

LOGISTICAL INFORMATION NOTE FOR MEETING PARTICIPANTS

MEETING OF THE GROUP OF FRIENDS OF THE CO-CHAIRS FOR THE MONTEVIDEO PROGRAMME FOR THE DEVELOPMENT AND PERIODIC REVIEW OF ENVIRONMENTAL LAW (MONTEVIDEO PROGRAMME IV), NAIROBI 26-28 NOVEMBER 2018

WELCOME NOTE

UN Environment, through the Law Division, looks forward to welcoming you to Nairobi, Kenya to participate in the abovementioned meeting from 26 to 28 November 2018.

VENUE

The meeting will be held in Conference Room 3 at the grounds of the United Nations Office at Nairobi (UNON), where the UN Environment Headquarters is located:

United Nations Avenue
Gigiri, Nairobi, Kenya

HEALTH REQUIREMENTS

A yellow fever vaccination certificate is mandatory for travelers coming from countries where yellow fever may occur. Immunization against yellow fever is recommended for travelers from other countries. Malaria risk exists throughout the year in Kenya and although there is minimum risk in Nairobi it is advisable to take precautions. The United Nations does not cover life or medical insurance for meeting participants. Therefore, it is your responsibility to ensure that you obtain adequate insurance prior to your travel to Kenya.

VISA ARRANGEMENTS

Visa requirements for entering Kenya vary between different nationalities. It is always advisable to check regulations before travelling. It is the responsibility of each participant to obtain the required entry visa for Kenya. Please note that participants are required to have a passport that is valid for not less than 6 months. Participants should have received invitation letters to enable them process the necessary travel documents. For more information on visa application and categories based on nationality, please visit <http://evisa.go.ke/eligibility.html>.

ACCOMMODATION

Please note that participants are expected to make their own hotel reservations and are advised to do so as early as possible. For your own safety, please choose a hotel/guest house from the list recommended by UNON. A list of recommended hotels and guest houses in Nairobi, indicative rates and information on some complementary services (including transfers from the airport to the hotels) is available on the UNON website: [https://intranet.unon.org/sites/default/files/Hotel%20Rates%202018%20\(003\)%20\(002\).pdf](https://intranet.unon.org/sites/default/files/Hotel%20Rates%202018%20(003)%20(002).pdf)
<https://intranet.unon.org/sites/default/files/Guest%20houses%20-%202018.pdf>

LOCAL TRANSPORTATION AND SAFETY

Participants are expected to make their own travel arrangements to and from the airport.

Most international visitors will arrive through Jomo Kenyatta International Airport (JKIA) in Nairobi. Kindly note the unpredictability of the traffic. While it is about 28 km from the airport to the UN compound, the trip can take between 45 and 120 minutes, depending on the time and day. Reliable taxis are readily available within the city, including taxi hailing Apps such as Uber or Little Cab at Uber.com and Little.bz respectively. Other recommended taxi companies are:

Jimcab: +254 20 712 2565/712 0344

Kenatco +254 20 230771/2 or 3166117

UN Environment, UNON and the Kenyan Authorities are working closely together to ensure that all precautionary measures are taken for delegate's safety and security. For your own safety while outside the UNON grounds, take note of the tips below:

- Avoid crowded areas such as malls.
- Expect to be frisked at every building; security checks are very important in Nairobi
- Avoid shortcuts in back alleys, keep to the main roads
- Always carry some form of identification and the address and phone number of your hotel
- Avoid wearing expensive jewellery and watches
- While travelling in a taxi keep your windows rolled up

DAILY SUBSISTENCE ALLOWANCE (DSA)

Sponsored participants will be paid daily subsistence allowance (DSA) on the first day of the meeting (exact time will be announced in the meeting room). Please note that the DSA will be loaded into the cash cards which you already received in Geneva during the first focal points meeting. Please confirm your cash card number with Emma Maungu (emma.maungu@un.org). New Participant (s) will receive cash cards in Nairobi. You are expected to submit your boarding passes and passports in order to collect your DSA. The current UN DSA rate for Nairobi is US\$282 per night. Participants who are unable to stay for the duration of the meeting are requested to inform emma.maungu@un.org as soon as possible, so that the daily subsistence allowance can be adjusted accordingly.

LANGUAGE

Official languages in Kenya are English and Swahili. The meeting will be conducted in English only.

WEATHER AND TIME ZONE

Kenya enjoys a pleasant tropical climate, however, November is normally the peak month for the short-rains season. The outlook for November 2018 indicates that most parts of the country are likely to experience above average rainfall during the month. The month of November experiences constant cloud cover, the weather is usually cool, with average highs of 24°C and lows of 14°C. Nairobi's time zone is GMT +3 hours.

CURRENCY, BANKS AND CREDIT CARDS

The official currency of the Republic of Kenya is the Kenyan shilling (KES). Foreign currency can be changed at JKIA, banks, foreign currency Exchange Bureaus or hotels. Banks in major centers are open from 09:00 to 15:00 hours Monday to Friday and from 09:00 to 12:00 hours on the first and last Saturday of each month. Automated teller machines dispensing KES and USD are available within the UN compound. Foreign

exchange services are available near or at the UN compound in Nairobi. Major international credit cards are accepted in most hotels and restaurants in Nairobi. The indicative exchange rate as of 2 November 2018 is USD 101.7; GBP 131.4; EURO 115.9.

ELECTRICITY SUPPLY

Participants are advised to bring their own universal power adaptors.

For more information on logistical issues please contact either of the following:

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