

Welcome to Kenya!

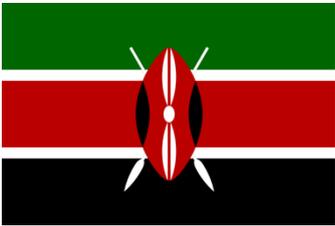
CTCN Regional Forum for Anglophone Africa

Date: 27-29 Sept 2016

Venue: Safari Park Hotel, Nairobi, Kenya

Logistics Note

Brief Presentation of Kenya



Kenya, officially the Republic of Kenya, is a country in Africa and a founding member of the East African Community (EAC). Its capital and largest city is Nairobi. Kenya's territory lies on the equator and overlies the East African Rift covering a diverse and expansive terrain that extends roughly from Lake Victoria to Lake Turkana (formerly called Lake Rudolf) and further south-east to the Indian Ocean. It is bordered by Tanzania to the south, Uganda to the west, South Sudan to the north-west, Ethiopia to the north and Somalia to the north-east. Kenya covers 581,309 km² (224,445 sq mi), and had a population of approximately 45 million people in July 2014.

The capital, Nairobi, is a regional commercial hub. The economy of Kenya is the largest by GDP in East and Central Africa. Agriculture is a major employer; the country traditionally exports tea and coffee and has more recently begun to export fresh flowers to Europe. The service industry is also a major economic driver.

Kenya is known for its safaris, diverse climate and geography, and expansive wildlife reserves and national parks such as the East and West Tsavo National Park, the Maasai Mara, Lake Nakuru National Park, and Aberdares National Park. Kenya has several world heritage sites such as Lamu and numerous beaches, including in Diani, Bamburi and Kilifi.



Kenya is divided into 47 semi-autonomous counties, governed by elected governors. Swahili and English are Kenya's official languages.¹

Climate

Kenya has a warm and humid tropical climate on its Indian Ocean coastline. The climate is cooler in the savannah grasslands around the capital city, Nairobi, and especially closer to Mount Kenya, which has snow permanently on its peaks.

In Sep/Oct you can expect average temperatures of 17-19 °C with afternoon temperatures reaching up to 25°C and overnight temperatures dropping to a low of 13°C. Weather is usually dry, with seldom rain showers.

Time Zone

Kenya is in the EAT (UTC +3) time zone.

¹ Source: <https://en.wikipedia.org/wiki/Kenya>

Attending the workshop

General Travel-Information

You should have received an email from ctcn@unep.org with an official invitation letter of Jukka Uosukainen, Director of the Climate Technology Centre and Network (CTCN) as well as a draft agenda for the Regional Forum for National Designated Entities of the CTCN Anglophone Africa on 27-29 September 2016 in Nairobi, Kenya.

- Please confirm your participation to our colleagues Giulia Ferrini (giulia.ferrini@unep.org) and Perry Oehmigen (oehmigen@adelphi.de).
- Flight arrangements will be organized as the following:
 1. Perry Oehmigen will provide you with a proposal for your flight connection.
 2. Please cross-check the personal data (such as names, which should be the same as stated in your passport) displayed on the proposed flight itinerary, as well as the flight times
 3. Please reconfirm on flight proposal as soon as possible. Flights are reserved for 24h. Perry Oehmigen will book your ticket and send this to you. Please note: After ticket issuance any complaints or changes cannot be considered or are subject to additional charges.
- Do not forget to travel with your passport and a copy of your travel itinerary.

Visa

Please note that a valid passport or appropriate travel documentation is required to enter in Kenya. Some participants may need a visa (*Cost of single entry visa is 51 USD*).

The following countries do not require an entry visa into Kenya:

Bahamas	Dominica	Lesotho	Rwanda	Singapore	Uganda
Barbados	Ethiopia	Malawi	St. Kitts & Nevis	Solomon Islands	Vanuatu
Belize	Fiji	Malaysia	St. Lucia	South Africa	Zambia
Botswana	Gambia	Maldives	Saint Vincent & the Grenadines	Swaziland	Zimbabwe
Brunei	Ghana	Mauritius	Samoa	Tanzania	
Burundi	Grenada	Namibia	San Marino	Tonga	
Cyprus	Jamaica	Nauru	Seychelles	Trinidad & Tobago	
Darussalam	Kiribati	Papua New Guinea	Sierra Leone	Tuvalu	

The following countries require a referred² entry visa:

Afghanistan	Democratic People's Republic of Korea	Lebanon	Senegal
Armenia	Eritrea	Libya	Somalia
Azerbaijan	Iraq	Mali	Syria
Cameroon	Kosovo	Palestine	Tajikistan

Visa application for Kenya has been modified and simplified. All persons whose nationalities require a visa can apply for single-entry and transit visas via <http://evisa.go.ke/evisa.html>. The processing time for an **eVisa** is **2 business days**, but we encourage you to apply in advance.

Applicants are still able to obtain a visa at the port of entry on arrival. To minimise time spent queuing at the airport, we encourage you to purchase a visa before arrival. For more information on Visas and processes for entry into Kenya visit <http://evisa.go.ke/evisa.html>

The workshop organizers can provide support for obtaining Visas. Participants are advised to contact Giulia Ferrini (giulia.ferrini@unep.org) as soon as possible for support on obtaining Visa on arrival in Kenya.

Vaccines

A yellow fever vaccination maybe required for entry to Kenya. Workshop organizers are unaware of vaccine requirements to enter in Kenya. A list of countries with risk of yellow fever transmission can be found [here](#).

You are kindly asked to inquire before leaving your home country. Any fees incurred regarding vaccinations will not be refunded.

Venue

The workshop is taking place at **Safari Park Hotel, Nairobi**, the venue is located 27Km away from Jomo Kenyatta International Airport (NBO).

Website: <http://www.safaripark-hotel.com/>

Accommodation

Participants will have to organize their own accommodation. For that reason CTCN has arranged a direct booking block of 30 standard single bedrooms (including breakfast) at Safari Park Hotel, which participants can book in advance till Monday, September 5th the latest.

If you want to stay at Safari Park Hotel please use the reference "UNEP CTCN Regional Forum" for your reservation. In case of questions or facing issues, please contact Perry Oehmigen (oehmigen@adelphi.de),

Safari Park Hotel

The Safari Park Hotel is also the venue of the CTCN Regional Forum for Africa.

Phone: +254 20 3633000

Rate: USD 190/night (Fri – Sun Single Room)

Booking: Please contact reservations@safariparkhotel.co.ke

² Referred visa: This is a Visa granted to nationals of Countries which require a special clearance and approval from the Principal Commissioner of Immigration Services or the Commissioner of Immigration Services prior to the issuance of Visa.

Hotel Lamada – Nairobi

10km from Nairobi City on Thika Road

Phone: +254 20 861041

Rate: USD 200/night (Single Room incl. Full English Breakfast)

Booking: Please contact reservations@hotellamada.com

Hilton Nairobi

The Hilton Nairobi is located directly in the City Centre.

Phone: +254 20 2288000

Rate: USD 150/night (Single Room)

Booking: Please contact nairobi_info@hilton.com.

Silver Springs Hotel Nairobi

3 km from the City centre, 17 km from JKIA and 3 km from Wilson Airport.

Phone: +254 (020) 2722451/2-7

Rate: USD 120/night (Single Room)

Booking: Please contact frontoffice@silversprings-hotel.com.

Meals

- Coffee breaks and lunches will be provided during the course of the workshop, as follows:

Tue, 27 September

Coffee Break Morning

Lunch

Coffee Break Afternoon

Wed, 28 September

Coffee Break Morning

Lunch

Coffee Break Afternoon

Dinner Reception (Buffet)

Thu, 29 September

Coffee Break Morning

Lunch

Coffee Break Afternoon

Expenses

CTCN will provide a Daily Subsistence Allowance (DSA) to sponsored participants to cover their expenses while in Nairobi.

In order to receive your DSA, please bring your original boarding pass and your passport.

Registration

Registration will begin on Tuesday morning (27th Sept) at 9.00am. At registration you will pick up your name tag, folder with materials (agenda, etc.) and meet the organizing team.

Identification

All participants will need some form of photo identification (e.g. National passports) for accommodation and for DSA payment.

Currency

The Local Currency is the Kenyan Shilling KES

- 1 USD = 101.367 KES (as at 24 Aug 2016) Basic exchange

Communication

The phone code for Kenya is +254.

Language requirements

The workshop will be in English only.

Security

The Safari Park Hotel resort is a popular destination spot for tourism and conferences, and is considered a safe place. Nevertheless, we recommend common sense as a security measure. Do not expose your money and other valuables in public.

General crime in Nairobi is high. Street muggings can occur at any time of the day and especially at night. We encourage guests to always take a taxi or Uber.

Emergency numbers

For the duration of the workshop emergency contact numbers will be the **Safari Park Hotel**:

Tel: (+254-20) 363 3000, +254 722 205 683, +254 733 333 713

Police Emergency Service can be reached under: **999**

- **Note: Please keep your boarding passes we will need a copy for the settlement of DSA.**
- **For additional information on logistical matters, please contact Perry Oehmigen (oehmigen@adelphi.de) - for programm related questions please contact Giulia Ferrini (giulia.ferrini@unep.org)**

Others: Tourism facts

- Located in north-east direction from the city centre Safari Park Hotel is one of Nairobi's most famous resorts and East Africa's largest and most exciting conference destination. Safari Park Hotel is situated within 50 acres of beautifully landscaped gardens and has easy access from the city center and the international airport. An oasis of tranquility in the heart of Nairobi, the venue blends stylishly elegant African architecture with supremely luxurious accommodation; sparkling water gardens with an inland beach and beautifully landscaped gardens, with a wide choice of international restaurants.

For more information, please visit: <http://www.safaripark-hotel.com/>.

