



# Convention on Biological Diversity

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## GLOBAL EXPERT WORKSHOP ON BIODIVERSITY BENEFITS OF REDUCING EMISSIONS FROM DEFORESTATION AND FOREST DEGRADATION IN DEVELOPING COUNTRIES

Nairobi, Kenya, 20 – 23 September 2010

### Information Note for Participants

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## 1. Opening and registration

The Global Expert Workshop on Biodiversity Benefits of Reducing Emissions from Deforestation and Forest Degradation in Developing Countries will be held in Nairobi, Kenya from Monday, 20 to Thursday, 23 September 2010.

The workshop will start at 9:00 a.m. on Monday, 20 September 2010, 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:

### **United Nations Environment Programme (UNEP)**

United Nations Office at Nairobi (UNON)

United Nations Avenue, Gigiri

Nairobi, Kenya

Tel: +254-20-7621234

Fax: +254-20-7226886/ 7622624

Web site: <http://www.unon.org/>

## 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=EWREDD-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.

Taxis are 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.

Some hotels offer shuttle service to and from the airport at a cost, participants should enquire when making their reservations.

## 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 three months 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 can be found on the web site of the Department of Immigration of Kenya at the following link: <http://www.immigration.go.ke/>

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

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

Information on the list of relevant Kenyan diplomatic/consular missions abroad, is available on the web site of the Ministry of Foreign Affairs of the Republic of Kenya at: [http://www.mfa.go.ke/mfacms/index.php?option=com\\_content&task=view&id=17&Itemid=29](http://www.mfa.go.ke/mfacms/index.php?option=com_content&task=view&id=17&Itemid=29).

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

## 7. **Hotel information**

A block booking has been made on behalf of all sponsored participants at the Comfort Gardens Hotel. The room rates are US \$80 for a single room. The rooms for all sponsored participants will be confirmed by the CBD Secretariat once air tickets are issued. Below please find information on the hotel:

### **Comfort Gardens Hotel**

Located at the UN Crescent - Gigiri  
Nairobi, Kenya  
www.comfortgardens.com  
E-mail: info@comfortgardens.com  
Contact Person: Rose Dogenetty  
Tel: +254 2014014 or +254 723 610280

Non-sponsored participants are encouraged to arrange their own booking as soon as possible. Other hotels relatively close to the venue are:

### Jacaranda Hotel

Rate: Single room is US\$189 per night BB  
Located in Westlands  
Email: sales-jhgroup@africaonline.co.ke  
www.jacarandahotels.com  
Contact person: Tonney Muiruri  
Tel: +254 20 4448713-7

### Nairobi Safari Club

Rate: Single room is US\$160 per night BB  
Located at the City Center  
Email:sales@nairobisafariclub.com  
Contact Person: Ms. Florence Marangu  
www.nairobisafariclub.com  
Tel: +254 20 251333

Participants are kindly requested to arrange their own local transportation.

## 8. **Payment of the Daily Subsistence Allowances (DSA)**

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

## 9. **Official languages in Kenya**

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

## 10. Weather and time zone information



In September, temperatures in Nairobi usually range between a maximum of +24°C in the daytime and a minimum of +10°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.

## 11. Electricity

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



## 12. Currency



The currency in Kenya is the Kenyan Shilling (Ksh). The current exchange rate as at 11 August 2010 is US\$ 1 = 79.90 Ksh and €1 = 103.09 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.

## 13. 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.

#### **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 Annex I 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

## SECURITY IN KENYA

Kenya is currently at Phase 1 of the UN Security Plan. Nairobi is in Phase 1 but the following areas are off limits to UN Staff and visitors; Kibera, Mathare, Kariobangi, Dandora, and, Huruma. Security Clearance must be sought before visiting the said areas. The following areas are phase 3; The entire North Eastern Province; All areas North of Loyengalani and The entire Marsabit and Moyale District in Eastern Province; All areas North of Lodwar; the road running North East from Lodwar to Ferguson's Gulf on Lake Turkana District in Rift Valley and the entire Tana River District, and Mt Elgon district in Western Province. All UN staff and visitors to Kenya need a security clearance to enter the country and a further security clearance to go to any of the Phase 2 and 3 areas. All Security Clearances are processed online using ISECT 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. The General Elections were held on 27<sup>th</sup> December 2007. The outcome was hotly disputed leading to unrest and violence in several major towns in the Country. Politically instigated demonstrations and riots may occur at any time. Crime in Nairobi has been increasing and like many other large cities, it is no longer the safe place that it used to be. If you are intending to stay in a hotel, you are strongly advised to stick to those in the recommended list. For transit Passengers, Panari Hotel, is recommended for the short stay. It is located 5km from JKIA

## PERSONAL SECURITY

Street muggings can occur at any time of the day and night in both Nairobi and Mombasa. 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.
- < Keep to the main roads and avoid short cuts down back alleys etc.
- < **Never walk at night** in the centre of Nairobi even for a short distance - 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 the latter may be part of an elaborate scam or they might just simply 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

Credit card fraud is common in Nairobi as in many other large cities so follow commonsense 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 JIM cab, Jatco or Kenatco (telephone numbers listed overleaf). The local unlicensed taxis are often unreliable, unroadworthy 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.

**Matatus and Buses.** You are strongly advised to be extra cautious whenever you have to travel with the public transport, however exciting they might look. In the case of matatus, they are sometimes unroadworthy and badly driven and their accident record is appalling, particularly on up country routes. Pickpockets are known to frequent both buses and matatus, which add to the hazards of traveling on them.

## DRIVING

Some of the roads in Nairobi and Up country are in a very poor state with some impassable. 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 and bags can easily be snatched.
- < Never drive a Vehicle when under the influence of Alcohol or any other intoxicant.

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 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 bump onto your car forcing you to stop.

Nb.This list of tactics is not exhaustive .However the best precaution one can take is to be Alert always **AND NEVER ATTEMPT TO BE A HERO** if you are confronted by carjackers.

#### **SAFARIS**

Except as indicated, most game parks and other tourist areas are usually safe but muggings and armed attacks can occur anywhere and at anytime. The Samburu, Shaba and the Masai Mara game reserves have all experienced bandit attacks in the past. On security grounds you are strongly advised to avoid the whole of North Eastern Province, Tana River District in Coast Province and Isiolo and Marsabit Districts in Eastern Province. If you go to Lamu, you are strongly advised to fly; from Malindi to Garsen to Lamu the road is both insecure and in poor condition and you have to travel by convoy. Book your safaris through a reliable travel agent and you can then be fairly certain that any vehicle that is provided and the way the safari is conducted will be safely done. If you wish to go to Samburu or Shaba game parks, you should go with a tour operator or if on your own, take a KWS guard whilst in the park. The official UN Travel Agents at Gigiri, Acharya and Bunson Travel can advise.

#### **THEFTS**

When checking out of a hotel ensure that you keep briefcases, handbags and small luggage 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 two years ago by the Kenya Police in Partnership with UNDP.It is Situated at Gigiri area off UN Avenue .It is comprised of 420 specially selected police officers. They usually respond to the scene of a crime or incident where members of Diplomatic community are involved .They do provide Security advice to on request. The unit provides officers to Patrol areas within Nairobi where members of Diplomatic community reside. The UNDP Project Manager can be reached on 7625230.

#### **HOTELS**

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

#### **CENTRAL AREA**

Boulevard Hotel***	227567/337221
Fairview Hotel ***	2723211
Grand Regency Hotel *****	211199
Hilton Hotel *****	250000
Inter-Continental Hotel *****	335550
Nairobi Safari Club *****	251333
Norfolk Hotel *****	250900
Panafric Hotel ****	2720822/3
Silver Springs Hotel	2722451/2/3/4/5
The Stanley Hotel*****	228830/316377

Serena Hotel *****	2710511/2822000
Panari Hotel ***** (Msa Rd)	828990/6946000

#### **WESTLANDS**

Jacaranda Hotel ***	4448713/7
Holiday Inn Nairobi ****	3740920/1

#### **KIAMBU/RUARAKA**

Safari Park Hotel *****	802493
Utalii Hotel***	802540/1/2
Windsor Hotel *****	862300
Hotel La Mada	8561041/8561113

The Kenya Tourism Federation (KTF) assists tourists, tour companies, hotels and wananchi in general (like us) who may have queries about safety and security aspects of local national parks and other tourist locations in Kenya. In case you are traveling 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

#### **HELP**

If you are involved in an incident, report it immediately to the UN Security Control Room which is at the UN Complex in Gigiri on the north side of Nairobi. 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 with your wallet which you might have lost.

#### **USEFUL TELEPHONE NUMBERS**

##### **Emergency Numbers:**

UN Control Room - Gigiri	7622999/2344/6666 0720629999/ 0733629999
Police Emergency Service	999
Diplomatic Police Unit	0735356506 7625235/7625231

##### **Hospitals:**

Aga Khan Hospital	3742531/747676
MP Shah Hospital	3742763/4/5/6
Nairobi Hospital	352101/2722160
Gertrude's Children's Hospital	3763474/3763475

##### **Taxis:**

Kenatco	225123
Jatco	4446096/575369
JIMCAB	7122565/0722711001 ( <a href="http://www.jimcab.co.ke">www.jimcab.co.ke</a> )

##### **Car Hire:**

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