



Convention on Biological Diversity

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AFRICAN SUB-REGIONAL WORKSHOP TO
STRENGTHEN CAPACITY FOR THE CBD
PROGRAMMES OF WORK RELEVANT TO
INVASIVE ALIEN SPECIES
Nairobi, Kenya, 7 – 9 December 2011

Information Note for Participants

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1. Opening and registration

The African Sub-Regional Workshop to strengthen capacity for the CBD Programmes of Work relevant to Invasive Alien Species will be held in Nairobi, Kenya from Wednesday, 7 to Friday, 9 December 2011.

The workshop will start at 9:00 a.m. on Wednesday, 7 December 2011, and registration will take place at the venue of the workshop at 8:30 a.m. the same day.

2. Venue

The workshop will be held at:

The IUCN East and Southern Africa Regional Office (ESARO)

Wasaa Conservation Centre

Mukoma Road (off Magadi Road, City Square)

P. O Box 68200

200 Nairobi, Kenya.

Tel: +254 20 2493561/ 65

3. Working language

The workshop will be held in English.

4. Documents

Participants are kindly reminded to bring their own copies of the documents for the workshop as there will be no extra copies made available on site. Pre-session documents will be on the Secretariat's web site as they become available:



<http://www.cbd.int/doc/?meeting=WSCBIAS-AFR-01>

5. General information on access to Nairobi, Kenya



Nairobi is serviced by the Jomo Kenyatta International Airport (14 km from the city centre). The meeting venue is located in Gigiri near the city centre of Nairobi, Kenya.

For funded participants, please note that the Intercontinental Hotel has a booth at Jomo Kenyatta International Airport. If your travel information is provided to the Hotel in advance, they can normally take you to the Hotel free of charge.

Taxis are also available at the airport; please use an official airport taxi. Agree on the price before departing and please be advised that the use of a taxi is the only way into the city from 10:00 p.m. to 6:00 a.m. The journey should take approximately 30 minutes depending on traffic.

There is a taxi booth called "Jumbo Taxi" on the right hand side of the customs office at Jomo Kenyatta International Airport. There, it is possible to acquire a coupon which costs no more than 2000 Kenyan shillings. This is a good way to avoid the Taxi Queue.

6. Visa information



Participants from countries listed below do not require a visa; all other participants require an entry visa for Kenya and are strongly advised to contact the nearest Kenyan diplomatic or consular mission **as soon as possible** in order to secure the required entry visa in a timely manner, prior to departure. Please note that airline companies will not allow boarding in the absence of a valid visa.

A visa is required prior to entry into Kenya. A single entry visa (valid for up to 90 days from date of issue) will cost approximately US \$50. A transit visa may also be obtained. Citizens of the following countries must have a visa prior to arrival in Kenya: Afghanistan, Armenia, Azerbaijan, Cameroon, Democratic People's Republic of Korea, Iraq, Ivory Coast, Jordan, Lebanon, Mali, Nigeria, Senegal, Somalia, Syrian Arab Republic, Tajikistan, and Stateless Persons.

Information on visa requirements and the application form can be found on the web site of the Kenya Tourism Board at the following link:
http://www.magicalkenya.com/dload/kenya_visa_application_form.pdf;
http://www.magicalkenya.com/index.php?option=com_content&task=view&id=79&Itemid=195.

Countries whose nationals do not require visas to enter Kenya
(from the web site of the Department of Immigration of Kenya)

Bahamas	Jamaica	Seychelles
Barbados	Lesotho	Singapore
Belize	Malawi	Sierra Leone
Botswana	Mauritius	Swaziland
Brunei Darussalam	Malaysia	Tanzania, United Republic of
Cyprus	Maldives	Tonga
Dominica	Namibia	Trinidad and Tobago
Eritrea	Nauru	Tuvalu
Ethiopia	Papua New Guinea	Uganda
Fiji	St. Lucia	Vanuatu
Gambia	St. Vincent and The Grenadines	Zambia
Grenada	Samoa	Zimbabwe
Ghana	San Marino	

Information on the list of relevant Kenyan diplomatic/consular missions abroad, is available at the web site of the Ministry of Foreign Affairs of Kenya at:
http://www.mfa.go.ke/index.php?option=com_content&view=article&id=127&Itemid=59.

To facilitate the issuance of visas, the Secretariat will issue upon request invitation letters to be attached to the visa applications.

7. Hotel information and meals

A block booking has been made on behalf of all participants of the workshop at the Intercontinental Hotel. Your travel information will be provided directly to the hotel prior to your arrival. The Hotel information is as follows:

Intercontinental Hotel

City Hall Way

P.O. Box 30353

Nairobi, 00200, Kenya

Front Desk: +254-20-3200000

Fax: +254-20-3200030

E-mail: sales@icnairobi.com

Web site: <http://www.ichotelsgroup.com/intercontinental/en/gb/locations/overview/nairobi>

Non-funded participants may wish to avail themselves of the block booking reserved for participants of the workshop, if available. Kindly contact the hotel directly for reservations.

Please note that the Hotel accommodations will be pre-booked and pre-paid for all participants. The Hotel reservation also includes breakfast. Lunch will also be served on premise at the venue. Participants will be responsible for their dinner

8. Health requirements

The International travel, health and vaccination requirements for travel to Kenya can be obtained from the World Health Organization (WHO) web site: <http://apps.who.int/tools/geoserver/www/ith/index.html>. There are several vaccinations that are recommended.

A yellow fever vaccination certificate is required from travellers over one year of age coming from countries with risk of yellow fever transmission. The cities of Nairobi and Mombasa have lower risk of transmission than rural areas.

Risk of Malaria exists throughout the year in the whole country. Normally, there is little risk in the city of Nairobi and in the highlands (above 2,500 m) of Central, Eastern, Nyanza, Rift Valley and Western provinces.

For more information, please consult a medical professional with regard to the vaccination requirements for your travel.

Please note that Kenyan tap water is not safe to drink, however, bottled water is readily available.

9. Payment of the Daily Subsistence Allowances (DSA)

Sponsored participants will receive the relevant DSA on the first day of the workshop.

10. Official languages in Kenya

There are two official languages in Kenya which are Swahili and English.

11. Weather and time zone information



In December, temperatures in Nairobi usually range between a maximum of +24°C in the daytime and a minimum of +12°C at night. Current weather conditions in the area can be found at: <http://www.worldweather.org/071/c00251.htm>.

The standard time zone will be GMT/UTC +3 hours.

12. Electricity

The electrical currents in Kenya are 240 Volts, 50 Hertz as shown in the illustration below.



13. Currency



The currency in Kenya is the Kenyan Shilling (Ksh). The current exchange rate as at 18 November 2011 is US\$ 1 = 91.20 Ksh and €1 = 123.42 Ksh. Most hotels offer currency exchange facilities as well as banks in major centres are open from 9:00 a.m. to 3:00 p.m. and at Jomo Kenyatta International Airport which is open daily from 7:00 a.m. to midnight. ATM machines are also available country wide. Major credit cards are accepted.

14. General Safety Rules for Travellers to Kenya

As in other countries, it is advisable to hand in your passport, traveller's cheques, excess money and any other valuables to be locked in the hotel's safe. Alternatively, where available, arrange to hire a safety deposit box. It is a sensible precaution not to walk alone in isolated towns or beach areas. Ask advice from your hotel manager or tour representative. Some precautions are as follows:

- Make a copy of your passport and keep it in your luggage.
- Don't walk on your own at night in the major cities or on empty beaches.
- Don't carry too much cash with you.
- Wear a money belt that fits under your clothes.
- Don't carry a lot of camera equipment especially in the major cities.

A "UN Security advice for visitors" is attached as a pdf file which contains general information on travel safety within Kenya.

15. Disclaimer

The CBD Secretariat disclaims all responsibilities for medical, accident and travel insurances, for compensation for death or disability compensation, for loss of or damage to personal property and for any other losses that may be incurred during travel time or the period of participation. In this context, it is strongly recommended that participants will secure international medical, accident and travel insurances for the period of participation prior to departure.



Security Advice for UN Visitors To Nairobi

AREA

Nairobi is the capital and administrative city of Kenya. The UN SLS area of Nairobi is in security level III and covers the entire Nairobi province.

GENERAL SECURITY IN NAIROBI

General crime in Nairobi is high and like many other large cities, it is no longer the safe place that it used to be.

Armed conflict: There is no evidence of the presence, intent or capability of groups to resort to armed conflict. During the post-election violence in 2008, military contingents were garrisoned in Nairobi. Although some weapons are available, they are used in criminal incidents during civil unrest.

Terrorism: Several statements of intent against Kenya by Al-Shabaab, with Nairobi as most likely location. The Kampala attacks in 2010 proved the Al-Shabaab intent and capability to conduct attacks in the region.

Crime: In the vast majority of criminal incidents including car-jackings and residential burglaries, weapons (knives) are carried by assailants and are used to threaten victims. For car-jackings and burglaries, criminals generally operate in small teams, plan the operation in advance and use a variety of methods to execute attacks. Financial and logistic challenges prevent security services from adequately responding to criminal incidents.

Civil unrest: Demonstrators (often students or other political activists) generally try to disrupt the normal functioning of the society rather than cause injuries or death through violence. Although police have anti riot equipment, they seldom use them but revert to tear gas as the main component of crowd control.

Hazards: The most significant hazards are road traffic accidents. It is advisable to:

- Drive defensively and obey all traffic rules, even when most other drivers don't.
- Ensure that the safety devices are in good working order (headlamps, brakes etc.)
- Do not stop in dark, isolated areas. If you must stop, choose an appropriate location.

PERSONAL SECURITY

Street muggings can occur at any time of the day and night in Nairobi. Be alert and follow these simple rules:

- Keep to the main parts of Nairobi and don't be tempted to go to places that you are not sure of; example is the slum areas.
- If in doubt of the area you want to go to, ask for advice from UN security.
- Keep to the main roads and avoid short cuts down back alleys etc.
- Never walk at night. Always take a taxi.
- Be particularly wary of people hanging around outside hotels; it is a favourite place to catch tourists and mug them.
- Ignore the street children and people coming up to

you in the streets with hard luck tales. Street children can become violent and may be part of an elaborate scam or they might just be pick pockets. The best thing to do is just to walk on and ignore them.

- Do not carry large sums of money when shopping and do not wear expensive jewellery etc.
- Do not accept food and drink from strangers; visitors have known to be drugged and then robbed.

Credit card fraud is common in Nairobi as in many other large cities so follow common sense rules. Try and ensure that credit card slips are endorsed in your presence and if you have to use a slip as a deposit, always fill the amount in and check that you get the slip back

ROAD TRAVEL

Taxis: Try and take licensed (telephone numbers listed overleaf). Local unlicensed taxis are often unreliable, un-roadworthy and should be avoided. Always confirm the fare in advance if there is no meter. Never take a lift from a stranger.

Hire Cars: Only hire cars from a reputable car hire firm; a short list of some reputable car hire firms is overleaf. You can then be certain that you have the right insurance cover, the vehicle has been maintained and it will be in reasonably good condition.

Public Vans and Buses: You are strongly advised to be extra cautious if you travel on public transport, however exciting they might look

Robbers and pickpockets are known to frequent public transportation which add to the hazards of travelling on them.

DRIVING

Most of the roads in Nairobi are being renovated. This leads to heavy traffic during peak hours and a potential target for criminals. Therefore:

- Always drive defensively, expecting the worst and from the most unlikely sources.
- Keep doors locked and valuables out of sight when driving.
- Only open car windows 10 to 12 cms particularly when stopped at traffic lights etc. Necklaces, mobile phones and bags can easily be snatched.
- Never drive a Vehicle when under the influence of Alcohol or any other intoxicant.
- Never use mobile phone when driving. Not only is it illegal, it also distracts from your driving concentration.

If you travel outside Nairobi, go well prepared and never drive at night.

- Tell someone where you are going and when you expect to be back.
- If you hire or borrow a vehicle make sure that it is in good condition.
- Take essential spares and some food and water.
- Be very reluctant to stop for people apparently looking for help on the road side. Frequently they wait for people to stop and either rob you or steal your car.

ARMED VEHICLE HIJACKING

This is a common crime in Nairobi. If you become the victim of a car hijacking do as you are told and do not resist the hijackers. Do not attempt to escape them by driving fast. If you comply, there is every chance that you will be released unharmed. Always take basic precautions highlighted above seriously. According to



Police Statistics most of the current carjackers are petty criminals .They usually apply some of the following tactics to trap their unsuspecting victims.

- i. The Good Samaritan – Someone appears to be in need of help and you stop to assist, then you get carjacked.
- ii. The Gate – The carjackers ambush you as you wait for the gate to your residence to be opened.
- iii. The road block - They erect a road block in a road with little traffic of during the late hours of the night.
- iv. The Accident – The carjackers use a second vehicle to collide with your car forcing you to stop.

This list of tactics is not exhaustive .However the best precaution one can take is to be alert always and never attempt to act a hero if you are confronted by carjackers.

THEFTS

When checking out of hotels, ensure that you keep briefcases, handbags and small luggage items with you as these items are extremely attractive and have been stolen from inside hotel lobbies whilst guests are busy checking out. Always ensure that items which are attractive and valuable are kept out of sight.

DIPLOMATIC POLICE UNIT

This unit was formed by the Kenya Police to support the diplomatic and UN community. It is situated at Gigiri area off UN Avenue. They will usually respond to the scene of a crime or incident where members of Diplomatic community are involved. They provide Security advice on request. The unit provides officers to Patrol areas within Nairobi where members of Diplomatic community reside. Contacts information for the diplomatic police unit is provided overleaf.

HOTELS

The following hotels are recommended and there is a range to cater for most tastes and pockets.

CENTRAL AREA

Boulevard Hotel***
Fairview Hotel ***
Laico Regency Hotel *****
Hilton Hotel *****
Inter-Continental Hotel *****
Nairobi Safari Club *****
Norfolk Hotel *****
Panafric Hotel *****
Silver Springs Hotel
The Stanley Hotel*****
Serena Hotel *****
Panari Hotel ***** (Msa Rd)
Tribe Hotel *****
China Garden

WESTLANDS

Jacaranda Hotel ***
Holiday Inn Nairobi *****

KIAMBU/RUARAKA

Safari Park Hotel *****
Utalii Hotel***
Windsor Hotel *****
Hotel La Mada

The Kenya Tourism Federation (KTF) assists tourists, tour companies, hotels and the public in general who may have queries about safety and security aspects of local national parks and other tourist locations in Kenya. In case you are travelling somewhere or wish to find out about a certain location, please feel free to contact them as follows:

24-Hrs Helpline: Nairobi (+254-020) 604-767
Fax: Nairobi (+254-020) 604-730
Mobile nos: 0722-745-645/0733-617-499
E-mail: safetour@wananchi.com

NOTE

If you are involved in an incident, report it immediately to the UN Security Control Room which is at the UN Complex in Gigiri . Tell the Officer on duty that you are a UN visitor to Kenya. He will then be able to contact the Police and provide some assistance for you. The telephone numbers are listed below. If you become involved with the Police as a result of an incident, always make clear to them your UN status and make sure you carry some form of official identification, not necessarily in your wallet which you might have lost.

USEFUL TELEPHONE NUMBERS

Emergency Numbers:

UN Control Room - Gigiri (020) 7622999/2344/6666
0720629999/0733629999
Police Emergency Service 999
Diplomatic Police Unit 0731170666
0716000559
(020) 7625235/7625231

Hospitals:

Aga Khan Hospital (020) 3742531/747676
MP Shah Hospital (020) 3742763/4/5/6
Nairobi Hospital (020) 352101/2722160
Mater Hospital (020) 531199
Nairobi Women's Hospital (020) 2726821/24
Gertrude's Children's Hospital (020) 3763474/3763475

Taxis:

Kenatco (020) 225123
Jatco (020) 4446096/575369
JIMCAB (020) 7122565/0722711001
(www.jimcab.co.ke)

Car Hire:

Avenue (020) 227849/219725
Avis (020) 336794/334317
Budget (020) 223072/330169
Car Hire Services (020) 3743270/1/2
Chequered Flag (020) 4443354/443806
Hertz (020) 331974/331973

SECURITY CLEARANCE

All Security Clearances are processed online through TRIP at the DSS Website (<http://dss.un.org>).

Both Basic and Advanced Security in the field trainings are mandatory to all UN staff and Visitors and can be accessed at the same website. If you are intending to stay in a hotel, you are strongly advised to stick to those in the recommended list.