

First International Environment Forum for Basin Organizations

“Towards Sustainable Freshwater Governance”

UNEP, Nairobi, Kenya, 26-28 November 2014

Information for Participants



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NOTE – This guide will provide participants with useful information for visitors to the Republic of Kenya and the above mentioned meeting. Participants are advised to read it carefully and contact us in case of questions.

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I. INTRODUCTION

The 1st International Environment Forum for Basin Organizations will take place from 26 – 28 November 2014 at the United Nations Office at Nairobi.

More information about the Forum can be found here:
<http://www.unep.org/delc/forumbasinorganizations>

II. 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.

2. Jomo Kenyatta International Airport (JKIA) in Nairobi

Located in the Embasaki suburb, 15 kilometers from Nairobi's central business district and 25 kilometers from United Nations Office at Nairobi, Gigiri.

JKIA telephone number +254 (20) 825400

3. Time Zone

Kenya is GMT + 0300 hours.

4. 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 Africa (for less than 30 days stay), Solomon Islands, Saint Lucia, Saint Kitts and Nevis, 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 **USD 50**. 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 [Kenya Immigration website](#) or contact the UNON Travel and Visa Unit: +254 (20) 762 3580.

5. Health

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, 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).

Ebola: On 19 August 2014 Kenya suspended entry of passengers travelling from and through Guinea, Liberia and Sierra Leone, excluding health professionals supporting efforts to contain the outbreak of Ebola and Kenyan citizens. Participants should also expect temperature/health checks upon arrival at Jomo Kenyatta International Airport. Do not travel if you are sick. Persons with fever or other Ebola-like symptoms may be taken to designated centres or have entry/exit denied. If you develop any symptom possibly related to the communicable disease (such as fever, weakness, muscle pain, headache, sore throat, vomiting, diarrhoea, rash, or bleeding) while staying in Kenya, please seek medical attention and inform your recent travel history to the physician or health personnel immediately. This is for the benefit of all participants and public health as a whole.

6. Security

The United Nations Environment Programme (UNEP), the United Nations Office at Nairobi (UNON) and the Kenyan Authorities are working closely together to ensure that all precautionary measures are taken for delegate's safety and security. However, participants are personally responsible for their movements. If you intend to stay in a hotel, 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, where 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

- Do not accept food and drinks from strangers; visitors have been known to be drugged and then robbed

7. Weather

Nairobi has a mild temperate climate with dry winters and warm summers. The month of November is characterized by essentially constant daily high temperatures, with daily highs around 25°C throughout the month, exceeding 27°C or dropping below 22°C only one day in ten. Throughout November, the most common forms of precipitation are light rain, moderate rain, and thunderstorms.

8. Electricity

240 Volts. Kindly note that Kenya uses the 13A 3 pin wall switch socket outlet.

9. Official Languages

The official languages of the Republic of Kenya are English and Swahili.

10. Money and Banking

Currency and exchange rate

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

1 US Dollar = KES 89,78

1 EUR = KES 111,81

Foreign currency can be changed at JKIA, banks, foreign currency Exchange Bureaus or hotels. Banks in major centers are open from 09:00 to 15:00hrs Monday to Friday and from 09:00 to 12:00hrs on the first and last Saturday of each month.

The following currency exchange places are available near or at the UN compound in Nairobi.

- **KCB bank** can be found on the ground floor in the UN complex, next to the Delegates Lounge.
- **Emerald Garden** from the main gate of the United Nations, cross the road, turn right and walk about 200 m. You will find the building to your left.
- **Warwick Center** from the main gate of the United Nations, cross the road, turn

left and walk about 100 m. The building will be to your right.

ATMs

ATMs are available country wide with 24-hour access. Within the UNON complex there are two ATMs on the lower concourse; one next to the Kenya Commercial Bank and the other near the UNFCU (United Nations Federal Credit Union).

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.

Travellers' cheques

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

Tipping is appreciated; however, most hotels and restaurants do include a service charge.

III. UNON COMPLEX

1. About the UN Gigiri Compound

The Gigiri compound accommodates almost 3,500 staff members (of the total more than 5,200 UN staff based in Kenya).

The 140-acre UN Gigiri compound is a peaceful place, offering the chance of observing local wildlife such as red duikers, squirrels, marsh mongoose, sykes monkeys and olive baboons. Easily spotted bird species include: crowned cranes, Egyptian geese, crested eagles, green pigeons and hoopoes.

A physical tour of the UNON compound may be arranged through the UNON Visitors Centre: un.tours@unon.org.

More information can be found at: <http://visitors.unon.org/>

2. Access to the complex

Access to the UN Gigiri Complex is via UN Avenue. Pedestrian access is through the Pavilion north of the main vehicle access.

All participants need to be registered prior to the meeting to be allowed access. Registered participants will be screened and are advised not to bring weapons, ammunition, inflammable items or sharp objects. The participants will be issued with conference badges and are advised to wear the badge at all times during their visit to the complex.

3. Wi-Fi

Free Wi-Fi facility will be available in the UN compound and meeting rooms. Select the Wireless Network connection named 'VISITORS' or 'DELEGATES'.

4. Canteen Services and Restaurants

There are several caterers within the UN compound contracted to provide food and beverages for breakfast, lunch as well as snacks during coffee breaks for staff and visiting delegates. In addition, there are several restaurants and bars within walking distance from the UN complex (listed in the order of distance from the main UN gate):

➤ **Emerald Garden** –Thai food

Directions: From the main gate of the United Nations, cross the road, turn right and walk about 200 m. You will find the building to your left.

Website: <http://emeraldgarden.co.ke/> (Online reservation services available)

Tel: + 254 (0) 710886688 / 710887888

➤ **In Warwick Centre**

Directions: From the main gate of the United Nations, cross the road, turn left and walks about 100 m. The building will be to your right.

Four Café Bistro – Mediterranean food

Website: <http://www.four.co.ke>

Tel: + 254 (0) 721445444

Osteria – Japanese and Italian food Tel:

+ 254 (0) 701570468

Mediterraneo – Italian food

Website: <http://www.mediterraneorestaurant.co.ke/room/mediterraneo-gigiri/>

Tel: + 254 (20) 7123000

➤ **Java Coffee House** – Sandwiches and salads

Directions: From the main gate turn left and walk to the end of the road. Turn left on Limuru Road. It is next to the Petrol Station on your left.

Website: <http://www.nairobijavahouse.com/> Tel:

+254 (0) 721425403

➤ **Big Square** – Burgers

Directions: From the main gate turn left and walk to the end of the road. The restaurant is at the corner to your right.

Website: <http://big-square.co.ke/>

Tel: +254 (0) 707970968 / 739464707

➤ **Village Market** - Food court – It is a 3 minutes taxi drive.

Website: <http://villagemarket-kenya.com/>

➤ **Lord Errol** – French – It is a 5 minutes taxi drive.

Website: <http://www.lord-erroll.com/> (Online reservation services available)

Tel: + 254 (20) 7122433, 7121308, 7122302, 7122636

5. Postal/ Courier Service

The Post Office is available in the UNON complex

- Open Monday to Friday, 08:00 to 17:00hrs

DHL courier mail service, lower concourse, next to the Post Office

- Open Monday to Friday, 08:00 to 17:00hrs
- Tel: +254 (20) 7622580, 7622579

6. Medical Services

The UNON Medical Clinic emergency and first aid assistance, including on-call (24-hour) ambulance services are available. On-site medical assistance is available during all meetings, conferences and events. The UNON clinic also offers general medical assistance, vaccinations and a broad range of medical services.

Location: Block F, room 117

Tel: +254 (20) 762 2267 Emergency line: +254 (20) 762 5999

Open Monday – Thursday: 10:00 to 12:30hrs and 14:00 to 16:00hrs Friday
08:30 to 13:30hrs and during meeting hours.

No service is available on weekends. For assistance over the weekends please dial the 24-hour UNON control room: +254 (20) 762 6666.

7. Travel Agencies

For participants interested in arranging a sightseeing tour or safaris during their visit to Kenya, the following agents are available to provide assistance:

BCD TRAVEL (on the compound)

Tel: + 254 (20) 7622492

Email: ummi@bcdtravel.co.ke

EXPRESS TRAVEL (on the compound)

Tel: + 254 (20) 7624992

Email: pushpak.pradhan@expresstravelgroup.co.ke

IV. OTHER INFORMATION

1. Accommodation in Nairobi

Participants are kindly requested to make their own hotel reservation. A list of recommended hotels and guest houses in Nairobi is provided on the UNEA website.

The following guest houses are also available in the vicinity of the UN complex. However, these have not been subjected to UN security survey and therefore not included in the 'recommended list'. The following list is provided only to assist delegates who are unable to find to a room in the recommended hotels/guest houses.

ABYSINIA

Email: yeshideneke@yahoo.com
Tel: +254 (0) 732242515 / 720655487

BONSAI VILLA HOMESTAY

Email: info@bonsaivillahomestay.com
www.bonsaivillahomestay.com
Tel: +254 (20) 506534

DAISY HOMES LTD

Email: info@daisyhomekenya.com
www.d@isvhomekenya.com
Tel: +254 (0) 721703333

**DREAM PLACE
ACCOMODATION**

Email: info@dreamplace.co.ke
www.dreamplace.co.ke
Tel: +254 (20) 2608720

FLORA

Email: florah@wananchi.com
www.florahostel.com
Tel: +254 (20) 2723013 / 203087

JUST AT HOME

Email: justathome@gmail.com
www.justathomegusthouse.com
Tel: +254 (0) 714393907 / 0734743218

VILLAGE VILLA

Email: info@villagevilla.co.ke
www.villagevilla.co.ke
Tel: +254 (0) 720225531 / 737657032

BONI HOUSE

Email: house.boni@gmail.com
www.bonihouse.com
Tel: +254 (0) 722553794 / 722553794

COMFORT GARDENS

Email: info@comfortgardens.com
www.comfortgardens.com
Tel: +254 (20) 2014010

HOMELY

Email: homely.guesthouse@gmail.com
www.homelyguesthouses.com
Tel: +254 (0) 722 901335

SHANEMA HOMES

Email: info@shanemahomes.com
www.shanemahomes.com
Tel: +254 (20) 2691911 / 0700 333404

VILLA LEONE

Email: info@villa-leon.com
www.villa-leon.com
Tel: +254 (20) 2554995 | +254 (0) 712-680542

2. Shuttle and Taxi Services

Many hotels provide courtesy shuttle services to/from airport and in some cases from the hotel to the UN compound. Visitors should pre-advise their hotel of their transportation needs. In the absence of a courtesy bus, visitors may use reputable taxi companies. Recommended taxi companies are listed below.

- Hilltop +254 (20) 272 3218
- Jatco +254 (20) 444 8162/444 6096
- Jimcab +254 (20) 712 2565/712 0344
- Kenatco +254 (20) 230771/2 or 3166117

Kindly note the unpredictability of Nairobi traffic. While there is only 25 km from the airport to the UN compound, the trip can take between 45 and 120 minutes depending on the time of day. City rush hours are 07:00 – 09:00hrs and 16:00 – 18:00hrs

3. Emergency numbers

- UNON Security +254 (20) 7626666
- Kenyan Police +254 999 or +254 (20) 2724201
- Diplomatic Police +254 (0) 726283030 or +254 (0) 735356506
- Nairobi Hospital +254 (20) 2845000
- Aga Khan Hospital +254 (20) 3662000
- St. John Ambulance Service +254 (20) 2210000/2241000