



## CONVENTION ON BIOLOGICAL DIVERSITY

Distr.  
GENERAL

15 November 2006

ENGLISH ONLY

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### AFRICAN REGIONAL WORKSHOP ON SUSTAINABLE USE

12 - 15 December 2006, Nairobi, Kenya

#### INFORMATION NOTE FOR PARTICIPANTS

##### 1. Opening and registration

The opening of the African Regional Workshop on Sustainable Use will be on Tuesday, 12 December 2006 at 9 a.m. and registration will take place at the meeting venue on the same day at 8.30 a.m. The Workshop is expected to be closed at 2 p.m. on Friday, 15 December 2006.

##### 2. Venue

The Workshop will be held at:

**UNITED NATIONS OFFICE AT NAIROBI (GIGIRI)**

P. O. Box 67578

Nairobi, Kenya 00200

Telephone: +254 20 7621234

Email: [meetserv@unon.org](mailto:meetserv@unon.org)

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

##### 3. Working languages of the Workshop

The Workshop will be held in English and French.

##### 4. Documents

Participants are kindly reminded to bring their own copies of the pre-session documents as there will be no extra copies made available on site during the Workshop.

Pre-session documents are available on the Secretariat's web site at:  
<http://www.biodiv.org/doc/meeting.aspx?mtg=RWSUAFR-01>

## 5. Visas and health requirements and security

### 5.1 Visas

All travelers arriving in Kenya should have a valid passport. In countries where there is no Kenyan Embassy or High Commission, the British Embassy will generally represent Kenya, and be in a position to issue visas. The visa fee is US\$ 50.

A list of countries whose nationals require or do not require a visa to enter Kenya is available on the annex attached hereto.

For more information visa requirements and Kenya's Embassies or High Commissions, please visit the following web sites:

- Kenya's Embassies or High Commission and their contacts, <http://www.mfa.go.ke/Kenyamissionsabroad.html>
- Visa requirements and application form: <http://www.immigration.go.ke/visa.php>

To facilitate the issuance of visas, the Secretariat will issue, upon request, an invitation letter to be attached to the visa application forms.

### 5.2 Health requirements

The yellow fever certificate is mandatory for all visitors and **vaccination should be given 10 days prior to departure.**

**Malaria risk:** predominantly in malignant (*P.falciparum*) form - exists throughout the year in the whole country. There is little risk in Nairobi and the highlands (above 2,500 m) of central Rift Valley, Eastern, Nyanza and Western provinces. *P.falciparum* is highly resistant to chloroquine and resistance to sulfaxominepyrimethamine has been reported. It is, therefore, recommended to use a combination of paludrine and chloroquine or Mefloquine (Larium) or Malarone.

When going on safari outside Nairobi, it is advisable to check with the UN clinic about health advisory before leaving. Mosquitoes bite mainly at dusk and during the night. Many types of mosquitoes do not carry malaria, notably those found in Nairobi and other areas higher and colder than Nairobi. The anopheles mosquitoes, the carriers of malaria, are common to the coast and most parks. The best prevention, of course, is to avoid being bitten. It is, therefore, recommended to wear long sleeves and trousers in the evening and sleep under the mosquito net.

For other vaccinations, please consult your local doctor before you embark on your travel.

### 5.3 Security

Kenya is currently at Phase 1 (precautionary phase) of the UN Security Plan with the exception of the following areas in Northern Kenya which are at Phase 3 - Turkana and Marsabit Districts and the whole of North Eastern Province. Official UN visitors to Kenya need a security clearance to enter the country and a further security clearance to go to any of the Phase 3 areas. If you intend to stay in a hotel, you are strongly advised to choose those in the recommended list.

## 6. Arrival at Jomo Kenyatta International Airport

Nairobi is serviced by the Jomo Kenyatta International Airport; it is located 18 km from the city centre (an approximately 20-minute drive during non-peak hours). It provides Kenya with an international air junction served by over 25 airlines with flights to most regions of the world. For more information, please visit the Kenya Airports Authority website on <http://www.kenyaairports.co.ke>.

### 6.1 Taxis

Taxis are readily available. Try and take licensed taxis (see below). The local unlicensed taxis are often unreliable, unroadworthy and should be avoided. Always confirm the fare in advance if there is no meter and before getting into the vehicle. Never take a lift from a stranger. The taxi fare from the airport to the Jacaranda hotel is about Kshs 1, 775 (approx. US\$ 25). The taxi fare from the city centre to the UNON compound (Gigiri), or from Gigiri to the city centre is about Kshs 700 (approx. US\$ 10).

Taxi companies	Telephone
Hilltop	272-3218
Jatco	444-8162, 444-6096
Jim Cab	712-2565, 712-0344
Kenatco	230-771/2, 316-611

### 6.2 Matatus and Buses

Public transport is not readily available or reliable and should certainly be avoided at peak hours as most transportation is filled to more than its capacity. You are strongly advised not to travel in these at all, however exciting they might look. In the case of matatus, they are often unroadworthy, are usually badly driven and their accident record is appalling, particularly on up-country routes.

## 7. Hotel accommodation

A Block booking has been made on behalf of all participants in the Workshop at the Jacaranda hotel located in the Westlands, which is about 20 minutes drive from UNON compound (Gigiri), the meeting venue.

The negotiated room rate for a single room including breakfast is US\$ 75 (approximately Kshs 5,325). **All participants** in the Workshop are kindly requested to directly contact the hotel, as soon as possible but **no later than 4 December 2006**, in order to confirm their reservations. Rooms that are not confirmed prior to the set deadline (**4 December 2006**) will automatically be freed.

The hotel bill in respect of room accommodation for the sponsored participants will be settled by the CBD Secretariat. Any other extras, such as telephone, shuttle bus service, catering, laundry etc. are the expense of the participants and must be paid directly to the hotel upon checking out.

Non-funded participants must provide to the hotel, upon confirmation of their reservations, their credit card numbers and expiry date. The Coordinates for the Jacaranda hotel are as follows:

Jacaranda Hotel  
Waiyaki Way  
14287, 00800 Westlands  
Nairobi, Kenya  
Telephone: +1 (254) 20 - 4448714  
Facsimile: + 1 (254) 20 – 4448977  
E-mail: [cro@jacarandahotels.com](mailto:cro@jacarandahotels.com)

## **8. Shuttle bus service**

Hotel Jacaranda will be providing, on a commercial basis, a shuttle bus service to and from the UNON compound (Gigiri) at a rate of 10 US\$ per day per person. The daily shuttle service will leave the hotel at 8 am sharp and will return at 4.30 p.m. The shuttle fares are at the expense of the participants in the Workshop.

## **9. Payment of the Daily Subsistence Allowance (DSA)**

Sponsored participants will receive the cash portion of their DSA (44%) on the first day of the Workshop.

## **10. Departure**

### Customs regulations

For detailed information on customs procedure please visit Kenya Revenue Authority web site at <http://www.kra.go.ke/>.

An airport departure tax of US \$20 (or equivalent in Kenyan shillings or other convertible currency) is charged upon leaving Kenya. Some airline companies include this tax in the airfare, in which case this is reflected in the ticket.

## **11. Currency and rate of exchange**

The official currency of the Republic of Kenya is the Kenya Shilling (Ksh). The current exchange rate vis-à-vis the US dollar stands at approximately Kshs.71 for one US dollar and Kshs. 91 for one Euro.

The banks (United Nations Federal Credit Union & Kenya Commercial Bank) are open between 9 a.m. and 4 p.m. from Monday to Friday. Travellers cheques are widely accepted. Major credit cards are accepted in most hotels and restaurants in the city.

## **12. Time zone**

Kenya is GMT + 3 hours.

## **13. Weather conditions**

During the months of December, the minimum temperature is 12°C in Nairobi and can reach a maximum of 23°C. More information on weather is available at the following web site <http://www.meteo.go.ke/>

For more information about Kenya, please go to <http://www.magicalkenya.com/>

**14. Voltage**

Voltage and frequency in Kenya 240V, 50Hz, 3 pin power-sockets.

**15. Disclaimer**

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

## Annex

### LIST OF COUNTRIES WHOSE NATIONALS **DO NOT REQUIRE** A VISA TO ENTER KENYA

#### A

- |                     |                    |                               |
|---------------------|--------------------|-------------------------------|
| · Bahamas           | · Kiribati         | · Solomon Islands             |
| · Bangladesh        | · Lesotho          | · St Lucia                    |
| · Barbados          | · Malawi           | · St Vincent & The Grenadines |
| · Botswana          | · Maldives         | · Swaziland                   |
| · Brunei-Darussalam | · Mauritius        | · Tanzania                    |
| · Cyprus            | · Namibia          | · Tonga                       |
| · Dominica          | · Nauru            | · Turkey                      |
| · Ethiopia          | · Papua New Guinea | · Tuvalu                      |
| · Fiji Islands      | · Samoa            | · Uganda                      |
| · Gambia, The       | · San Marino       | · Uruguay                     |
| · Ghana             | · Seychelles       | · Vanuatu                     |
| · Grenada           | · Sierra Leone     | · Zambia                      |
| · Jamaica           | · Singapore        | · Zimbabwe                    |

Categories of persons **not requiring** visas for Kenya.

- Holders of valid re-entry passes to Kenya
- Holders of United Nations Laissez-Passer whilst travelling on official business

**All the nationals of countries not mentioned under 'A'** above may be issued with Visas on application at Kenya Missions abroad or at Port of entry. This does not apply to countries mentioned in 'B' below. Applications from Nationals of the following countries have to be referred to Nairobi for approval.

### LIST OF COUNTRIES WHOSE NATIONALS **NEED TO BE REFERRED** TO NAIROBI FOR APPROVAL

#### B

- |                        |                        |                      |
|------------------------|------------------------|----------------------|
| Afghanistan            |                        | Senegal              |
| Armenia                | Lebanon                | Somalia              |
| Azerbaijan             | Libyan Arab Jamahiriya | Sudan                |
| Cameroon               | Mali                   | Syrian Arab Republic |
| Georgia                | Nigeria                | Tajikistan           |
| Islam Republic of Iran | Pakistan               | Yemen                |
| Iraq                   |                        |                      |

It is imperative that persons falling under this category **B** submit their visa application forms along with the first page of their passports, by either fax or via e-mail, to:

#### **Office of the Secretariat of the governing bodies**

Nairobi, Kenya

Fax: + (254 20) 623 929 or 623 748

E-mail: [wanjiru.mburu@unep.org](mailto:wanjiru.mburu@unep.org)