



## PIARCO INTERNATIONAL NOTAM OFFICE

**AIC**

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### REPUBLIC OF TRINIDAD & TOBAGO

### **ADVANCED PASSENGER INFORMATION SYSTEM**

#### **Introduction**

The Immigration (Advance Passenger Information) Act No.9 of 2008, requires **all** aircraft bound for Trinidad & Tobago to transmit Advanced Passenger Information for all passengers and crew members to the Chief Immigration Officer of Trinidad & Tobago. Advance Passenger Information (API) is data in respect of each passenger and crew member on board. This information must be transmitted as stated above prior to the departure of the aircraft from the last port of call for Trinidad & Tobago. *Please be advised that the current API legislation is pending revision and the provisions contained therein will be modified.*

#### **Mandatory Requirement**

Participation by all inbound aircraft is **mandatory** and can only be waived by Order of the Minister where the aircraft is a military aircraft or on official state business. Intentional or reckless failure to transmit, or incomplete transmission of, the API is deemed a summary offence. A captain of an aircraft found guilty of this offence is liable on summary conviction, to a fine of six hundred thousand dollars (600,000.00TTD).

#### **Data Elements Required**

The table below contains the specific data required for each flight.

<b><i>Flight Data</i></b>	<b><i>Passenger/Crew data</i></b>
Flight identification	Official travel document type
Scheduled departure date	Official travel document number
Scheduled departure time	Issuing State or organization of travel document
Scheduled arrival date	Expiration date of travel document
Scheduled arrival time	Last name
Last departure point/port	First name
Arrival point/port	Middle name
Next arrival point/port within the country/domestic space	Nationality
Number of passengers on board	Date of birth
Number of crew on board	Gender
	Place of birth
<b><i>Reporting Party Data</i></b>	Status (passenger, crew, in-transit)
Name	Original departure point/port
Telephone number	Clearance point/port
Fax number	Destination point/port

## **Collection/Collation Agent**

The Joint Regional Communications Centre (JRCC) has been appointed by the Government of Trinidad & Tobago as the agent/representative to collect and process this information on their behalf.

In order to facilitate the provision of the required information to the JRCC, the automated CARICOM Advanced Passenger Information System (APIS) was established. This system is a web-based application that provides a means of uploading and transmitting API. Full details on APIS requirements and downloadable forms may be obtained from the JRCC's website [www.caricomeapis.org](http://www.caricomeapis.org)

The methods and formats of submission are:

- (1) Downloadable Microsoft Excel Spreadsheet.
- (2) Online portal form accessed at [www.caricomeapis.org](http://www.caricomeapis.org).
- (3) Upload area for UN/Edifact Files.

## **JRCC Contact Details**

Joint Regional Communications Centre  
P.O. Box 1084  
Bridgetown Barbados  
BB11000

Tel: (246) 538 7900

Fax: (246) 228-4040

Email: [aviation.compliance@impacsjrcc.org](mailto:aviation.compliance@impacsjrcc.org)

Website: <https://www.caricomimpacs.org/>

Hours of Operation – H24

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**Replaces AIC 03/11**