INTERGOVERNMENTAL GROUP ON TEA

Naivasha, Kenya, 25-27 May 2016

 INFORMATION PACK RECEIVED FROM THE ORGANIZERS BY THE SECRETARIAT

1. **INTRODUCTION**

The FAO Intergovernmental Group (FAO-IGG) on Tea is a forum for intergovernmental consultation and exchange on trends in production, consumption, trade and prices of tea, including regular appraisal of the global market situation and short term outlook. The Group, under FAO auspices, considers changes in national policies and examines their international effects as pertaining to the current and prospective tea market situation. Increasingly, technical side events are organized to facilitate a dialogue between FAO delegates, international policy makers, and the private sector. Linkages with other international organizations and commodity bodies are encouraged.

The FAO-IGG on Tea holds Sessions every two years and Intersessions in between. The last session was held in Bandung Indonesia, during which Kenya was recommended to host the next session due in 2016.

The choice for Kenya to host the 22nd FAO-IGG on Tea is a recognition of Kenya’s contribution to global tea. This is an opportunity for Kenya to expand its tea market beyond the traditional ones and showcase the rich Kenyan cultural and tourism heritage.

For more information kindly call us on **+254 716 916341** or email us the Kenya Tea Directorate at info@teaboard.or.ke.

All enquiries concerning the meeting, except those regarding local arrangements or hotel accommodation, may be addressed to:

Mr Kaison Chang
Secretary
Intergovernmental Groups on Hard Fibres and on Jute, Kenaf and Allied Fibres
Telephone: +39 06 57054346
Email: Kaison:Chang@fao:org
Fax: +39 06 57054495

Information on local arrangements should be addressed to the Liaison Officer for the Meeting:

Samuel Ogola

Interim Head Tea Directorate

Email: Ogolas@teaboard.or.ke

1. **VISITORS TO KENYA**
	1. **General Information**

The Republic of Kenya is located on the Eastern coast of Africa, right on the Equator. It is a land of striking landscapes, ranging from snow-capped Mount Kenya to rich farmlands, barren deserts and tropical beaches. It borders Somalia, Ethiopia and South Sudan to the North, Uganda to the West, Tanzania to the South, and the Indian Ocean to the East. Kenya's capital city is Nairobi. Other major cities are Mombasa, the main port on the Indian Ocean and Kisumu on Lake Victoria. Kenya is one of the world’s most popular tourism destinations attracting millions of tourists over the past years. The country is endowed with attractive tourist sites, rich culture, striking geographical diversity and landscapes ranging from beautiful beaches, to animal parks and archeological sites.

* 1. **Jomo Kenyatta International Airport (JKIA) in Nairobi**

Located in the Embakasi suburb 15 kilometers from Nairobi's central business district and 25 kilometers from United Nations Office at Nairobi, Gigiri and approximately 100 kilometers from Naivasha. Telephone number for **JKIA +254 20 66115166**.

* 1. **Transport in Nairobi**

On arrival to JKIA, visitors should use the registered Yellow cabs only to get to hotels situated in Nairobi. Should the visitors arrive after 7 pm it is not advisable to proceed to Naivasha as the trip is bound to be affected by evening rush hour and take more than 2 hours. While in Nairobi, the delegates can also use taxi hailing service “Uber” that was introduced last year.

1. **TIME ZONE**

Kenya is GMT +0300 hrs.

1. **VISAS**

It is the delegate’s own responsibility to obtain a visa for Kenya. The information provided herein acts only as guidance. A valid passport, not expiring for at least six months from date of arrival is required for entry into Kenya. A valid entry visa is also required for most countries and may be obtained in advance from the Kenyan Embassy/High Commission in your country of residence. In the absence of either, the British Embassy will generally represent Kenya in the issuance of visas. Please note that visas are not required by citizens of Bahamas, Barbados, Belize, Botswana, Brunei- Darussalam, Burundi, Cyprus, Dominica, Fiji, Gambia, Ghana, Grenada, Jamaica, Kiribati, Lesotho, Malawi, Malaysia (for less than 30 days stay), Maldives, Mauritius, Namibia, Nauru, Papua New Guinea, Rwanda, Samoa, San Marino, Seychelles, Sierra Leone, Singapore, South Arica ( for less than 30 days stay), Solomon Islands, Saint Lucia, Saint Kitts and Navis, Saint Vincent and the Grenadines, Swaziland, Trinidad, Tonga, Tuvalu, Uganda, United Republic of Tanzania, Vanuatu, Zambia or Zimbabwe.

Visas can also be obtained upon arrival at Jomo Kenyatta International Airport in Nairobi. The fee is **USD50**. Nationals of the following countries require special advance VISA clearance by the Kenyan authorities (as of May 2014): Afghanistan, Armenia, Azerbaijan, Cameroon, Democratic People’s Republic of Korea, Iraq, Jordan, Kosovo, Lebanon, Mali, Palestine, Senegal, Somalia, Syria, Tajikistan and Stateless persons also require advance clearance.

For more information regarding visas please visit The Ministry of Interior & Coordination of Government website [www.immigration.go.ke](http://www.immigration.go.ke). If you have difficulties obtaining a visa, please contact the FAO-IGG Secretariat.

1. **HEALTH**

A yellow fever vaccination certificate is mandatory for travellers coming from countries where yellow fever may occur. Immunization against yellow fever is recommended for travellers from other countries. Malaria risk exists throughout the year in Kenya, though there is little risk in Nairobi and the highlands therefore it is advised that you take precautions while travelling out of these areas. Any medical costs incurred during their stay in Kenya shall be borne by the meeting participants; it is therefore strongly recommended that the participants arrange for their own health insurance. (See IV 3. Emergency Numbers which include numbers of nearby hospitals).

1. **SECURITY**

Kenyan Authorities are working closely together in order to ensure that every security measures will be taken for the sessions. However, participants are personally responsible for their security. If you intend to stay in a hotel in, you are advised to choose accommodation from the recommended list of hotels

Available at <http://www.unep.org/unea/docs/hotel_houses_rates2014.pdf>

For your own safety, kindly read and follow the below listed tips:

* Avoid crowded areas such as malls;
* When walking, keep to the main roads and avoid shortcuts down back alleys and the like;
* However, when possible, take a taxi rather than walking;
* Never walk at night in the City Center even for a short distance – always take a taxi;
* Be wary of people loitering outside hotels;
* Ignore street children and people coming up to you in the streets with hard-luck tales. They may be pickpockets or part of an elaborate scam. The best thing to do is just to walk on and ignore them;
* Do not carry large sums of money. Avoid carrying credit cards, wearing expensive jewelry, watches or the like when walking in the street; and
* Do not accept food and drinks from strangers – visitors have been known to be drugged then robbed.

**7. ABOUT NAIVASHA**

Naivasha is a small city located in the southwestern part of Kenya in the Rift Valley. The city is located at an altitude of about 2,000 meters and is situated in the County Government of Nakuru. There are many Wildlife Reserves such as Hell’s Gate National Park and Longonot National Park that is situated at the foot of Mount Longonot. From Naivasha you can go on a trip to Lake Naivasha.

Naivasha has a tropical savannah climate with one distinct and one less distinct rainy period. In between these two periods there still is a chance of reasonable amounts of precipitation. Because of the altitude temperatures are slightly lower on average; nights may be cold. We advise you to pack a sweater.

**7.1. Average weather conditions in Naivasha**

The average weather conditions in Naivasha in the month of May is as follows:

Average maximum temperature: 22oC

Average minimum temperature: 10oC

Average hours of sunshine: 5

Average days with precipitation: 20

**8.** **ELECTRICITY**

240 Volts. Note that Kenya uses the 13A 3 pin electric plug:



**9. OFFICIAL LANGUAGES**

The official languages of Kenya are English and Kiswahili.

**10. CURRENCY AND BANKING**

The official currency of the Republic of Kenya is the Kenya Shilling (KES). The current exchange rates are:

**1 US Dollar = KES 101.30 1 EUR = KES 115.20**

**Please note that these rates can vary with time and with the agent exchanging currency.**

Foreign currency can be changed at JKIA, banks, foreign currency exchange bureau or at hotels. Banks in major centres are open from 09.00 to 15.00 Monday to Friday and from 09.00 to 12.00 on weekends.

The following banks are located in Naivasha Town:

* CFC Stanbic Bank
* Chase Bank
* Cooperative Bank
* Equity Bank
* Family Bank
* Kenya Commercial Bank

**10.1. Automated Teller Machines (ATMS)**

ATMS are available country wide with 24-hour access. Ensure you visit ATM’s that are situated in a well-lit area and preferably in the company of a friend.

**10.2. Credit Cards**

Major international cards are accepted. Credit card fraud occurs in Kenya as in most other parts of the world. The usual precautions should be taken.

**10.3. Travelers’ Cheques**

Travelers’ cheques are accepted at most banks, foreign currency exchange bureaus, hotels and stores in major malls.

**10.4. Shopping Guide**

Naivasha has various supermarkets and open air markets that can be accessed to purchase curios. It also has a newly constructed shopping mall called “Buffalo Mall” that features a supermarket, forex bureau, restaurants and coffee shop among other retail outlets. For more information, visit [www.buffalomallnaivasha.com](http://www.buffalomallnaivasha.com).

**11. CONFERENCE VENUE**

Enashipai Resort & Spa is an award winning hotel situated in Naivasha. The resort has free Wi-Fi for guests in most public areas and conference rooms. The Spa is situated on the shores of Lake Naivasha and there are boat excursions available on request from Guest Relations Office at a small fee, the hotel offer accommodation at a discounted rate of USD 165 for bed breakfast and dinner. The resort has the following facilities:

* Conference Centre
* Ala – carte & Buffer restaurants
* Business Centre
* Fully equipped fitness Centre
* Tennis / Basketball Courts
* Spa
* Outdoor swimming pool
* Gift shop

For your booking enquiries please contact the executives below and quote the 22nd FAO-IGG Conference to qualify for the discounted rate.

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| --- | --- | --- | --- | --- |
| **NAME** | **CONTACT PERSON** | **EMAIL** | **TELEPHONE** | **RATE** |
| Enashipai Resort & Spa | Amy Wambui / Barbara Njoroge | awambui@enashipai.com / bnjoroge@enashipai.com  | +254 719050000  | USD 165 |

For more information on the hotel please visit [www.enashipai.com](http://www.enashipai.com)

**11.1. Medical Services**

The resort has a Medical Clinic for emergency and first aid treatment and assistance, a 24-hour on-call ambulance services is also available. On-site medical assistance is available during all meetings, conferences and events.