



## Third session of the Intergovernmental Negotiating Committee to develop an international legally binding instrument on plastic pollution, including in the marine environment (INC-3)

13-19 November 2023, at the UNEP Headquarters in Nairobi, Kenya

### Information for participants

This note provides practical information for participants attending the third session of the Intergovernmental Negotiating Committee to develop an international legally binding instrument on plastic pollution, including in the marine environment (INC-3) to be held from 13 November to 19 November 2023 at the Headquarters of the United Nations Environment Programme (UNEP) in Nairobi, Kenya. The meeting will be preceded by regional consultations on 12 November. As decided by the INC at its [second session](#), a preparatory one-day meeting will take place on 11 November at the same venue.

This note will be continuously updated with the necessary practical and logistical information as it becomes available. Updated text will be highlighted **in blue** and revisions will be dated. **Please check the Information for Participants regularly.**

All information regarding the meeting will be available in the [INC-3 webpage](#).

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## 1. [VENUE](#)

INC-3 will take place at the Headquarters of United Nations in Nairobi (UNON), located at the [United Nations Avenue, in Gigiri](#). For more information, please consult the [UNON webpage](#).

## 2. [REGISTRATION](#)

All information regarding registration is detailed under the Registration tab in the [INC-3 webpage](#).

**Registration for INC-3 is now closed** (updated on 7 October 2023).

Once the registration has been processed, an automatic INDICO email will be sent to the email address provided by delegates upon registration.

On-site registration is only available for delegates representing Members of the Committee. In this case, a Note Verbale or official letter with the composition of the national delegation where the delegate's name is included must be presented for the registration to be processed. **Participants who do not complete the pre-registration procedure must follow the normal procedure of having a photograph taken and a badge issued upon their arrival at the registration area. (Updated on 29 October 2023)**

On-site registration is **NOT** available for all other categories of registration (updated on 7 October 2023).

Queries related to registration should be addressed to [unep-incplastic.registration@un.org](mailto:unep-incplastic.registration@un.org).

All formalities regarding registration, including issuance of badges to duly nominated participants to attend the session, are free of charge.

### a. **Nairobi based delegates**

Delegates based in Nairobi participating in the third session of the INC must be included in the nomination letter for INC-3.

**Although delegates based in Nairobi who already have a pass issued by UNON can use this pass to access the Gigiri compound, they must register for INC-3 and obtain a INC-3 meeting badge to allow access to the meeting rooms. This provision includes all Permanent Representatives / Deputy Permanent Representatives and other representatives based in Nairobi. (updated on 29 October 2023)**

## 3. [INC-3 BADGES](#)

An official INC-3 badge is needed to access the premises of the session. For security reasons, all participants are requested to always wear their badges visibly.

Once pre-registered online, participants will receive a UN EVENT PASS via email, with a QR code. The presentation of the UN Event Pass and of a passport or valid identification card will be required to finalize the registration on-site and to collect the badge at the badging collection centre.

**Collection of individual meeting badges must be done individually by each delegate approved to**

participate in INC-3. This is important for purposes of compiling the final list of participants. An exception will be made for collection of badges for Ministers and other High-level dignitaries only. (updated on 29 November 2023)

The **badging collection centre will be located at the visitors’ entrance of the UNON compound** and will be open according to the below schedule:

8 Nov	9 Nov	10 Nov	11 Nov	12 Nov	13 Nov	14 Nov	15 Nov	16 Nov	17 Nov	18 Nov	19 Nov
<b>Members Only</b>		<b>Members, Observers and Media</b>									
8 am – 4 pm	8 am – 5 pm	8 am – 5 pm	8 am – 5 pm	8 am – 5 pm	8 am – 5 pm	8 am – 5 pm	8 am – 5 pm	8 am – 4 pm	8 am – 3 pm	8 am – 3 pm	8 am – 1 pm

(Updated on 27 October).

Loss of a badge should be reported immediately to the badging centre.

#### 4. SECONDARY ACCESS CARDS

As indicated in the invitation letter for INC-3, dated 6 July, due to the space limitations in the plenary room and other meeting rooms, the INC Secretariat will need to establish a system for access to the Plenary Hall due to the high number of approved delegates registeted to attend INC-3.

Therefore, the Secretariat will issue secondary access cards, also referred to as “floating badges”. These secondary access cards, in addition to the individual meeting badges, will be required to enter the Plenary room so as to ensure compliance with the safety and security requirements of the room at any given time.

- Each delegation from **Member States of the United Nations, members of United Nations specialized agencies and regional economic integration organizations** will be provided with a maximum of four (4) secondary access cards marked “INC-3 Plenary” to enter the plenary room, located in Conference Room 2.
- **Observers from Intergovernmental Organizations and from United Nations System** entities will be provided with a maximum of two (2) secondary access cards to enter the plenary room.
- **Observers from non-governmental organizations** will be provided with a maximum of one (1) secondary access card to enter the plenary room, due to the high number of registered NGOs.

The display of the individual meeting badge, with the identification of the delegate, and the secondary access card will be required to enter the plenary room.

The secondary access cards will not have any name and can rotate among the approved members of each government delegation and/or organization.

Please also note that an **overflow room** will be available, and that the plenary sessions will be streamed in English in Conference Room 1.

The secondary access cards will be distributed at the badging collection centre, located at the main visitors' entrance to United Nation Office in Nairobi.

Secondary access cards may be collected by a representative of government delegations upon presentation of a valid ID, the event pass and/or meeting badge and upon presentation of an official letter in English, stamped and signed by an authorized official, authorizing the representative to collect the meeting badges. The letter may be issued by the ministries, permanent missions or embassies, and must specify the name of the collector.

Observer organizations will also need to present a letter from their organization for collection of the secondary access cards, specifying the name of the authorized person to collect the secondary access cards.

Delegates/representatives collecting secondary access cards must be mindful that it is their responsibility to ensure safely delivery of the secondary access cards to members of their delegation. No duplicates will be issued. (updated on 29 October 2023)

## 5. CREDENTIALS

**The presentation of credentials** by representatives from States Members of the United Nations, members of United Nations specialized agencies and regional economic integration organizations **is not required** for the third session of the Intergovernmental Negotiating Committee.

The submission of a Note Verbal or other official communication from the designating Member State, detailing the composition of the national delegation and containing the names and functional titles of the nominated members of the delegation is required. The online submission of the documentation suffices.

## 6. LIST OF PARTICIPANTS

To facilitate the compilation of the List of Participants, delegations of States Members of the United Nations, members of United Nations specialized agencies, regional economic integration organisations and observer organizations are requested to submit a comprehensive list of the members of their respective delegations to the Secretariat, with the functional titles and designations of the delegates.

As per general practice, the provisional List of Participants will be circulated to delegations on the first day of the session. The final List of Participants will be made available on the meeting page after the closing of the session and will reflect those who attended INC-3.

The List of Participants will include the information provided during registration by Members and Observer organizations.

## 7. TRAVEL SUPPORT

### **b. Funding support for delegates from participating States**

To facilitate the participation of representatives from States Members of the United Nations and members of United Nations specialized agencies to INC-3, funding is available from the voluntary contributions

made by donors to support the participation of **a maximum of two (2) delegates** from developing countries and countries with economies in transition.

**Application for travel support is now closed.**

For the necessary travel arrangements to comply with the United Nations rules and regulations, nominations for funding support after the deadline of 1 September (extended deadline) cannot be guaranteed. Please be kindly reminded that the Secretariat is also not in a position to accommodate last minute changes or cancellations after a ticket has been issued as this results in financial loss.

Delegations are encouraged to nominate the INC focal points to receive funding support, when considered appropriate.

The funding will cover economy-class round-trip air tickets, as well as daily subsistence allowances (DSA) and terminal expenses in accordance with the United Nations rules and regulations.

The round-trip air tickets will be processed and issued directly by the INC Secretariat. The route for all official travel shall be the most economical route available for the applicable travel dates. The DSA comprises the total contribution of the INC Secretariat towards charges such as lodging, meals and other such payments made for services rendered during official travel. **Funded delegates are thus responsible for making their hotel bookings.**

#### **c. Funding support for participants from non-governmental organizations**

To facilitate the participation of accredited observers from non-governmental organizations at the third session of the Intergovernmental Negotiating Committee (INC-3) the INC Secretariat is in the position to provide travel support for the participation of **a total of 20 observers.**

**Application for travel support is now closed.**

The selection results are available here: [observers from NGOs selected for travel support](#).

The funding will cover economy-class round-trip air tickets, as well as daily subsistence allowances (DSA) and terminal expenses in accordance with the United Nations rules and regulations.

The round-trip air tickets will be processed and issued directly by the INC Secretariat. The route for all official travel shall be the most economical route available for the applicable travel dates. The DSA comprises the total contribution of the INC Secretariat towards charges such as lodging, meals and other such payments made for services rendered during official travel. **Funded delegates are thus responsible for making their hotel bookings.**

#### **d. On-site disbursement of DSA**

Disbursement of the DSA will be made on-site, **at the Glass Fishbowl near the Press Room**, via physical prepaid cards in US dollars, according to the schedule below.

**Funded delegates that have a Swiss card and provided the number when applying for travel support, are kindly requested to bring their card with them.**

Sponsored participants will also be requested to present to the designated staff the **original arrival boarding ticket** and the **physical travel identification document used to enter Kenya**.

Schedule for DSA disbursement:

Dates	
Saturday 11 November	9:00 a.m – 1:00 p.m. 2:00 p.m. – 5:00 p.m.
Sunday 12 November	9:00 a.m – 1:00 p.m. 2:00 p.m. – 5:00 p.m.
Monday 13 November	9:00 a.m – 1:00 p.m.
Tuesday 14 November	9:00 a.m – 1:00 p.m.
Wednesday 15 November	9:00 a.m – 1:00 p.m.

(updated on 19 October 2023).

## 8. VISAS

It is the delegate’s responsibility to obtain an entry visa for Kenya, prior to departure.

The information provided below acts only as guidance and delegates are strongly advised to get acquainted with the entry requirements and processes to obtain an entry visa to Kenya through the [Kenyan Directorate Immigration Services webpage](#).

Applications for entry visas for the Republic of Kenya can be made online via: <https://evisa.go.ke/evisa.html>:

- **Holders of service and diplomatic passports should apply for a courtesy visa via the eVisa portal.**
- **Holders of ordinary passports can apply for a single-entry visa via the eVisa portal:**
  - The cost of the visa is 51 US dollars and should be covered by the participants.

As supporting documents, participants are requested to upload the invitation letter and the letter confirming their registration. **The host country is informed that the Secretariat will not be able to provide staff IDs, and that participants will submit the letter and confirmation of registration as supporting documents to apply for the visa** (updated on 3 October 2023).

For more information about the eVisa process and modalities please consult: <https://evisa.go.ke/about-evisa>. To look at your eligibility criteria please consult [Kenya Visa Eligibility](#), and select your country of nationality. Visa applications must be submitted at the latest one-week prior departure, and will be issued, if possible, within 3 to 5 working days.

The eVisa is accessible for viewing by the airline, or at port, through an electronic system managed by the Kenyan Government. Once the eVisa is issued, the holder can travel to an entry point where their passport will be stamped then they are allowed entry.

**IMPORTANT: Once the visa is approved, participants need to log in to their evisa account where they applied for the visa to download the visa. Participants need to print and bring the paper copy of their entry visa to Kenya.**

For information on health-related requirements for entering Kenya, please consult: [Kenyan Ministry of Health – Arriving Travellers](#) (updated on 26 October 2023).

Please note that visa application for entering Kenya and registration for attending INC-3 are two separate procedures. Kindly note that successful registration to the INC-3 does not guarantee issuance of the visa.

## **9. ORGANIZATION OF WORK AND SEATING ARRANGEMENTS**

The proposed organization of work of the session will be shared in due time in the [INC-3 webpage](#).

At the plenary meetings, the delegations of each State Members of the United Nations, members of United Nations specialized agencies and regional economic integration organizations will be seated in English alphabetical order. Seating will also be available for the representatives of accredited observers from intergovernmental organizations, United Nations entities and non-governmental organisations.

The live daily programme will also be available during the session on the INC-3 webpage (link will be provided in due course).

## **10. STATEMENTS**

All interventions can be sent via email to [unep-incplastic.statements@un.org](mailto:unep-incplastic.statements@un.org)

To facilitate interpretation, delegations are strongly encouraged to send their statements in writing at **least two hours** before delivery, and only in soft copy (Microsoft Word or in PDF format).

**The statements will remain embargoed until their delivery**, unless specified otherwise. After delivery they will be available on the [INC-3 webpage](#).

When sending the statement, please make sure to include the indication of country or organization delivering the statement in the subject line of the email. It will greatly help the Secretariat and interpreters if the file name follows the format: **“Agenda item X\_COUNTRY/ORGANIZATION NAME”**.

### **Delivery of Statements in Plenary**

- **Statements made in any of the six official languages of the UN** are interpreted into the other official languages. Speakers are requested to deliver the statement at a speed that is interpretable. While delegations are given a strict time limit in which to deliver their statements, they are kindly requested to speak at a slower pace, to enable the interpreters to provide an accurate and complete rendition of their statements.
- Any speaker may also make a **statement in a language other than the six official UN languages**. In such cases, in accordance with rule 51 of the draft rules of procedure which apply provisionally, the delegation in question must provide an interpreter from the non-



official language into an official language. However, there will be only limited facilities to accommodate such non-official language interpreters on site. Delegations seeking to provide their own interpreters for non-official languages are requested to inform the INC Secretariat well in advance by email at [unep-incplastic.secretariat@un.org](mailto:unep-incplastic.secretariat@un.org) (updated on 12 Novembre).

## **11. DOCUMENTATION**

All meeting documents will be available under the pre-sessions document tab in the [INC-3 webpage](#). The official documents will be issued in all the United Nations official languages: Arabic, Chinese, English, French, Russian and Spanish.

To minimize the negative environmental impact, the meeting will be held paperless and there will be no hard copies of documents available at the venue.

## **12. PREPARATORY MEETING**

As decided by the Committee at its second session, a preparatory one-day meeting will take place on 11 November 2023, at the same venue. The [preparatory meeting](#) will include discussions on the synthesis report to be prepared by the secretariat. Additional information on the preparatory meeting can be found [here](#) (updated on 3 October 2023).

Registrants who may wish to attend the preparatory meeting were invited to tick the box “wish to attend the preparatory meeting on November 11” in the registration form of INC-3.

## **13. REGIONAL CONSULTATIONS**

Regional consultations will take place on 12 November. The INC Secretariat will reserve rooms for the meetings of the five regional groups of United Nations, plus the SIDS. In addition, there will be an opportunity for regional meetings to be held every morning throughout the week. The regional consultations are to be convened and organized by the groups themselves.

Allocation of meeting rooms will be announced upon arrival at the venue. The regional groups are encouraged to inform the secretariat on the planned times for their meetings.

One room for observers will also be made available for their meetings.

## **14. SIDE-EVENTS**

Members of the Committee and observer organizations accredited to INC-3 are invited to participate in the in-person [thematic side events that will be organized on the margins of INC-3](#). The 12 thematic side events will take place daily from Tuesday, 14 November to Friday, 17 November 2023 from 13:30-14:45 (EAT), with 3 events to be held in parallel each day.

To promote continuity the themes of the side-events remain those identified for INC-2. The themes were chosen based on the discussions at INC-1, the written submissions received, and were decided in consultation with the Chair of the INC. **The themes and dates of the thematic side events are [provided](#)**

[here](#).

As per the [INC Secretariat notification on 30 March 2023](#) on the call for expression of interest for side events at INC-2, priority for side events at INC-3 will be given to Members and observers that expressed interest to co-organize a side-event at INC-2 but did not have the opportunity to do so. Given the significant number of Members and observers in that situation, there will not be, unless necessary, an open call for expressions of interest to co-organize side events at INC-3.

Co-organizers and presenters in the side events should be prepared to be part of the organization of the relevant thematic side event.

A list of the selected co-organizers for the thematic side events, and respective focal points, is available here: [Announcement of selected co-organizers for the thematic side events to be held on the margins of INC-3](#). For more information, please refer to the [Secretariat notification on 28 October 2023](#). (updated on 29 October 2023)

All delegates approved to attend INC-3 are invited to attend the thematic side events. No additional registration is required. Please refer to the guidance on badges of this information note, for further details on accessing the premises (Updated on 06/10/2023).

### **Catering information for side events**

Side-event organizers have the options to approach these 4 suppliers to cater for their side events.

- [Safari Park Hotel](#): Ms. Mercy Wanjala Mobile: +254 0720 261575; Mr. Samson Mwangangi Mobile: +254 0720 447211 Email: [mwanjala@safariparkhotel.co.ke](mailto:mwanjala@safariparkhotel.co.ke) [smwangangi@safariparkhotel.co.ke](mailto:smwangangi@safariparkhotel.co.ke)
- [River Café](#): Ms. Joy Sunshine Mobile: +254 737967090 [E-mail:joy@therivercafekenya.com](mailto:joy@therivercafekenya.com) Mr. Jeremiah Nyagah Mobile: +254 721 806292 Office No. +254 20 512 2647 Email: [manager@rivercafegigiri.com](mailto:manager@rivercafegigiri.com)
- [Amaica](#): Ms. Pamela Muyeshi Mobile : +254 724 477663 Phone : +254 512 2496 Email: [info@amaica.co.ke](mailto:info@amaica.co.ke) Mr Charles Waruingi Email: [operations@amaica.co.ke](mailto:operations@amaica.co.ke) Mobile: +254 722762588
- [The Good Food company UN Nairobi](#): Ms. Najma Abdi Noor, Manager Mobile : +254 700180455/734511050 Email [info@tgfc.co.ke](mailto:info@tgfc.co.ke) [Najmaabdinoor21@gmail.com](mailto:Najmaabdinoor21@gmail.com)

(Updated on 18/10/2023)

## **15. [SIMULTENOUS INTERPRETATION](#)**

Simultaneous interpretation will be provided in all the six official languages of the United Nations – Arabic, Chinese, English, French, Russian and Spanish - during all plenary meetings of INC-3.

Any speaker may also make a statement in a language other than the six official UN languages. In such cases, in accordance with rule 51 of the draft rules of procedure which apply provisionally, the delegation in question must provide an interpreter from the non-official language into an official language. However, there will be limited facilities to accommodate non-official language interpreters on site. Delegations seeking to provide their own interpreters for non-official languages are requested to inform the meetings

management staff well in advance by email at [unep-incplastic.secretariat@un.org](mailto:unep-incplastic.secretariat@un.org).

As is practice within the United Nations, may the Committee wish to establish contact groups these will be held in English only.

## **16. BILATERAL MEETING ROOM RESERVATION**

A limited number of small meeting rooms may be offered to delegations for bilateral meetings and/or internal meetings, upon request in writing. The booking of such rooms will take place on a first come first serve basis. Priority in the booking of bilateral meeting rooms will be given to member States (12/09/2023).

Delegations are invited to **submit bilateral meeting requests by email** to [ailis.rego@un.org](mailto:ailis.rego@un.org), indicating dates, number of delegates and other relevant information **before 3 November**. When sending an email, the wording “**INC-3 bilats**” should be included in the subject line.

To avoid double bookings, only the delegation initiating the bilateral meeting should submit the request. Reservations will be accepted for 20-minute duration starting on the hour and half hour. The date and time of the bilateral meeting and the name of the other delegation participating in the meeting should be specified in the request.

Information about room assignments will be provided one day prior to the meeting. Depending on the programme, every effort will be made to keep a delegation’s consecutive appointments in the same room. **The accommodation of late requests will be subject to the availability of space.**

The VIP lounge, located in the lobby of the UNON Conference Centre will also provide an open space for small bilateral meetings **from Wednesday, 15 November 2023**. No reservation is necessary, and space is available on a first-come-first-serve basis (updated on 05/11/2023).

## **17. MEDIA ACCREDITATION AND ARRANGEMENTS**

The **accreditation of media representatives**, including official photographers and videographers of delegations, is handled by the Media Accreditation Desk: [unep-newsdesk@un.org](mailto:unep-newsdesk@un.org). For more details, please consult the registration page in the [INC-3 webpage](#).

The secretariat of the INC will provide live-streaming coverage of the plenary meetings. This will be done in all 6 official languages of the United Nations. The links will be made available prior to the meeting in [INC-3 webpage](#).

Press releases, official documents, statements, and other information materials will be made available on the INC-3 webpage.

## **18. SECURITY**

Access to the venue premises and the surrounding area will be strictly limited to persons registered for INC-3. Individual conference badges for all government delegations and observers will be issued at the badge collection centre. Badges and passes must be always worn visibly in the venue.

All persons and their bags/luggage will be screened at the entrance to the venue.

General security advice for Nairobi provided by the United Nations Office for Nairobi (UNON) can be accessed at this link: <https://dcs.unon.org/node/75>.

## **19. CODE OF CONDUCT**

Participation in INC sessions is governed by the relevant guidelines and policies, including the [Code of Conduct](#). The Code of Conduct contains detailed information on prohibited conduct, complaint and investigation processes, as well as possible consequences in case of misbehaviour.

All participants are expected to get acquainted with the Code of Conduct and to behave with integrity and respect towards all participants attending or involved with any INC session.

## **20. LOSS OF BADGE OR PERSONAL ITEMS**

The Loss of badge or any personal item in the meeting venue must be reported to the registration centre and/or the Security and Safety Service.

## **21. PLASTIC FREE MEETING**

This meeting is plastic-free. Delegates are encouraged to bring their own water bottles to the meeting. Water dispensers for refilling will be provided.

Participants are also encouraged to bring their own lanyards for the meeting badges to foster multiple use.

## **22. INTERNET SERVICES**

Free Wi-Fi will be available in the UNON complex and all meeting rooms.

Select the wireless network connection named 'VISITORS' or 'DELEGATES' to access internet, including to access meeting information and documentation prepared for INC-3.

Delegates are **strongly recommended to limit the number of personal gadgets** that require constant connecting to the internet, to allow for efficient and accessible internet for all participants.

## **23. CATERING SERVICES**

The following caterers are available to delegates

- [Safari Park Hotel – Main cafeteria located near the lobby of the UN Complex](#)
- [River Café - Delegates lounge located on the lower level of the UNON Conference Room area](#)
- [Amaica – Located near Block A](#)
- [The Good Food Company – located between Block 1 and 2 of the New Office Facility](#)

Dinner at the Main Cafeteria will be served until 9:00 pm from 11 November until 19 November. Delegates Lounge will be available until 11:00 pm during the same period.

(Updated on 18 October)

## **24. ACCOMODATION IN NAIROBI**

Participants are kindly requested to make own hotel reservations for their stay in Nairobi.

Please find below a list of UNDSS recommended hotels in Kenya (As of July 2023) :

<b>Location</b>	<b>Hotels Name</b>	<b>Contacts</b>	
<b>Nairobi County CBD/Upper Hill/JKIA</b>	Fairview Hotel	+254733636561	
	Nairobi Safari Club	+254715072922	
	Panafric Hotel	+254709111000	
	Serena Hotel	+254732123333/732123 000	
	Panari Hotel (Mombasa Rd)	+254711 091000	
	Mecure Hotel (Crown Plaza Upper Hill)	+254 71-909-6000/+254-20- 2746100	
	Ole Sereni	+254732 191000	
	Boma Inn Hotel	+254-203904000	
	Boma Hotel	728606476/728606478	
	EKA Hotel		
	Silver Springs		
	Laico Regency Hotel		
	The Swiss International		
	<b>Westlands</b>	Sankara Hotel	
		Southern Sun Mayfair	
Villa Rose Kempinski			
King Post Apartments			
Pride Inn Hotel (Rapta road)			
The Concorde Hotel and Suites			
Ibis styles (formerly Tunes)			
Hotel Royal Orchid Azure			
Park Inn by Radisson			
Bidwood Suites			
MovenPick			
Zehneria Portico			
Lenana Hotel			

Radisson Blu  
 (temporarily closed)  
 La Mada Hotel  
 Hilton Garden Inn  
 Crowne Plaza Airport  
 (Lazizi Premiere)  
 Four Points by Sheraton  
 (JKIA)  
 Four Points by Sheraton  
 (Hurlingham)  
 Hill Park Hotel  
 Double Tree Hilton  
 Social House  
 Four Points by Sheraton  
 (JKIA)  
 Four Points by Sheraton  
 (Hurlingham)  
 Hill Park Hotel  
 Double Tree Hilton  
 Social House

**Ruaka/Gigiri**

Tribe Hotel +254 732186000  
 Safari Park Hotel +254 203633000  
 Windsor Golf Hotel +254 208647000,  
 203565501/2/3/4/  
 Magna Hotel & Suites +254 20513800  
 (Accommodation Only)  
 Comfort Gardens +254 723601280, +245  
 777601280  
 City Lodge Hotel +254 709264000  
 La Mada Hotel +254 789994026

**Guest Houses (within  
 Gigiri)**

Bedelle  
 Casa Bella Suites  
 Dolfran Guest House  
 Villa Leone Hotels  
 Adies Garden Suites  
 Hob House  
 China Gardens  
 Kijiji Homestay  
 The Orchid Homes  
 Smothers Boutique hotel  
 Dream Place  
 Alpha Queens Home  
 Gigiri Lion Villa-UN +2540100200200/07001  
 Crescent 07001  
 Gigiri Lion Villa-Gigiri +2540100200200/07001  
 Drive 07001

Participants who choose to use other forms of accommodation are advised to be vigilant about selecting safe and appropriate accommodation.

## **25. TRANSPORTATION**

Many hotels provide courtesy shuttle services to/from the airport and in some cases from the hotel to the UNON complex. Participants are encouraged to liaise with their hotels in good time regarding their transportation needs.

In the absence of a courtesy bus, visitors may use reputable taxi companies:

- Jimcab: <https://www.jimcab.co.ke/>
- Jaycab: <https://www.businesslist.co.ke/company/99493/jay-cab-services>
- Jatco: <https://jatcotaxis.com/>
- Kenatco: <https://www.kenatco.co.ke/>

## **26. MEDICAL AND TRAVEL INSURANCE**

Travel Insurance is not provided by the United Nations and all participants are encouraged to arrange for their own travel health insurance, that covers both health and accident, prior to departure from the country of residence. The organizer will not be responsible for travel or health insurance coverage.

Medical costs incurred in Kenya will be directly borne by the participant.

It is the delegate's own responsibility to ensure he meets all health-related requirements to enter to Kenya. **A yellow fever vaccination certificate** may be required if you are arriving in Kenya from a country with risk of yellow fever transmission. Useful information on other vaccinations recommended be consulted in the WHO website: <https://www.who.int/travel-advice>.

## **27. MEDICAL SERVICES**

The UNON Joint Medical Service will be available in cases of emergency during INC-3. The UNON Medical Clinic provides emergency and first aid assistance, including on-call (24-hours) ambulance services.

**Location:** Block F, Room 117

**Contacts:** +254 (0)20 762 2267, +254 20 762 2268

**Emergency lines:** +254 (0)20 7625999, +254 724 255 378

**Email:** [unon-jms-medical@un.org](mailto:unon-jms-medical@un.org), [unon-jms-medicevacuation@un.org](mailto:unon-jms-medicevacuation@un.org)

## **28. OTHER INFORMATION**

- **Electricity:** the electrical currents in Kenya are 220-240 Volts, 50 Hertz, using the 13A3 [square] wall switch socket outlet.

- **Currency:** Kenyan shilling.
- **Local time:** EAT (+3 UTC).
- **Weather:** The 'short rains' are from November to December. Participants are encouraged to bring all weather clothes, including rain clothes and warmer clothes for the evenings (updated on 5 November 2023)