



联合国
粮食及
农业组织

Food and Agriculture
Organization of the
United Nations

Organisation des Nations
Unies pour l'alimentation
et l'agriculture

Продовольственная и
сельскохозяйственная организация
Объединенных Наций

Organización de las
Naciones Unidas para la
Alimentación y la Agricultura

منظمة
الغذية والزراعة
للأمم المتحدة

AFRICAN FORESTRY AND WILDLIFE COMMISSION

TWENTIETH SESSION

Nairobi, Kenya, 1 - 5 February 2016

INFORMATION NOTE

I. VENUE

1. At the kind invitation of the Government of the Republic of Kenya, the Twentieth Session of the African Forestry and Wildlife Commission (AFWC) will be held in Nairobi, Kenya, from 1 to 5 February 2016. The Session will be held simultaneously with the Fourth African Forestry and Wildlife Week (AFWW). An optional field visit to Karura Forest Station and Nairobi National Park will be organized on Thursday, 4 February 2016, by the host government for interested participants.

2. The 20th session of AFWC and the 4th AFWW will be held at the Kenyatta International Convention Centre (KICC) in the central business district of Nairobi, Kenya. The Opening Ceremony is scheduled for Monday, 1 February 2016, at 09.30 a.m.

II. REGISTRATION

3. Registration will take place on Monday, 1 February 2016, from 08.30 to 09.30 a.m. at the Conference Hall at KICC.

III. DOCUMENTS

4. The session documents are made available to participants in English and French. They are posted on the Commission website: <http://www.fao.org/forestry/site/afwc>. Delegates are kindly requested to take their own documents to the meeting since very few copies will be available during the sessions.

IV. HOW TO REACH THE SESSION VENUE

Flights

5. Participants are encouraged to confirm flights to Nairobi's Jomo Kenyatta International Airport as early as possible. The airport is located 15 km south-east of the city.
6. An AFWC 20th Session information counter will be set up in the arrivals hall of the airport for participants. Kenyan Government Officials will ensure AFWC participants are accorded visas on arrival and transported to their accommodation on a reasonable commercial basis and will handle other AFWC-related inquiries. Up-to-date airport shuttle and transfer information will be made available to the participants.

Car rental - Jomo Kenyatta International Airport

7. Avis, Sixt, Budget and Europcar car rental services have facilities in the arrivals hall. Participants are advised to confirm their vehicle rental requirements in advance and may use the website <<http://easyterra.com>> to compare quotes. A valid International Driving license is required.

How to reach the KICC

8. The Kenyatta International Convention Centre is located on Harambee Avenue in the Central Business District.

V. GENERAL INFORMATION

Accommodation costs

9. All funded and self-funded participants will have to pay for their accommodation when checking-out of the hotel. All extra costs, including dinner, room service, telephone, bar etc., will have to be paid by the individual conference participant upon departure. The Government of Kenya and FAO cannot be held liable for any such costs incurred.
10. Accommodation costs range from approximately USD 160 to USD 200 for standard rooms on Bed/Breakfast.

Airport Transfer

11. FAO Kenya will facilitate transport from and to the airport. However, FAO Kenya or the Government of Kenya will not cover the costs of the transportation, and thus participants are requested to settle the transportation fees individually. Payment can be made in KES.
12. Cost of airport transfer ranges between 2 300 and 2 800 Kenyan Shillings (equivalent to 23-28 US dollars), one way.
13. If you need to exchange money (USD or Euro); this can be done directly at the airport in the arrivals hall where there are various banks with Exchange Bureaus.
14. The taxi or shuttle company will meet you with the conference sign "AFWC" upon arrival. Please note that you might be sharing airport transfer with other participants who are arriving at the same time.
15. For booking of taxi, participants can arrange with JimCab or Jaycab at the following on line webpages and pay directly to the taxi driver. Participants may also opt to request for airport transfers via shuttles availed by their respective hotels when making reservations. JIM CAB: <http://www.jimcab.co.ke> - JAY CAB: <http://jaycab.co.ke/>

16. Please ensure that you send your flight information, including arrival and departure dates and times and the flight number, to Mr. Foday Bojang at Foday.Bojang@fao.org with copy to Ms. Soalandy Rakotondramanga at Soalandy.Rakotondramanga@fao.org and Ms. Joy Mulema at Joy.Mulema@fao.org. This information will be used for the airport transfer arrangements. Please indicate if you have pre-arranged your individual hotel transfer(s) or would prefer assistance.

17. In case of unforeseen developments resulting in you finding that there is no shuttle or taxi waiting for you at the airport, please note that there are always taxis at the airport. It is wiser to negotiate the price of the journey beforehand, as you might otherwise be overcharged.

Health and Medical Care:

18. Medical services in Kenya are of a high standard. However, the availability of most services is restricted to the main towns.

19. Top private hospitals in Nairobi, which are of high standard (please see contacts below):

- Nairobi Hospital
- Aga Khan University Hospital
- Mater Hospital

Vaccinations

20. Vaccination against Yellow Fever is mandatory and proof of vaccination must be produced at entry for all travellers, not just those travelling from areas where Yellow Fever is prevalent.

21. Malaria is prevalent in Kenya. It is advisable to take precautionary measures.

Emergency Telephone Numbers

EMERGENCY CONTACTS +254.....	
UN Security	(0)20 -7626666
	(0)720629999
	(0)733629999
Joint Medical Services	(0)20-7625999
	(0)724255378
St. Johns Ambulance	(0)20-2210000
Diplomatic Police (DPU)	(0)716000559 (0)731170666
Kenya Police	(0)20-2724201
HOSPITAL CONTACTS	
Nairobi Hospital	(0)20-2714400

Aga Khan University Hospital	(0)20-3742531
Nairobi Women's Hospital	(0)20-2726821/24
Gertrude's Children's Hospital	(0)20-3763474
Mater Hospital	(0)20-531199
Metropolitan Hospital	(0)20-781730
FIRE	
KK Fire	(0)728 999900/1

Visas

22. Participants from countries that are not exempted from visas to the Republic of Kenya must acquire valid visas before leaving their home countries, although the Republic of Kenya endeavours to issue visas upon arrival at the ports of entry for most countries. Participants are requested to take special care to check which category their country falls under. Visas can be obtained at any diplomatic or consular mission of the Republic of Kenya.

23. Holders of Diplomatic Passports will receive entry visas gratis at the airport while holders of National passports will be expected to pay US\$50. Kenyan visa can be obtained at the Kenya Immigration Office upon arrival, except for nationals from referral countries (Senegal, Somalia, Mali, Libya, Cameroon, Eritrea) who have to apply at least three (3) weeks in advance.

24. For information on visa requirements and list of country categories (Visa exempted Countries, Countries requiring visa granted upon arrival paying the fee of US\$50, Referred Visa Countries where prior approval by the Ministry of Immigration is required), please visit: <http://www.kenya-information-guide.com/kenya-visa.html#NA>

Safety Information

25. Kenya is regarded a safe country. However, be beware of street crime and pick-pockets in the town centres. You are advised to enquire about the security situation at your Hotel and, as in any other major city, take care when venturing out alone, especially at night and in remote parts of the town. Theft from vehicles is common and valuables should be kept out of sight and the car locked. Avoid using taxis alone late at night. It is advisable to call a radio taxi from the Hotel reception.

Location

26. Considered to be a fast growing hub in the continent, Kenya is situated in Eastern Africa, with its coastline along 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.

Capital

27. Nairobi serves as the administrative, judicial and legislative capital of Kenya. Considered one of Africa's most prominent cosmopolitan hub, Nairobi is home to a multi-cultural population with well-developed infrastructure. A myriad of businesses, both local and international, are housed in

Nairobi, with International Organizations such as the UN (United Nations Environment Programme (UNEP) and the United Nations Office at Nairobi (UNON) having their headquarters here. All foreign diplomatic missions are located in Nairobi.

Weather

28. February falls within the sunny season. Afternoons can be hot with average high temperatures reaching 26 degrees Celsius while overnight temperatures are generally quite mild. It is advisable to carry warm clothing for the evenings.

Languages

29. English and Kiswahili serve as the official languages. Dialects from the 42 tribes in Kenya are also spoken.

System of Government

30. A sovereign republic, Kenya is a multi-party democracy with two levels of government, that is, the National Government and County Government(s) which are both inter-dependent and distinct. Elections are held every five years.

Religion

31. Kenya is a secular state but over 80 percent of population is Christian, followed by Islam and other indigenous religions.

32. Currency: The official currency is the Kenya Shilling (KES). Most major foreign currencies and traveller's cheques can be exchanged. There are currency exchange services at the airport, reception of the hotel and various locations in the Central Business District. However it is advisable to exchange currency when arriving at the airport. All major credit cards are accepted for payment purposes in supermarkets and shops in town, as well as restaurants. There are numerous ATM machines available in town where you can withdraw cash.

Business hours

33. Office hours are from 08:00–17:00 from Mondays to Fridays, while banks are open for business from 9:00–16:00 on weekdays and from 8:30–13:00 on Saturdays.

International telephone code:

34. +254 + area code + number desired. Area code for Nairobi is '20'.

Time Zone

35. +3 GMT

Tourism

36. Tourism remains one of Kenya's top foreign exchange earner with attractive tourist sites, rich culture, striking geographical diversity and landscapes ranging from beautiful beaches, to animal parks and archeological sites, which have attracted millions of tourists over the past years.

37. Currently, Kenya has six landmarks included in the World Heritage List. These include Fort Jesus Mombasa, Lamu Old Town, Sacred Mijikenda Kaya Forest, Kenya Lake System in the Great Rift Valley, Lake Turkana National Parks and Mount Kenya Natural Forest.

38. For more information please visit <http://www.magicalkenya.com/>

Education

39. There are public primary, secondary and tertiary institutions in all the major towns throughout the country and several private establishments in the main centres.

Economy

40. Kenya enjoyed a growth rate of 4.6 percent in 2012, 5.7 percent in 2013 and 5.3 percent in 2014. It is projected to rise from 5.4 percent in 2014 to 6-7 percent over the next three years (2015-2017), making it one of the fastest-growing economies in Sub-Saharan Africa according to the latest Kenya Economic Update published by the World Bank. This has resulted in:

- Doubling of the foreign direct inflows;
- 800 000 new jobs in both the formal and informal sectors were generated in 2014 with the informal sector share of employment accounting for 82.7% of total jobs;
- Increased confidence of investors and business actors.

Electricity:

41. 240V. Both three prong and two prong sockets are available

VI. BOOKING OF ACCOMMODATION

42. Most of the hotels below are within the Central Business district, hence a walking distance to the venue. Nevertheless, other hotels could also be selected based on preferences.

Hotels

Hilton Hotel



The Norfolk Hotel- Fairmont



Sarova Panafric



Links

<http://www3.hilton.com/en/hotels/kenya/hilton-nairobi-NBOHITW/index.html>

<http://www.fairmont.com/norfolk-hotel-nairobi/>

<http://www.sarovahotels.com/panafric/>

Sarova Stanley

<http://www.sarovahotels.com/stanley/>



Laico Regency

<http://www.laicohotels.com/laico-regency>



Intercontinental Nairobi

http://www.ihg.com/intercontinental/hotels/gb/en/nairobi/nboha/hoteldetail#scmisc=nav_hoteldetail_ic



Safari Park Hotel

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



The Town lodge Upper Hill, Nairobi

<https://clhg.com/hotels/902/Town-Lodge-Upper-Hill-Nairobi-Kenya>



The Meridian Hotel

<http://www.meridianhotelkenya.com/>



The Sentrim Hotels



<http://www.sentrimhotels.net/index.php/sentrim-680-hotels-nairobi>

Fairview Hotel Nairobi



<https://clhg.com/hotels/901/Fairview-Hotel-Nairobi>

The Heron Portico



<http://www.theheronportico.com/>

Silver Springs Hotel



<http://www.silversprings-hotel.com/>

Eron Hotel



<http://www.eronhotel.com/contact.html>

The Cottage Gigiri

<http://www.gigirihomestead.com/>

The Cotyair Grand Hotel is an 18th-Metres 5&5 focused on providing international standards of service for the business, leisure and banquets travellers.

We pride ourselves in offering high quality, excellent value and superior customer experience that can be felt throughout our amenities, facilities and services.

Strategically located in the same vicinity as the UN offices, a host of international embassies including but not limited to the American, Canadian & Russian Embassies, Shopping malls, International Schools, Hospitals & the Diplomatic Zone HQ.

The Cotyair Grand Hotel offers a service, convenient and secure stay.

Our amenities include fully equipped rooms with cable TV and free WiFi, business area with Photocopy & Print services, Fully fitted kitchen equipped with: crockery, dishes & the refrigerator, open lounge, an executive cash bar, food & beverage menu available on order among others.

Extras at a fee include Laundry Services, Airport Transfers & Taxi Services.

RATES (Inclusive of continental breakfast served from 7:00am)

Single Room \$200 / \$220 / €70
Double Room \$250 / \$270 / €90
Single Room with kitchenette \$300 / \$330 / €110
The Executive Room \$450 / \$480 / €160

