



Convention on Biological Diversity

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REGIONAL WORKSHOP FOR AFRICAN COUNTRIES ON THE
FOURTH NATIONAL REPORT
Nairobi, Kenya, 31 May-2 June 2010

Information Note for Participants

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1. Opening and registration

The Regional Workshop for African Countries on the Fourth National Report will be held in Nairobi, Kenya from Monday, 31 May to Wednesday, 2 June 2010.

The workshop will start at 9:00 a.m. on Monday, 31 May 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. French speaking resource persons will be available to assist with Francophone countries.

4. Documents

The pre-session documents for the workshop will be dispatched to the participants as soon as they are finalized. 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=4NRCBW-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.

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 about 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 Nations 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.

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

7. Hotel information

Participants are kindly reminded that **they have to make their own hotel reservations as soon as possible**. Participants could choose to stay at a few guesthouses close to UNEP to avoid traffic jam in the morning or afternoon. Contact information about these guesthouses can be provided to participants upon request.

An indicative list of hotels located in the vicinity of the United Nations Office at Nairobi (UNON) is also provided in **Annex A**. Further information on hotels near the meeting venue is available at the following web site: <http://www.magicalkenya.com>



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 May and June, temperatures in Nairobi usually range between a maximum of +23°C in the daytime and a minimum of +11°C at night. The month May is part of the rainy season in Kenya, please bring appropriate clothing. 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 5 May 2010 is US\$ 1 = 77.25 Ksh and €1 = 99.39 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.

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.

Rate of exchange: US \$1 = 77.25 Ksh
and €1 = 99.39 Ksh

Annex A – Hotel listing

LIST OF HOTELS WITH INDICATIVE ROOM RATES IN US DOLLARS OR IN KENYAN SHILLINGS (Ksh)

RATES ARE INDICATIVE AND SUBJECT TO CHANGE

HOTEL	ROOM RATES	REMARKS / LOCATION
FAIRMONT (THE NORFOLK) Contact: Charles Kikui E-mail: charles.kikui@fairmont.com Kenya.reservations@fairmont.com Web site: www.fairmont.com	Single room US \$150 Double US \$199	
FAIRVIEW HOTEL E-mail: book@fairviewkenya.com Web site: www.fairviewkenya.com	Single room Ksh. 8,600 Economy Ksh. 9,400 Economy plus Ksh 11,400 Double Ksh 11,600 Business first Ksh 13,600	Located in central Nairobi
JACARANDA HOTEL Contact: Tonny Muiruri E-mail: sales-jhgroup@africaonline.co.ke Web site: www.jacarandahotels.com	Single room US \$188 Double room US \$234	Located in Westlands suburbs, central Nairobi
LA MADA Contact: Martin /Pauline E-mail: lamada@madahotels.com	Single room US \$140 Double room US \$160 Suite US \$250	
LAICO REGENCY Contact: Jassi Sian or Lydia E-mail: asian@laicoregencyhotel.co.ke Web site: www.laicohotels.com	Single US \$185 Double US \$210 Executive Suite US \$375 Executive double US \$375	Located in central Nairobi
NAIROBI SAFARI CLUB Contact: Ms. Florence Marangu E-mail: sales@nairobisafariclub.com Web site: www.nairobisafariclub.com	Single room US \$160 Double room US \$180	Located in central Nairobi
NAIROBI SERENA HOTEL Contact: Harrison Tuva E-mail: Nairobi@serena.co.ke Web site: www.serenahotels.com	Single room US \$220 Double deluxe US \$220 Superior rooms US \$395 Executive Suite US \$510 Garden Suite US \$555 Business Suite US \$605	Located near central park , Nairobi
PANAFRIC Contact: Nelson Mburu E-mail: nelson.mburu@sarovahotels.com ; panafric@sarovahotels.com Web site: www.sarovahotels.com	Single room US \$110 Double room US \$150 Club room single US \$145 Superior double US \$190 Club rm. Single US \$185 Club rm. Double US \$240	Located in the suburb of Nairobi
RED COURT Contact: Ms. Ann Oyugi E-mail: info@redcourt.co.ke	Single room US \$120	
SAFARI PARK Contact: Ms. Ruth Chege and Ms. Scola Muthama E-mail: reservations@safariparkhotel.co.ke , sales@safaripark-hotel.com Web site: www.safaripark-hotel.com	Single room US \$180 Double room US \$220	Located 15 minutes from city centre

HOTEL	ROOM RATES	REMARKS / LOCATION
SILVER SPRINGS Contact: Michael Ochieng E-mail: silversprings@iconnect.co.ke Web site: www.silversprings-hotel.com	Single room Kshs. 7,900 Double Kshs. 11,000 Superior single Kshs.10,500 Suites double Kshs. 12,500	Located in central Nairobi
SIXEIGHTY Contact: Elizabeth Mwangi E-mail: info@680-hotel.co.ke	Single room Kshs. 4,105 Double Kshs. 5,775	
TRIBE Contact: Cecilia Odhola E-mail: reservations@tribehotel-kenya.com Web site: www.africanpridehotels.com/tribe	Single room US \$200 Double US \$265	Located on Limuru Road, Village Market, Nairobi
UTALII Contact: Suleiman Mwanyere E-mail: utaliihotel@utalii.co.ke Web site: www.utaliihotel.co.ke	Single room US \$100 Double US \$140	Located outside city centre
WINDSOR GOLF HOTEL Contact: Rosemary Nyakarura E-mail: nyakarura@windsor.co.ke ; admin@windsor.co.ke Web site: www.windsorgolfresort.com	Single US \$183 Double US \$245 Studio US \$368	Located in Kiambu, Nairobi
