Cooperation: Promote the Energy Transition in Shipping and Ports services in the Caribbean and the Hidrovia-Paraguay-Paraná

Reference is made to the attached letter from the Caribbean Shipping Association dated June 13, 2024, requesting a technical cooperation in the amount of US\$350,000 to support decarbonization of shipping and port services.

Based on our review of the information provided, the project's objective of providing support to the Caribbean and the Hidrovia-Paraguay-Paraná countries (i.e. Argentina, Brazil, Paraguay and Uruguay) in promoting the energy transition in shipping and port services, aligns with the Government's sustainable development agenda and more specifically its efforts to promote the blue economy.

The PIOJ endorses this initiative and the participation of the Caribbean Shipping Association.

Yours sincerely,

Barbara Scott
For Director General

Attachment

CC: Mrs. Arlene Williams, Permanent Secretary - MEGJC

Tracie-Ann West

From: IDBJamaica <IDBJamaica@iadb.org>
Sent: Tuesday, 18 June 2024 8:12 am
To: Barbara Scott
Cc: Edmunds, Anton; Escondeur, H. Lorenzo; Aiello, Roberto Gabriel; Samuels, Rochelle Kaye; Ho Lung, Jodi; Tracie-Ann West; Golding, Alison Shelley; Brown, Kamala; Shellyanne Lutas
Subject: Request for Technical Cooperation - Caribbean Shipping Association
Attachments: Request for Technical Cooperation Promote the energy transition in shipping and ports services in the Caribbean and the Hidrovia-Paraguay-Paraná.pdf; TC DOC RG-T4478 Shipping-03June2024.docx

Importance: High

Dear Barbara,

I refer to the request for technical cooperation support from the Caribbean Shipping Association (CSA), attached.

The technical cooperation aims to support the following activities in the Caribbean as inputs to the activities that CSA is undertaking on decarbonization of shipping and port services:

- (i) data collection mechanisms and platforms;
- (ii) assessments of clean energy demand and supply; and (iii) cross-sectoral workshops, capacity building, and dissemination activities.

Please note that the scope of the TC is regional, covering the Caribbean and a waterway in South America (draft TC Doc attached for further reference). For what refers to the Caribbean, considering that CSA is established in Jamaica, we seek PIOJ's no objection to the proposed.

Many thanks in anticipation.

Best Regards,
(For and on behalf of)

Lorenzo Escondeur

Chief of Operations - Country Office Jamaica | Inter-American Development Bank | +1 (876) 224 0699





4 Fourth Avenue, Newport West
Kingston 13, Jamaica

+1 876 923 3491
secretariat@caribbeanshipping.org
www.caribbeanshipping.org

October 17, 2025

Inter-American Development Bank (IDB)
Attn.: Mr. Anton Edmunds - General Manager
Email: antone@iadb.org

Subject: Upcoming Amendment to the Constitution of the Caribbean Shipping Association

Dear Mr. Edmunds,

In line with our ongoing efforts to enhance the representation and inclusiveness of the Caribbean Shipping Association (CSA), I would like to inform you that we are in the process of amending our constitution to reflect a broader and more comprehensive mandate.

This amendment will clarify the CSA's representation of both private and public sectors, encompassing the ports and maritime authorities of all Caribbean member countries. It will specifically recognize nations such as Belize, the Bahamas, Guyana, and Suriname, in addition to our current representation of Jamaica, Barbados, and Trinidad. While these countries have been part of the CSA for many years, their representation has traditionally been managed through their respective national associations.

Furthermore, our membership has expanded over the past decades to include nations from Latin America, North America, and Europe. Attached to this letter is a comprehensive list of CSA members, ensuring that all member countries are included in the amendment, without excluding any nations from the Caribbean, Latin America, North America, or Europe.

The resolution for this amendment will be presented and voted upon at our next Annual General Meeting, scheduled for October 13, 2025, in Paramaribo, Suriname.

We believe this change will significantly enhance the CSA's role as a leading advocate for the region's maritime and port sectors, while also fostering stronger collaboration among both public and private stakeholders. Moreover, we are confident that this development aligns well with the shared goals of the CSA and the IDB, particularly in

advancing regional integration and sustainable development within the maritime industry.

Thank you once again for your continued support. Should you have any questions or require further information, please do not hesitate to contact us.

Yours sincerely,

Milaika Capella
General Manager
Caribbean Shipping Association

Cc: Mr. Roberto Aiello, Principal Regional Energy Specialist, Caribbean region

Attachment: Members list



	Company Name	Membership Type	Company Email	Address	City/Town	State/Province	Country
1	Caribbean Maritime University	Associate Member	eduggan@cmu.edu.jm; amayne@cmu.edu.jm; staylor@cmu.edu.jm	P O Box 8081		Kingston	Jamaica
2	NS Consulting & Training	Associate Member	nsanchez@nsconsultingrd.com	Av. Romulo Betantcourt #1406		Santo Domingo	Dominican Republic
3	Port Management Association of the Caribbean	Associate Member	secretary@pmac-ports.com	P.O. Box 929 G.P.O		Bridgetown	Barbados
4	Power Pool Plus	Associate Member	adam@powerpoolplus.com; ted@powerpoolplus.com	1107 Willard Road		South Carolina	USA
5	Taylor International (<i>Taylor Machine Works</i>)	Associate Member	rboxx@taylorbigred.com; Ramon.Perez@Taylorbigred.com; tbernal@taylorbigred.com	3690 North Church Ave	Louisville	Mississippi	United States
6	ADEKO Enterprises S.A.	Group A	info@adeko-ht.com; r.fontilus@adeko-ht.com; jm.antoine@adeko-ht.com	42, Boulevard Toussaint Louverture		Port-au-Prince	Haiti
7	AGEMAR (Agences Maritimes Reunis SA)	Group A	jpbaussan@agemar.com	360 Blvd Lasaline		Port au Prince	Haiti
8	BEC Limited	Group A	bec@becbz.com	1 Slaughterhouse Rd	Belize City		Belize
9	Brysons Shipping (<i>Geo W. Bennett Bryson & Co Ltd</i>)	Group A	pryan@brysonsgroup.com; joseph@brysonshipping.com	Friar's Hill Road		St Johns	Antigua

10	Carib Seas Ltd	Group A	lorrieann.evansonjoseph@caribseasLtd.com; nitsa.thomas@caribseasLtd.com;	P.O. Box 1267		St. Johns	Antigua & Barbuda
11	Consolidated Maritime Services	Group A	terrence.dornellas@cmsantigua.com	Old Parham Road		St. Johns	Antigua & Barbuda
12	H. Bromet Shipping (Steamship Agents)	Group A	hugo@hbrometshipping.sr	P O Box 2924		Paramaribo	Suriname
13	Integra Marine & Freight Services	Group A	r.vyzelman@integramar.com; Q.Vieira@Integramar.com	P O Box 1842		Paramaribo	Suriname
14	Island Shipping & Trading Company Ltd	Group A	operations@islandshipping.com	Pasea Estate Road		Roadtown, Tortola	British Virgin Islands
15	Norton Lilly International (Panama) S.A.	Group A	nortonadm@nortonlilly.com.pa	NO MAILING ADDRESS		Panama	Republic of Panama
16	N.V. VSH Logistics	Group A	vshcredit@vshunited.com				Suriname
17	Rozo & Cia S.A.S.	Group A	lourdes@therozogroup.com ; jrozoycia@costa.net.co	Transversal 48 No 21-85 calle Nilo Barrio el Bosque		Cartagena	Colombia
18	Seaboard Freight & Shipping Jamaica Ltd	Group A	corahann.sylvester@seaboardjamaica.com	80-82 Second Street		Newport West	Kingston 15 Jamaica
19	Stevedoring Services Ltd	Group A	lamaral@stevedoring.bm ; Finance@stevedoring.bm ; Rochester@stevedoring.bm	38 Front St		Hamilton	Bermuda
20	Anguilla Air & Sea Ports Authority	Group B	Sherman.Williams@gov.ai	WallBlake, P.O. Box 1382		The Valley	Anguilla

21	Antigua & Barbuda Ports Authority	Group B	portmanagerassistant@gmail.com; port.manager.antigua@gmail.com; darwin.telemaque@anuport.com	Deep Water Harbour		St. Johns	Antigua
22	Aruba Ports Authority N.V.	Group B	marc.figaroa@arubaports.com	Port Administration Building		Dutch West Indies	Aruba
23	Aruba Stevedoring Company (ASTEC) N.V.	Group B	clarke@astecaruba.com	Barcadera 141	Sta. Cruz		Aruba
24	Barbados Port Inc <i>(fmrly Barbados Port Authority)</i>	Group B	djeanmarie@barbadosport.com	Cube Blue	St. Michael		Barbados
25	Harbour & Pilotage Bonaire (Bonaire Ports)	Group B	gunther.flanegin@bonairegov.com	Kaya JC van der Ree 8 b			Bonaire
26	British Virgin Islands Port Authority	Group B	apickering@pickering@bviports.org	P O Box 4	Road Town	Tortola	British Virgin Islands
27	Curacao Ports Authority	Group B	h.decastro@curports.com; m.hook@curports.com	Werf De Wild z/n		Willemstad	Netherland Antilles
28	DP World Logistics <i>(formerly Integra Port Services N.V.//DP World Paramaribo)</i>	Group B	FacturaDOM@dpworld.com;mervel.kotzebue@dpworld.com; cherie.frankel@dpworld.com;	Van't Hoguhvystraat 13-15, 2nd Floor		Paramaribo	Suriname
29	Etablissement Portuaire de Saint Martin <i>(Port Authority of Saint Martin)</i>	Group B	aellis@portdemarigot.com	Baie de la Potence		Saint-Martin, 97150	St. Martin
30	Freeport Container Port	Group B	Sturru-Bosfield.Thelma@fcpbahamas.com			Freeport	The Bahamas
31	Freeport Harbour Company	Group B	Rolle.Dawn@FHCBAHAMAS.COM	P.O. Box F-42465		Freeport	The Bahamas

32	Grand Port Maritime de Guyane	Group B	gpm@portdeguyane.fr; s.bouchenafa@portdeguyane.fr	Zone de Dégrad des Cannes 97354 Rémire-Montjoly	Rémire-Montjoly		French Guiana
33	Grand Port Maritime de la Guadeloupe	Group B	m-gautier@port-guadeloupe.com	P O Box 485	Pointe-A-Pitre		Guadeloupe 97165
34	Grand Port Maritime de la Martinique	Group B	jr.villageois@martinique.port.fr; r.cornu@martinique.port.fr			Fort-de-France	Martinique
35	Grenada Ports Authority	Group B	portmanager@spiceisle.com; cbfelix@hotmail.com	P O Box 494, Carenage	St. Georges	St. Georges	Grenada
36	Jacksonville Port Authority	Group B	ricardo.schiappacasse@jaxport.com; Jeff.Price@jaxport.com	2831 Talleyrand Avenue	Jacksonville	Florida	USA
37	Konecranes <i>(Formerly Terex Port Solutions)</i>	Group B	alan.garcia@konecranes.com	12322 Ashville Drive	Garden City, GA 31408	Florida	USA
38	KTK Tugs	Group B	S.Rojer@kktugs.com				Curacao
39	Manzanillo International Terminal (MIT)	Group B	curriola@mitpan.com; juancarlos.croston@mitpan.com;	P O Box 320039	Colon		Republic of Republic of Panama
40	Maritime Authority of Jamaica	Group B	maj@jamaicaships.com; mmcfarlane@jamaicaships.com; cgrant@jamaicaships.com;	2nd Floor, 12 Ocean Blvd	Kingston		Jamaica
41	Maritime Authority of Suriname	Group B	lswedo@mas.sr; info@mas.sr	Cornelis Jongrawstraat no 2	Paramaribo		Suriname
42	N.V. Havenbeheer - Suriname	Group B	smeport@sr.net	Nieuwe Haven, Van't Hogerhuysstraat	Paramaribo, Zuid		Suriname

43	N.V. VSH Transport	Group B	vshcredit@vshunited.com	Van't Hogerhuysstraat 9-11		Paramaribo	Suriname
44	Nassau Container Port Ltd (APD)	Group B	dbethell@apdport.com	P.O. Box SP 63958		Nassau	Bahamas
45	Port Authority of the Cayman Islands	Group B	phurlston@caymanport.com; dchristian@caymanport.com; jshaw@caymanport.com	110 Portland Road	Georgetown		Cayman Islands
46	Port de l'Quest Guyanais	Group B	port.slm@ouestguyane.fr	2, rue Bruno AUBERT		BP 26 97360 MANA	Guyana
47	Port Everglades Authority	Group B	jelie@broward.org	1850 Eller Drive	Ft. Lauderdale	Florida	USA
48	Port of Belize	Group B	alane@portofbelize.com; info@portofbelize.com; cmalic@portofbelize.com	P.O Box 2674	Belize City		Belize
49	Port of Miami	Group B	dowens@miamidade.gov	1015 North America Way	Miami	Florida	USA
50	Port Lafito	Group B	imedina@gbgroup.com	Route Nationale #1	Cabaret		Haiti
51	Port St. Maarten Group of Companies	Group B	agumbs@portstmaarten.sx; commerical@portstmaarten.sx; lsimmonds@portstmaarten.sx	A.C. Wathey Cruise & Cargo Facilities		Point Blanche	St. Maarten
52	Seaport Manatee	Group B	medwards@seaportmanatee.com	300 Tampa Bay Way	Tampa	Florida	USA

53	Sectus Technologies Intl. Inc	Group B	mfortier@sectustechnologies.com	5 Peronne Village Complex	Chrsit Church		Barbados
54	Sociedad Portuaria Regional de Cartagena (SPRC)/ SPRC Container Terminal Port of Cartagena	Group B	comercial@sprc.com.co; aochoa@sprc.co	Manga Terminal Maritimo	Cartagena		Colombia
55	St. Christopher Air & Sea Ports Authority (<i>fmrly St. Kitts Port Authority</i>)	Group B	communications@scaspa.com ;	P O Box 963		Basseterre	St. Kitts & Nevis
56	St. Lucia Air and Sea Ports Authority	Group B	daren.cenac@slaspa.com; beverly.dulcie@slaspa.com	c/o P.O. Box 651		Castries	St. Lucia
57	St. Vincent & the Grenadines Port Authority	Group B	bjohn@SVGPA.com; wnichols@svgpa.com	P O Box 1237	Kingstown		St. Vincent
58	Traymore N.V. Moengo Port (<i>Moengo Dock Operations</i>)	Group B	info@traymore.sr; lprofijt@traymorenv.com; secretary@traymorenv.com;	FREDERIK DERBYSTREET 37-39		Paramaribo	Suriname
59	Virgin Islands Port Authority	Group B	jharley@viport.com	P.O. Box 301707		St. Thomas	US Virgin Islands
60	Boskalis	Group C	robert.bosman@boskalis.com	Edificio Balboa Point 101, (Banco Hipotecario),			Republic of Panama
61	Caribbean Feeder Services	Group C	cfs.accounting@caribbeanfeeder.com; yoram.dallman@caribbeanfeeder.com	Calle 50, PH Panama Business Hub	Panama City		Panama
62	CMA CGM Martinique	Group C	fdf.ccaupenne@cma-cgm.com	ZIP de la Pointe des Gives		Fort-de-France	Martinique
63	Crowley Maritime	Group C	tony.otero@crowley.com	9950 NW 17th Street	Doral	FLorida	USA

64	DOME - USA	Group C	carlos.damian@domechartering.com	130 Severn Avenue	Annapolis	Maryland	USA
65	Geest Transportation Group <i>(was Geest Line Limited)</i>	Group C	pdixon@geestline.com	Little Park Farm Road	Fareham	Hampshire	United Kingdom
66	Playablanca BV - GrayShip	Group C	philip@grayship.eu	TORFHOEKEN 15	SCHILDE	Antwerpen	Belgium
67	Hapag-Lloyd (America) Inc	Group C	Torbjorn.Stigson@hlag.com; fabio.beratto@hlag.com; pilar.calvo@hlag.com,	3350 SW 148th Ave	Miramar	Florida	USA
68	Hoegh Autoliners	Group C	agenor.olivardia@hoegh.com; katherin.barria@hoegh.com; viodelda.rodriguez@hoegh.com				USA
69	King Ocean Services	Group C	ralph.remi@kingocean.com; cesar.baez@kingocean.com; hans.schnoor@kingocean.com	11000 NW 27th St # 201	Doral	Florida	USA
70	Marfret USA, Inc. <i>(Compagnie Maritime Marfret)</i>	Group C	joanne.latham@marfret-na.com	500 East Main Street	Norfolk	Virginia	USA
71	Nirint Shipping	Group C	breejen@nirint.com	Augustapolder 74-76			The Netherlands
72	CPT PSA Marine Panama S.A. <i>(formerly Meyer's Tugs S.A.)</i>	Group C	gabriel.forero@meyersgrp.com; icasal@cpttowage.com; mmerchan@cpttowage.com	Business Park, Ed. 3825, Of. 202, Panama Pacifico	Panama City		Republic of Panama
73	SAAM Towage <i>(fmrly SAAM SMIT/SAAMTowage Panama Inc.)</i>	Group C	company.panama@saamtowage.com	Torrijos Herrera Ave	Panama City		Republic of Panama
74	Seaboard Marine Ltd	Group C	Stephen.Bell@SeaboardMarine.com	8001 NW 79th Avenue	Miami	Florida	USA

75	Seabulk Towing	Group C	Cbhalai@SBULK.COM	2200 Eller Drive	Fort Lauderdale	Florida	USA
76	SEACOR Lines	Group C	cgittens@seacorislandlines.com;	1300 Eller Drive	Fort Lauderdale	Florida	USA
77	Seatrade Reefer Chartering N.V.	Group C	andre.atema@seatrade.global	Presidente Rómulo Betancourt Boulevard 2		Willemstad	Curacao
78	Spliethoff's Bevrachtingskantoor B.V.	Group C	j.pauwels@spliethoff.com	De Radarweg 36, 1042 AA Amsterdam			The Netherlands
79	Svitzer Caribbean Inc.	Group C	castillo@svitzer.com ; matthias.reinarz@svit	AV. Abraham Lincoln 504	Piantini	Santo Domingo	Dominican Republic
80	Tropical Shipping	Group C	mdelmarrodriguez@tropical.com	501 Avenue P	Riviera Beach	Florida	USA
81	Van Oord Dredging and Marine Contractors BV	Group C	alex.cacicedo@vanoord.com ; auridea.fariasbotelho@vanoord.com	P.O Box 02399 Balboa	Rep. Panama		Panama
82	Vertraco Shipping	Group C	jan.brinkman@vertraco.nl; Annet.vandeGraaf@vertraco.nl	Veldkersweg 35		Rotterdam	The Netherlands
83	X-Press Feeder Services	Group C	Marc.Milano@xpf.com	BICSA Financial Centre	Corregimiento de Bella Vista	Panama City	Republic of Panama
84	AEGIR-Marine Americas SA	Group D	B.vandenHamer@aegirmarine.com; t.pinilla@aegirmarine.com	C.C. Terrazas de Albrook	Local C-11	Panama	Panama
85	Allegro Cargo S.R.L	Group D	psandoval@allegrocargo.com	Av. George Washington # 101		Santo Domingo	Dominican Republic
86	ANSA McAl (US) Inc.	Group D	debbie.lawrence@ansamcalus.com	11403 NW 39th Street	Miami	Florida	USA

87	Bromma Americas	Group D	jc.barona@bromma.com	4400 Ben Franklin Blvd.	Durham	North Carolina	USA
88	Cargotec Services Panama	Group D	aishell@santamaria@kalmarglobal.com	Marbella Office Plaza		Ciudad	Panama
89	CBX Global	Group D	mdechoudens@cbxglobal.com	2562 Cabot Commerce DR	Jacksonville	Florida	USA
90	CLC Projects Ltd.	Group D	bo.drewsen@clcprojects.com	469-471 Nathan Road			Hong Kong
91	C Logistics Solutions SRL	Group D	LRVICTORIA@clssa.net	Calle Juan Sanchez Ramirez No 12 Gazcue		Santo Domingo	Dominican Republic
92	Caribbean International Maritime Co. N.V. (Intermar)	Group D	intermar@sintmaarten.net	P O Box 497		St Maarten	Netherland Antilles
93	Caribconex	Group D	richard@caribconex.com	7500 NW 81st PL	Miami	Florida	USA
94	Caribtrans Inc	Group D	mmedina@caribtrans.com	11401 nw 107 street	Miami	Florida	USA
95	CEIBA	Group D	sabine.bajazet@ceiba-gp.com	CWTC ZI Jarry		Baie-Mahault 97 122	Guadeloupe
96	CLX Logistics Bahamas	Group D	info@clxnow.com		Nassau		Bahamas
97	Consolidated Freight Line LLC/ CFL Agencies USA	Group D	David.Ross@shipcfl.com	2750 SW 145TH Avenue	Miramar	Florida	USA

98	CTC Logistics S.R.L	Group D	rcastillo@ctcdo.com	Av. Charles Summer #21	Los Prodos	Santo Domingo	Dominican Republic
99	Damen Shipyards Gorinchem B.V.	Group D	americas@damen.nl	Indusrie Terrein, Arelingen West 20	AA Gorinchem		Netherlands/ Holand
100	Deme-Group	Group D	info@deme-group.com	Haven 1025.	2070 Zwijndrecht		Belgium
101	Den Hartogh Global B.V. (ISOTANK LOGISTICS)	Group D	mdullaert@denhartogh.com; jalbuquerque@denhartogh.com	Av. Júlio de Sá Bierrenbanch,		Rio de Janeiro-RJ	Brazil
102	ECU Worldwide (Econocaribe)	Group D	pabloyllescas@ecuworldwide.com; rakeshshah@ecuworldwide.com; brianmillar@ecuworldwide.com	2401 NW 69 Street	Miami	Florida	USA
103	Express Consolidation Systems Corp	Group D	oliver.fuchs@ecs-shipping.com	97 Lackwanna Avenue,	Totowa	New Jersey	USA
104	Fortify Cargo	Group D	dianne@fortifycargo.com	8312 NW 14th street	Doral	Florida	USA
105	Freeport Harbour Company	Group D	sabine.bajazet@ceiba-gp.com	CWTC ZI Jarry		Baie-Mahault 97 122	Guadeloupe
106	GAP Forwarding Inc	Group D	michael.lewis@interlincgroup.com	11411 NW 107th Avenue	Miami	Florida	USA
107	Hudson Analytix, Inc	Group D	andrew.baskin@hudsonanalytix.com; max.bobys@hudsonanalytix.com	1800 Chapel Avenue West	Cherry Hill	New Jersey	USA
108	Interwold Freight	Group D	fgomati@interwf.com	9705 NW 108th Ave			USA

109	Kalmar USA Inc	Group D	lourdes.bellas@kalmarglobal.com; ana.tenaglia@kalmarglobal.com	4400 Ben Franklin Blvd.	Durham	North Carolina	USA
110	Kestrel Liner Agencies LLP	Group D	skeats@kestrel.com	16320 NW 59 Avenue	Florida	Florida	USA
111	Liebherr USA, Co.	Group D	Anton.Walser@liebherr.com; winston.ziegler@liebherr.com; liege.olmos@liebherr.com	15101 NW 112th Ave	Hialeah Gardens	Florida	USA
112	Multimodal Logistics Z.L. Corp	Group D	logisticamultimodal@mlc.com.pa	Manzana CO 2-1	Cocosolito		Panama
113	Neutral Cargo Panama S.A	Group D	GERENCIA@NEUTRALCARGO.COM.PA ; FINANZAS@NEUTRALCARGO.COM.PA	Manzana CO-2-1 Lote A comercial Local N°1			Panama
114	Ocean Group (Quebec Inc <i>(Dredging Ocean DS Inc)</i>)	Group D	steve.cote@groupeocean.com	105 Abraham-Martin Street #500		G1K 8N1	Canada
115	Pier17 Group Inc	Group D	pfioire@corp.pier17group.com; lfigueroa@pier17group.com				
116	Reid Law	Group D	jermainereid.legal13@yahoo.com	22b Old Hope Road			Jamaica
117	ROMASCO Shipping	Group D	promney@romascogroup.com	Harbour House		VG1110	British Virgin Islands
118	Reginald Villard Agent Maritime SA	Group D	rvamhaiti@rvamhaiti.com; rvillard@rvamhait.com; inikovillard@rvamhaiti.com;	#22 Rue 6	Pacot		Haiti
119	RIMCO	Group D	jvalentin@rimcocat.com	312 Marginal J.F. Kennedy		San Juan	Puerto Rico

120	Sany Marine Heavy Industry Co. Ltd	Group D	starwang@sanygroup.com	318 Cooper Cir.	Peachtree City	Georgia	USA
121	SeaChange Solutions, Inc.	Group D	consultmyh@bellsouth.net	717 Ponce de Leon Boulevard	Coral Gables	Florida	USA
122	Shipco Transport Inc	Group D	csolorzano@shipco.com; rzorzi@shipco.com	80 Washington Street	Hoboken	New Jersey	USA
123	Subsea Global Solutions, LLC	Group D	kevin@miamidiver.com; kevin@sgsdiving.com	3601 SW 160th Avenue	Miramar	Florida	USA
124	The Mailbox Parcel & Shipping LLC	Group D	themailboxny@gmail.com	149A South 4th Avenue	Mt Vernon	New York	USA
125	Veconinter Trinidad & Tobago Ltd	Group D	rpanchoo@veconinter.com	4-6 Scott Bushe Street		Port of Spain	Trinidad
126	VSH United (USA) L.L.C.	Group D	sales@vshunited.com	10300 NW 19th Street	Doral	Florida	USA
127	Asociacion de Navieros de la Republicana Dominicana	National Association	legal@anrd.com.do; vicepresidencia@asociacionnavieros.com	Edificio Navieros, 3ER Piso	Margen Oriental	Santo Domingo	Dominican Republic
128	Cluster GAT Caraibes (Collectivite Territoriale de Martinique)	National Association	sandra.casanova@clustergatcaraibe.com; Sandra.CASANOVA@collectivitedema	6, Immeuble SERA	LAMENTIN 97232		Martinique, FWI
129	Curacao Maritime Association (CMAR)	National Association	board@cmar-curacao.com; s.mathoera@alphatronmarine.com	De Rouvilleweg z/n		Willemstad	Curacao
130	Puerto Rico Shipping Association	National Association	prsanavieros@outlook.com; cdiaz@puertoricoterminals.com	P O Box 9022714	Torre II Oficina 311-A	Guaynabo	Puerto Rico

131	Shipping Association of Barbados	National Association	julianne@shippingbarbados.com; ericaluke@ehshipping.com	2nd Floor, Trident House		Bridgetown	Barbados
132	Shipping Association of Guyana Inc	National Association	saginc@networksgy.com;	10 - 11 Lombard Street		Georgetown	Guyana
133	Shipping Association of Jamaica	National Association	trevorr@jamports.com	4 Fourth Avenue		Newport West	Jamaica
134	Shipping Association of Trinidad & Tobago	National Association	president@shipping.co.tt; sattcoo@shipping.co.tt	15 Scott Bushe Street		Port of Spain	Trinidad
135	Union Maritime et Portuaire <i>(The Port & Maritime Association of Guadeloupe)</i>	National Association	secretariat-umep@ceiba-gp.com	CWTC ZI Jarry		Baie-Mahault 97 122	Guadeloupe

SCHEDULE II referred to in Article 12A of the Articles of Incorporation

THE COMPANIES ACT 2004

CARIBBEAN SHIPPING ASSOCIATION LIMITED

INTERPRETATION

1. In these Articles unless the context otherwise requires:

"the Act" means the Companies Act 2004;

"the Association" means the Caribbean Shipping Association;

"the Seal" means the common seal of the Association;

"the General Council" means the governing body of the Association constituted in accordance with Article 18 hereof;

"secretary" means any person appointed to perform the duties of the secretary of the Association;

"National Association" means the association in a territory of the Caribbean Region most representative of shipping agencies and related activities.

For the purposes of entitlement to membership in the Association, "the Caribbean Region" means the Greater and Lesser Antilles, Belize, Venezuela, Guyana, Suriname, French Guiana, the Bahamian Islands, Bermuda, and also the areas of the United States of America, Mexico, Colombia, Panama, Costa Rica, Nicaragua, Honduras and Guatemala that border upon either the Gulf of Mexico or the Caribbean Sea.

Expressions referring to writing shall, unless the contrary intention appears, be construed as including references to printing, lithography, photography, and other modes of representing or reproducing words in a visible form.

Unless the context otherwise requires, words or expressions contained in these Articles shall bear the same meaning as in the Act or any statutory modification thereof in force at the date at which these regulations become binding on the Association.

Words importing the masculine form shall include the feminine and neuter forms, and vice versa. Words importing the singular number only shall include the plural, and the converse shall also apply. Words importing individual shall include corporations.

- 1A. In these Articles “electronic means” means via electronic and/or telephonic facilities or platforms; and “live stream or broadcast” means transmission and reception of live video and audio coverage.

Where in these Articles it is provided that members may attend a meeting of the Association by electronic means or by way of live stream or broadcast, the relevant computer programme or software (including webcasting, videoconferencing, teleconferencing, a combination of those and/or other electronic platforms) must allow members access to see and hear the proceedings; ask questions; vote electronically (including before and during the meeting and by proxy); and in all respects fully participate and exercise such rights, subject to the Chairman’s directions for the orderly conduct of the meeting.

MEMBERS

2. The number of members with which the Association was formed was nine (9) but the General Council may from time to time admit additional members.
3. The subscribers to the Articles of Incorporation and such other person, company or body as the General Council shall admit to membership, shall be members of the Association.

4. The Association shall consist of:
 - (i) **Ordinary Members** which shall comprise:
 - (a) Members of the Association as at October 28, 2008.
 - (b) National Associations, individual Agents and Stevedore Contractors as defined in Article 5 hereof.
 - (c) Port and Terminal Operators as defined in Article 5 hereof from within the Caribbean Region.
 - (d) Ship Owners/Operators as defined in Article 5 hereof who have had regular services operating for at least two years within the Caribbean Region.
 - (e) Logistic Service and Ancillary Service Providers (Group D) as defined in Article 5 hereof.
 - (ii) **Associate Members** which shall comprise all persons and/or companies who or which may not be admitted to Ordinary Membership of the Association. Such Associate Members shall not be entitled to vote at group or general meetings.
 - (iii) **Honorary Members** which shall comprise all persons and/or companies appointed and chosen in accordance with Article 7A hereof.
5. (1) Existing members of the Association and any other additional members admitted to membership after the adoption and registration of these Articles of Incorporation shall be assigned to membership to one of the following groups :

(a) **The Ships Agents and Private Stevedore Contractors Group (Group A)**

Membership of this group shall consist of - National Associations or individual agents who perform an agency function for any or all classes of ships and private Stevedore Contractors.

(b) **The Port Wharf and/or Terminal Operators Group (Group B)**

Membership of this group shall consist of those members who are - port, wharf and terminal operators and Port Authorities.

(c) **The Ship Owners/Operators Group (Group C)**

Membership of this group shall consist of those members who are owners/operators of public passenger or cargo vessels.

(d) **Logistic Service and Ancillary Service Providers (Group D)**

Membership of this group shall consist of those members who are either an Ocean Freight Forwarder (commonly known as OTIs) or a Non-Vessel Operating Common Carrier (NVOCC), Indirect Air Carriers (commonly known as IACs) and other service providers (commonly known as ancillary services). An Ocean Freight Forwarder is an individual or company that dispatches shipments via a common carrier or otherwise arranges space for those shipments on behalf of shippers. A NVOCC is a common carrier that holds itself out to the public to provide ocean transportation, issues its own bills of lading but does not operate the vessel by which ocean transportation is provided and is a shipper in relation to the involved ocean common carrier. An Indirect Air Carrier (IAC) means any person or entity within the United States not in possession of a Federal Aviation Administration air carrier operating certificate that undertakes to engage indirectly in air transportation of property and uses for all or any part of such transportation the services of a cargo

or passenger air carrier. An IAC is allowed to issue its own air way bills however but does not operate the aircraft by which air transportation is provided and is a shipper in relation to the involved air common carrier. Other Service Providers (or Ancillary Services) are other maritime, air or post-arrival services oriented companies that provide services and products to groups A, B, C and/or the general public including but not limited to trucking companies, warehousing providers, technology companies, customs clearance companies, demurrage/detention companies and among others that are approved as per the discretion/approval of the General Council and Chairman of Group D.

- (2) National Associations may be members of more than one group but can only be represented in the groups mentioned in Articles 5(b) ,5(c) and 5(d) above, provided any of their members could otherwise qualify in their own right for such groups.
6. (1) Applications for ordinary or associate membership in any particular group shall be made on application forms to be prescribed by the General Council from time to time.
- (2) All application forms duly completed shall be lodged with or forwarded to the Chairman of the group which the existing member or applicant wishes to join.
- Applications for membership by an incorporated body shall be made under its common seal.
- (3) Each application form shall be forwarded by the Chairman of a group with his recommendations and comments to the General Council which shall

satisfy itself that the applicant is qualified to join such group and may accept or reject the application for membership in its absolute and uncontrolled discretion PROVIDED THAT in the case of applications made by existing members of the Association, the General Council may not reject the application for membership but may only decide that the application should be made for membership in another group.

7. Membership in any group in the Association shall not preclude any member from being a member of any other association, national, regional or otherwise.

- 7A
- (1) In selecting an Honorary Member, the individual or entity shall first be nominated in writing by at least three (3) Ordinary Members who are in good standing with the Association, and where applicable, in addition to three (3) Ordinary Members, their respective National Association. Thereafter an Honorary Member shall be elected by the unanimous vote of the General Council on the basis of rendering outstanding service and contribution to the Association.
 - (2) For the avoidance of doubt a National Association, along with two (2) Ordinary Members can nominate any member to be an Honorary Member.
 - (3) Only members and past members of the Association may be nominated to Honorary membership.
 - (4) An Honorary Member shall not pay any subscription fee and shall be entitled to all privileges and benefits of membership SAVE AND EXCEPT that the Honorary Member shall not be:-
 - a) eligible to hold office or nominate or second a candidate to hold any office in the Association;
 - b) a member of the General Council;
 - c) entitled to vote at any meeting that may be convened from time to time; and

- d) entitled to claim any share in the assets of the Association upon dissolution or distribution.
8. If a member of a group shall cease at any time to satisfy the qualifications for membership of that group, such member shall ipso facto cease to be a member of that group PROVIDED THAT an application may be made for membership in another group if the qualifications for membership are satisfied and the procedure set out in Article 6 is followed.
9. (1) In addition to the general requirements for membership in any group as hereinbefore set forth the General Council shall be entitled to determine and publish detailed requirements for membership in any group or groups and to vary such requirements from time to time.
- (2) Each applicant for membership in any group will be supplied by the Association with a copy of the detailed requirements for membership in that group.

SUBSCRIPTIONS

10. (1) A National Association shall pay one fee which fee shall entitle it to membership in the four groups mentioned in Article 5 hereof.
- (2) Every member other than a National Association, shall contribute by way of subscription fees to the funds of the Association, such sums as may be prescribed by the General Council from time to time and approved at the annual general meeting.
- (3) The General Council shall have the right to prescribe different subscription fees in respect of any group or groups, or as between the members of any

particular group, having regard to differences in size, location, volume of business handled and any other factors which the General Council may deem to be relevant and may prescribe and publish scales of fees and vary the same from time to time.

- (4) Every member and every applicant for membership shall be supplied by the Association with details of the subscription fees currently in force from time to time.
11. Any corporate or incorporate body which is a member of the Association may authorize such person or persons, as it thinks fit, to act as its representative at all or any meetings of the Association, group, or committee of which it is a member and may vary such appointment from time to time. The instrument appointing such representative or representatives shall be in writing addressed to the Secretary of the Association. A person may be appointed such representative as aforesaid although such person is not a member of the Association. Where two or more persons are appointed to represent a corporation, that person who shall be present at the meeting, or if more than one person whose name stands first on the instrument of appointment shall alone be entitled to vote and to exercise the same powers on behalf of the corporation appointing him as if such representative was a member of the Association.
12.
 - (1) All members shall have the right to attend all annual general and extraordinary general meetings of the Association and take part in any discussions. Each member shall have one vote, except a National Association which shall have a number of votes determined by dividing the total subscription of the National Association by the subscription charged the individual members. In the case of any residual amount, more than fifty percent (50%) will constitute a complete vote and less than fifty percent (50%) will be discounted.

- (2) At all group meetings each member shall be entitled to one vote save and except meetings of Group A where the National Association members shall have the number of votes as provided in sub-section (1) of this Article 12.
 - (3) Prior to any and all elections, a list of all the paid members must be compiled.
- 13. A member of the Association having paid all assessment due and owing from such member, may withdraw from the Association by giving to the Association three calendar months' notice in writing of such intention. A member may with the consent of the General Council withdraw any such notice before its expiry date.
- 14. Every member shall be bound to further to the best of his ability the objects, interest, and influence of the Association and the group of which he is a member and shall observe all regulations of the Association.
- 15. Membership of the Association shall cease:
 - (a) if the member resigns;
 - (b) if the member becomes bankrupt or being a corporation be wound up or dissolved;
 - (c) if a majority of at least three-fourths of the members of the Association present and voting at an extraordinary general meeting at which not less than seventy-five percent (75%) of members shall be present, a resolution be passed for the exclusion from membership of the Association of a member who shall fail in the observance of any of the Articles of the Association or whose conduct is considered as being unworthy or unbecoming a member of the Association;

- (d) ipso facto if any subscription of the member or any part thereof remains unpaid for one year after the same become due.
16. A member excluded in accordance with the provisions of Article 15(c) above, shall forfeit all claims to the return of the money paid to the Association by way of annual subscription or otherwise, and shall cease to be a member of the Association, subject nevertheless to obligations, if any, which he may have incurred prior to his ceasing to be a member in accordance with the Articles of Incorporation .

FUNCTIONS AND ORGANISATION OF GROUPS

17. (1) Each group shall consider and make recommendations to the General Council affecting all matters falling within its particular sphere of interest and for that purpose, may convene meetings of its members, arrange functions of interest to its members, appoint committees of members of the group and generally take such other action as may be necessary for the benefit of members of the group provided that its activities fall within the policy and objectives of the Association.
- (2) Each group shall have its own Chairman who shall be elected by a majority of the members of the group.
- (3) The Chairman of each group shall with the assistance of the secretariat of the Association be responsible for the management of the group's affairs.
- (4) The members of each group shall meet at least once in every year at such time and place as shall be determined by the Chairman and in any event not later than three months before the annual general meeting of the Association, for the purpose of drawing up and submitting reports and recommendations to the General Council for consideration at the annual general meeting of the Association PROVIDED THAT any such

recommendations and reports may be submitted by any group to the General Council at any time during the year and in particular where the subject matter is considered to be important or requiring urgent attention.

- (5) No group shall have the power to make any decision which could affect the interest of any other group or groups or the members thereof or to make any decision which purports to be binding upon the Association or its members generally.
- (6) The members of each group shall be entitled to appoint one or more subcommittees for the purpose of assisting the Chairman of the group in the performance of his duties and each such sub-committee shall have the power to regulate its own procedure.
- (7) The President and Vice President of the Association shall be ex officio members of each group and shall be entitled to attend any meetings of such group but shall not vote thereat.

GENERAL COUNCIL

18. (1) The General Council shall be the governing body of the Association and shall be responsible for the management of its affairs and the exercise of all powers and duties conferred upon the Association pursuant to the Articles of Incorporation or by law which are not required to be exercised by the Association in general meeting, subject however, to any limitations imposed by the members of the Association by resolution in general meeting from time to time; but no limitation or regulation made by the Association in general meeting shall invalidate any prior act of the officers which would have been valid if that limitation or regulation had not been made.

- (2) The General Council shall, until the Association in general meeting otherwise determines, consist of fourteen members as follows:
- (i) The President;
 - (ii) The Vice President;
 - (iii) The General Manager;
 - (iv) The Immediate Past President;
 - (v) The Chairman of the Ships' Agents and Private Stevedore Contractors Group;
 - (vi) Three members of the Ships' Agents and Private Stevedore Contractors Group elected by the said group;
 - (vii) The Chairman of the Port Owners and Operators Group; (viii) One member of the Port Owners and Operators Group elected by the said group;
 - (ix) The Chairman of the Ship Owners/Operators Group;
 - (x) One member of the Ship Owners/Operators Group elected by the said group; and
 - (xi) The Chairman of the Logistics Service and Ancillary Service Providers; and
 - (xii) One member of the Logistic Service and Ancillary Service Providers Group elected by the said group.

The members of the General Council referred to at Articles 18(2) (iv) - (xii) above shall all rank equally among themselves while sitting on the Council.

- (3) The President and the Vice President shall be appointed by the members of the Association at the annual general meeting in each year and shall hold office until the appointment of their successors or the next annual general meeting whichever period shall be the longer. Whenever a new President is appointed his/her immediate predecessor in office shall serve as a member of the General Council with the title of "Immediate Past President" for a period commencing upon the date when he/she demitted office and ending

on such date as his/her successor in office as President becomes the "Immediate Past President".

- (4) The General Manager of the Association shall be appointed by the General Council on such terms and conditions as the General Council shall determine from time to time.
- (5) With the exception of the General Manager and the Immediate Past President, save as provided herein no person shall serve as a member of the General Council for more than three consecutive years in any one position, and no person shall serve as a member of the General Council for more than nine consecutive years. Provided always that a person shall be permitted to serve as a member of the General Council for more than nine consecutive years if in such additional years, the person serves in the capacity of Vice President and/or President.
- (6) Upon the adoption of these Articles of Incorporation, the Association in general meeting shall appoint a President and Vice President, who shall hold office until the next ensuing annual general meeting and the other Council members shall be appointed or nominated as required by by-law 18(2) hereof.
- (7) The President and Vice President of the General Council appointed as aforesaid shall receive and deal with all applications for membership of groups from all existing members of the Association notwithstanding the provisions of the Article 6(2) hereof until such time as each group has appointed its own Chairman.
- (8) It shall be the duty of the General Manager as directed by the President, to attend such general meetings of the Association, such meetings of the General Council and such meetings of the members of the groups and sub-

committees thereof and to perform and carry out all such other functions as may be delegated to him by the General Council from time to time.

- (9) The General Council may appoint a secretary of the Association on such terms and conditions as it thinks fit and until a secretary is so appointed the General Manager shall be responsible for carrying out the duties of secretary.

PROCEEDINGS OF GENERAL COUNCIL

19. (1) The members of the General Council may meet together for the dispatch of business, adjourn, and otherwise regulate their meetings, as they think fit. Questions arising at any meeting shall be decided by a majority of votes. In case of an equality of votes, the Chairman shall have a second or casting vote. The President may, and the secretary on the requisition of a council member shall, at any time summon a meeting of the General Council on giving not less than twenty one (21) clear days' notice exclusive of the day upon which the notice is given and of the day on which such meeting is to be held.
- (2) In accordance with Section 141 of the Act, a member of the General Council may, if all the members of the General Council members, participate in a meeting of the General Council or of a Committee of the General Council by means of such telephone or other communicating facilities as permits all persons participating in the meeting to hear each other.
- (3) Every notice convening a meeting of the General Council shall specify the place, the date and hour of the meeting.

20. The quorum necessary for the transaction of the business of the General Council may be fixed by the General Council and unless so fixed shall be five and must include at least one member representing each group.
21. The General Council may act notwithstanding any vacancy in their body, but, if and so long as their number is reduced below the number fixed by or pursuant to the regulations of the Association as the necessary quorum for meetings of the General Council, the continuing members or member may act for the purpose of summoning a general meeting of the Association, but for no other purpose.
- 21A. The members of the General Council shall among themselves have power at any time and from time to time, to appoint any person to be a member of the General Council, so long as that person is a member of the same Group of that as the member whose position has been vacated, in order to fill a casual vacancy. Any General Council member so appointed shall hold office only until the next following annual general meeting, and then shall be eligible for recommendation and reappointment.
22. At each meeting of the General Council, the President, or if he be absent the Vice President, shall be chairman of the meeting. If at any meeting of the General Council, the President and the Vice President are absent, the Council members present at such meeting shall from their number elect a Chairman for such meeting.
23. The General Council may delegate any of its powers to committees consisting of such member or members of the General Council as they think fit; any committee so formed shall in the exercise of the powers so delegated conform to any regulations that may be imposed on it by the General Council.
24. A committee may elect a chairman of its meeting. If no such chairman is elected, or if at any meeting the chairman is not present within five minutes after the time

appointed for holding the same, the members present may choose one of their number to be chairman of the meeting.

25. A committee may meet and adjourn as it thinks proper. Questions arising at any meeting shall be determined by a majority of votes of the members present and in the case of an equality of votes the chairman shall have a second or casting vote.
26. All acts done by any meeting of the General Council or of a committee of members of the General Council or by any person acting as a member of the General Council shall, notwithstanding that it be afterwards discovered that there was some defect in the appointment of any such member or person acting as aforesaid, or that they or any of them were disqualified, be as valid as if every such person had been duly appointed and was qualified to be a member of the General Council.
27. A resolution in writing, signed by all the members of the General Council for the time being entitled to receive notice of a meeting of the General Council, shall be as valid and effectual as if it had been passed at a meeting of the General Council duly convened and held. Any such resolution in writing may consist of several each signed by one or more of such members of the General Council.

GENERAL MEETINGS

28. The Association shall in each year hold a general meeting as its annual general meeting in addition to any other meeting in that year, and shall specify the meeting as such in the notices calling it; and not more than fifteen months shall elapse between the date of one annual general meeting of the Association and that of the next. The annual general meeting shall be held at such time and place as the General Council shall appoint.
- 28A. The Association may hold its annual general meeting or any extraordinary general meeting in any of the following manners:
 - (a) members present at the same physical venue; or

- (b) members present at a physical venue together with members in attendance by electronic means, or with a live stream or broadcast of the meeting; or
 - (c) members in attendance entirely by electronic means or, with a live stream or broadcast of the meeting.
- 28B. Any failure of technology or any failure or inability of a member to remain in any meeting convened in accordance with Article 28A shall not invalidate any resolutions passed or proceedings taken at such meeting provided that a quorum is present at all times.
29. All general meetings other than annual general meetings shall be called extraordinary general meetings.
30. The General Council may, whenever they think fit, convene an extraordinary general meeting, and extraordinary general meetings shall also be convened on the requisition of not less than one tenth of the members.

NOTICE OF GENERAL MEETINGS

31. An annual general meeting and a meeting called for the passing of a special resolution shall be called by twenty-one days' notice in writing at the least, and a meeting of the Association, other than an annual general meeting or a meeting for the passing of a special resolution, shall be called by fourteen days' notice in writing at the least. The notice shall be exclusive of the day on which it is served or deemed to be served and of the day for which it is given, and shall specify the place, the day and the hour of meeting and, in case of special business the general nature of that business, and shall be given in manner hereinafter mentioned or in such other manner, if any, as may be prescribed by the Association in general meeting, to such persons as are, under these Articles of the Association, entitled to receive such notice from the Association.

Provided that a meeting of the Association shall, notwithstanding that it is called by shorter notice than that specified in this Article 31, be deemed to have been duly called if it is so agreed:

- (a) in the case of a meeting called as the annual general meeting, by all the members entitled to attend and vote thereat; and
- (b) in the case of any other meeting, by a majority in number of the members having a right to attend and vote at the meetings, being a majority together holding not less than ninety-five percent (95%) of the total voting rights at that meeting of all the members.

31A. Notice of the meeting as well as copies of any relevant documents may be sent by electronic mail, post or by posting links to access the Notice and documents via the Association's website.

31B. Any notice, if sent by email, shall be deemed to be received twenty-four hours after it has been sent by the Association. Any notice, if sent by post, shall be deemed to have been served at the expiration of forty-eight hours after same shall have been posted; and in proving such service it shall be sufficient to prove that the envelope containing the notice was properly addressed and stamped and put into the Post Office or into any post box subject to the control of the Postmaster General. In the case of publication on the Association's website, notice shall be deemed to be served on the date on which the notice is published on such website.

32. The accidental omission to give notice of a meeting to or the non-receipt of notice of a meeting by, any person entitled to receive notice shall not invalidate the proceedings at that meeting.

PROCEEDINGS AT GENERAL MEETINGS

33. All business shall be deemed special that is transacted at an extraordinary general meeting, and also that is transacted at an annual general meeting, with the exception of the consideration of the accounts, balance sheets, and the reports of the General Council and auditors, the election of a President and Vice President in the place of those retiring and the appointments of and the fixing of the remuneration of the auditors.
34. No business shall be transacted at any general meeting unless a quorum of members is present at the time when the meeting proceeds to business; save as herein otherwise provided, ten members present in person shall be a quorum.
35. If within half an hour from the time appointed for the meeting a quorum is not present, the meeting, if convened upon the requisition of members, shall be dissolved; in any other case it shall stand adjourned to the same day in the next week, at the same time and place or to such other day and at such other time and place as the General Council may determine, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting the members present shall be a quorum.
36. The President shall preside as Chairman at every general meeting of the Association, or if there is no such President, or if he shall not be present within fifteen minutes after the time appointed for the holding of the meeting, or is unwilling to act, the Vice-President if present shall act as Chairman of the meeting.
37. If at any meeting the President and Vice President are absent or unwilling to act as Chairman, or are not present within fifteen minutes after the time appointed for holding the meeting, the members shall choose one of their number to be chairman of the meeting.

38. The Chairman may, with the consent of any meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. When a meeting is adjourned for thirty days or more, notice of the adjourned meeting shall be given as in the case of an original meeting, save as aforesaid it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.
39. At any general meeting a resolution put to the vote of the meeting shall be decided on a show of hands, unless a secret ballot is (before the declaration of the result of the show of hands) demanded:
- (a) by the Chairman, or
 - (b) by at least three members present in person or by proxy

Unless a secret ballot is demanded a declaration by the Chairman that a resolution has on a show of hands been carried or carried unanimously, or by a particular majority, or lost and an entry to that effect in the book containing the minutes of the proceedings of the Association, shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against such resolution.

40. If a secret ballot is duly demanded it shall be taken in such manner as the Chairman directs and the result of the secret ballot shall be deemed to be the resolution of the meeting at which the secret ballot was demanded.
41. In the case of an equality of votes, whether on a show of hands or on a secret ballot, the chairman-of the meeting at which the show of hands takes place or at which the secret ballot is demanded, shall be entitled to a second or casting vote.
- 41 A. As provided by Section 138 of the Act:

- (1) A resolution shall be an extraordinary resolution when it has been passed by a majority of not less than three-fourths of such members as, being entitled so to do, vote in person or, where proxies are allowed, by proxy, at a general meeting of which notice specifying the intention to propose the resolution as an extraordinary resolution has been duly given.
- (2) A resolution shall be a special resolution when it has been passed by such a majority as is required for the passing of an extraordinary resolution and at a general meeting of which not less than twenty-one days' notice specifying the intention to propose the resolution as a special resolution has been duly given.

Provided that, if ninety-five percent (95%) of the members entitled to attend and vote at any such meeting so agree, a resolution may be proposed and passed as a special resolution at a meeting of which less than twenty-one days' notice has been given.

VOTES OF MEMBERS

42. (1) Each National Association shall be entitled to the number of votes as determined in Article 12(1) above.
- (2) Each member other than a National Association, whose name is entered on the Association's register of members shall be entitled to one vote.
- (3) No member shall be entitled to vote at any general meeting unless all subscriptions payable by such member at the date of such meeting have been fully paid.

- 43. All votes may be given either personally or by proxy or by the established electronic means (as communicated through the relevant notices to include e-mail instructions and any other electronic means of instructions for any such meeting) but no member shall be entitled to appoint more than one proxy to attend on the same occasion.
- 44. The instrument appointing a proxy shall be in writing under the hand of the appointer or of his attorney duly authorised in writing or, if the appointer is a corporation, either under seal, or under the hand of an officer or attorney duly authorised. A proxy need not be a member of the Association.
- 45. The instrument appointing a proxy and the power of attorney or other authority, if any, under which it is signed, or a notarially certified copy, of that power or authority shall be deposited at the registered office of the Association or at such other place as is specified for that purpose in the notice convening the meeting, not less than one hour before the time for holding the meeting or adjourned meeting, at which the person named in the instrument proposes to vote and in default the instrument of proxy shall not be treated as valid.
- 46. An instrument appointing a proxy shall be in the following form or a form as near thereto as circumstances admit –

"Caribbean Shipping Association

I/We of being a member/members of the abovenamed association hereby appoint
 of or failing him

of as my/our proxy to vote for me/us on my/our behalf at the (annual or extraordinary, as the case may be) general meeting of the Association to be held on the day of 20..... and at any adjournment thereof.

Signed this..... day of20..... . »

- 47. The instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding a secret ballot.

CORPORATIONS ACTING BY REPRESENTATIVES AT MEETINGS

- 48. Any corporation which is a member of the Association may by resolution of its directors or other governing body authorise such person as it thinks fit to act as its representative at any meeting of the Association and the person so authorised shall be entitled to exercise the same powers on behalf of the corporation which he represents as that corporation could exercise if it were an individual member of the Association.

ACCOUNTS

- 49. The General Council shall cause proper books of accounts to be kept with respect to all sums of money received and expended by the Association and the matter in respect of which the receipt and expenditure take place.
- 50. The books of accounts shall be kept at the office of the Association, or at such other place or places as the General Council may determine and (subject to any reasonable restrictions as to the time and manner of inspecting the same that may be imposed by the Association in general meeting) such books of accounts shall be open to the inspection of members at all times during the usual business hours.

AUDIT

51. The Association at each annual general meeting shall appoint an auditor to hold office until the next annual general meeting, and shall at the time fix the remuneration payable to such auditor.

SEAL

52. The seal of the Association shall not be affixed to any instrument except by the authority of the General Council and in the presence of two members of the General Council or of one member of the General Council and the Secretary.

INDEMNITY

53. The members of the General Council, auditor, Secretary and other officers for the time being of the Association, and any trustees for the time being acting in relation to any of the affairs of the Association and their heirs, executors and administrators respectively, shall be indemnified out of the assets of the Association for any and all charges, losses, damages and expenses which they or any of them shall or may incur or sustain by reason of any act done or omitted in or about the execution of their duty in their respective offices of trusts except such (if any) as they shall incur or sustain by or through their own wilful neglect or default respectively, and no such officer or trustee shall be answerable for the acts, receipts, neglects, or defaults of any other officer or trustee, or for joining in any receipt for the sake of conformity, or for the solvency or honesty of any bankers or other persons with whom any moneys or effects belonging to the Association may be lodged or deposited for safe custody or for any insufficiency or deficiency of any security upon which any moneys of the Association shall be vested, or for any loss or damage due to any such cause as aforesaid, or which may happen in or about the execution of his office or trust unless the same shall happen through the wilful neglect or default of such officer or trustee.

Names, Addresses and Descriptions of Subscribers

1. **THE SHIPPING ASSOCIATION OF JAMAICA**
BOX 1050
KINGSTON
JAMAICA

2. **THE BERMUDA SHIPPING ASSOCIATION**
STEVEDORE HOUSE
HAMILTON, BERMUDA

3. **THE SHIPPING ASSOCIATION OF TRINIDAD & TOBAGO**
15 SCOTT BUSHE STREET
PORT-OF-SPAIN, TRINIDAD

4. **THE SHIPPING ASSOCIATION OF BARBADOS**
2nd FLOOR, TRIDENT HOUSE.
BROAD STREET, BRIDGETOWN, BARBADOS

5. **THE SHIPPING GROUP OF THE ST. LUCIA EMPLOYERS' FEDERATION**
GEORGE GORDON BLDG.
CASTRIES, ST.LUCIA

6. **ST. KITTS SHIPPING ASSOCIATION**
MARSHALL HOUSE,
BASSETERRE, ST.KITTS

7. **DOMINICA SHIPPING ASSOCIATION**
MARINE HOUSE
ROSEAU, DOMINICA

8. **GRENADA EMPLOYERS' FEDERATION**

P.O.BOX 25

GRENADA

9. **MONTSERRAT SHIPPING ASSOCIATION**

P.O.BOX 224, EMPIRE HOUSE,

MONTSERRAT

Dated the 30th day of September, 1977.

Amended the 12th day of October 2010

Amended the 8th day of October 2018