

**FACT SHEET**  
**CARICOM ADVANCED PASSENGER INFORMATION SYSTEM**

Legislation has been passed which provides for an obligation for Advance Passenger Information to be transmitted to the ten (10) participating Member States, within the Single Domestic Space for ALL Air and Sea Carriers arriving at, and departing from each Member State.

**1. Participating Member States**

- a. Antigua and Barbuda
- b. Barbados
- c. Dominica
- d. Grenada
- e. Guyana
- f. Jamaica
- g. St. Kitts and Nevis
- h. St. Lucia
- i. St. Vincent and the Grenadines
- j. Trinidad and Tobago

**2. Queries and Contact Information**

JRCC (Joint Regional Communications Centre)

**Queries**

(246) 435-4066

(246) 435-4345

[apis-support@impacsjrcc.org](mailto:apis-support@impacsjrcc.org)

**3. Time of Submission**

**k. Commercial Air Carriers**

**i. Arrival**

No later than Fifteen Minutes **After** Departure **for** a Port  
Within the Single Domestic Space

**ii. Departure**

No later than Fifteen Minutes **After** Departure **from** a Port  
**Within** the Single Domestic Space to any Port both **Within**  
and **Outside** of the Single Domestic Space

**l. Private Aircraft**

**i. Arrival**

No later than Thirty (30) Minutes **Before** Departure **for** a Port Within the Single Domestic Space

**ii. Departure**

No later than Thirty (30) Minutes **Before** Departure **from** a Port within the Single Domestic Space for any Port both Within and Outside of the Single Domestic Space

**m. Sea Carriers Arriving from or Departing to a Port OUTSIDE of the Single Domestic Space**

**i. Arrival**

No later than Twenty Four (24) Hours **Before** Arrival **at** a Port Within the Single Domestic Space

**ii. Departure**

No later than Fifteen (15) Minutes **After** Departure **from** a Port within the Single Domestic Space to a Port Outside of The Single Domestic Space

**n. Sea Carriers Arriving from or Departing to a Port WITHIN the Single Domestic Space**

**o.**

**i. Arrival**

No later than One (1) Hour **Before** Departure **from** a Port Within the Single Domestic Space to another Port Within the Single Domestic Space.

**ii. Departure**

No later than One (1) Hour **Before** Departure **from** a Port within the Single Domestic Space to a Port Within the Single Domestic Space

**4. METHODS of Transmission**

**p. COMMERCIAL AIR CARRIERS (Private Carriers may use these methods, if capability exists)**

1. UN-EDIFACT, PAXLIST Message through ARINC at:

BGITTXA – Test Address

BGICUXH – Live Address

2. UN-EDIFACT, PAXLIST Message, as an attachment ONLY, by email to:
  - i. [regional@impacsjrcc.org](mailto:regional@impacsjrcc.org)
  - ii. [international@impacsjrcc.org](mailto:international@impacsjrcc.org)
- q. **PRIVATE CARRIERS** (Those without the electronic capability to submit using UN-EDIFACT)
3. XLS File, as an attachment ONLY, to:
  - i. [regional@impacsjrcc.org](mailto:regional@impacsjrcc.org)
  - ii. [international@impacsjrcc.org](mailto:international@impacsjrcc.org)
4. eAPIS format provided via Web Portal at:  
[www.caricomimpacs.org](http://www.caricomimpacs.org)
  - iii. Select “eAPIS” Link and choose either
  - iv. “Submit API Online” or
  - v. “Download XLS” - Downloadable Form with option to “Submit”

**Temporary Option  
Failure or Unavailability of Electronic Equipment**

5. Fax Message to:  
  
(246) 228-4040
- r. **COMMERCIAL SEA CARRIERS (Private Sea Carriers may use these methods, if capability exists)**
6. UN-EDIFACT, PAXLIST Message through ARINC at:  
  
BGITTXA – Test Address  
BGICUXH – Live Address
7. XML File through ARINC to:  
  
<https://amqs.arinc.net:8585/ENOAD/ENOADService>  
**(CASE SENSITIVE)**

**This is the TEST link. After validation the LIVE link will be provided.**

8. UN-EDIFACT, PAXLIST Message, as an attachment ONLY by email to:
  - i. [maritime@impacsjrcc.org](mailto:maritime@impacsjrcc.org)
9. XML File, as an attachment ONLY, by email to:
  - i. [maritime@impacsjrcc.org](mailto:maritime@impacsjrcc.org)
10. XLS File, as an attachment ONLY, by email to:
  - i. [maritime@impacsjrcc.org](mailto:maritime@impacsjrcc.org)
- s. **PRIVATE SEA CARRIERS** (Those without the electronic capability to submit using UN-EDIFACT)
  11. XLS File, as an attachment ONLY to:
    - i. [maritime@impacsjrcc.org](mailto:maritime@impacsjrcc.org)
  12. eAPIS format (registration required) provided via Web Portal at:  
[www.caricomimpacs.org](http://www.caricomimpacs.org)
    - ii. Select “eAPIS” Link and choose either
    - iii. “Submit API Online” or
    - iv. “Download XLS” - Downloadable Form with option to “Submit”

**Temporary Option  
Failure or Unavailability of Electronic Equipment**

13. Fax Message to:  
  
(246) 228-4040

**5. Registration – eAPIS**

- a. Go to [www.caricomeapis.org](http://www.caricomeapis.org)
- b. Select: REGISTER

**6. Naming Convention for ALL attached FILES sent by email**

[regional@impacsjrcc.org](mailto:regional@impacsjrcc.org)  
[international@impacs.org](mailto:international@impacs.org)  
[maritime@impacsjrcc.org](mailto:maritime@impacsjrcc.org)

**MANDATORY:**

Vessel ID  
Departure Date           mmdd  
Departure Time           hhmm (24 hour format)

Separated by a dash   - (no spaces between departure and arrival data)

Departure Date           mmdd  
Departure Time           hhmm (24 hour format)  
Passenger or Crew       P or C (as appropriate)

Followed by the file type –

“EDI” for UN-EDIFACT Files

XML and XLS file extension will be appended automatically.

Example:

JM0702280845-02281145P.EDI       (P for Passenger Data)

JM0702280845-02281145C.EDI       (C for Crew Data)

7. **Data Elements**

t. **Data relating to the flight or voyage:**

- **Flight Identification (if applicable)**  
(IATA Airline code and flight number)
- **Vessel Identification (if applicable)**  
(vessel name and voyage number)
- **Vessel Registration**  
(Vessel Registration Number)
- **Country of Registration**  
(Country where vessel registered)
- **Agent or Owner (where applicable)**  
(Name of Agent for the vessel or where no Agent, name of Owner)
- **Scheduled Departure Date**

(Date of scheduled departure of vessel or aircraft (based on local time of departure location))

- **Scheduled Departure Time**

(Time of scheduled departure of vessel or aircraft (based on local time of departure location))

- **Scheduled Arrival Date**

(Date of scheduled arrival of vessel or aircraft (based on local time of arrival location))

- **Scheduled Arrival Time**

(Time of scheduled arrival of vessel or aircraft (based on local time of arrival location))

- **Last Place/Port of Call of Vessel or Aircraft**

(Vessel or Aircraft departed from this last place/port of call to go to “place/port of vessel or aircraft initial arrival”)

- **Place/Port of Vessel or Aircraft Initial Arrival**

(Place/port in the country of destination where the vessel or aircraft arrives from the “last place/port of call of vessel or aircraft”)

- **Subsequent Place/Port of Call within the country/domestic space**

(Subsequent place/port of call within the country)

- **Number of Persons on board**

(Total number of passengers, crew on board)

- **Place/Port of Onward Foreign Destination**

(For departure from [country])

- u. **Data relating to each individual on board:**

Core Data Elements of the Official Travel Document

- **Official Travel Document Number**

(Passport or other official travel document number)

- **Issuing State or Organisation of the Official Travel Document**

(Name of the State or Organisation responsible for the issuance of the official travel document)

- **Official Travel Document Type**  
(Indicator to identify type of official travel document)
- **Expiration Date of Official Travel document**  
(Expiration date of the official travel document)
- **Surname/Given Name(s)**  
(Family name and given name(s) of the holder as it appears on the official travel document.)
- **Nationality**  
(Nationality of the holder)
- **Date of Birth**  
(Date of birth of the holder)
- **Gender**  
(Gender of the holder)