



GLTN
GLOBAL LAND TOOL NETWORK

9TH GLTN PARTNERS MEETING

LOGISTIC INFORMATION NOTE

02 - 04 MAY 2023
NAIROBI, KENYA

UNITED NATIONS OFFICES NAIROBI (UNON)
GIGIRI, NAIROBI, KENYA

IMPORTANT INFORMATION FOR THOSE TRAVELLING TO KENYA

The 9th GLTN Partners' Meeting will take place from 2nd to 4th May 2023 in the United Nations Gigiri Compound in Nairobi, Kenya. The purpose of this note is to provide pertinent practical information about your travel and stay in Nairobi during the meeting.

1. Confirmation of attendance: Please confirm your attendance to the GLTN Partners' meetings at the soonest, and **not beyond the 31 March 2023**, by writing an email to Mr. Wainaina at the GLTN Secretariat using the following email address: victor.wainaina@un.org

2. Visas: All travelers arriving in Kenya should have a valid passport. All Kenyan visa applications are now processed on eCitizen (<https://www.ecitizen.go.ke/>), the first-stop portal for Government information and services. For information on how to apply, who requires a visa, types of visa and fees, eligibility, requirements, and guidelines, visit <https://immigration.ecitizen.go.ke/index.php?id=5> Please select the Single entry visa for "Tourism". Obtaining a visa for Kenya prior to your travel will be **your own responsibility**. If you need an **official invitation letter** to support your visa application, please contact Mr. Wainaina at the GLTN Secretariat using the following email address: victor.wainaina@un.org

3. Internal transport: Airport pick up/drop off on average costs Ksh. 3,000.00 or \$25.00 one way. The cost is slightly less if you source an Uber cab. Kindly make your own arrangements for airport pick up and drop off.

4. International travel to and from Kenya: Your participation to the GLTN Partners' meeting, including covering travel costs and making international travel arrangements, is to be sponsored by your organizations.

5. Request for sponsorship: The GLTN Secretariat allocated some funds to sponsor the attendance of selected participants to the Meeting. Priority will be given to representatives of civil society organizations, training and research institutions, government representatives, participants coming from developing countries and members of the GLTN Steering Committees. If you need sponsorship, please contact the GLTN Secretariat **at the soonest but not beyond 20th March 2023**, by writing to Mr. Wainaina at the following email address: victor.wainaina@un.org. Requests will be accepted on a first come-first served basis and not beyond the cut-off date of 26th March 2023.

6. Health: A Yellow Fever vaccination certificate is mandatory for travelers over one year of age coming from countries where yellow fever may occur. Angola, Benin, Bolivia, Brazil, Cameroon, Colombia, Ecuador, Democratic Republic of Congo, Gabon, Gambia, Guinea, Guinea Bissau, Liberia, Peru Sierra Leone, and Sudan have been indicated as countries where yellow fever may occur, but no guarantees can be given that no certificates are required from other countries. Malaria risk exists throughout the year in Kenya, though there is little risk in Nairobi and the highlands. Mosquito repellent can be useful in the evenings.

7. Venue and Access: The meetings will be held at the United Nations Complex, United Nations Avenue, Gigiri, Nairobi (UNON). The UN Gigiri complex is about seven kilometers from the city center and about 16 kilometers from the Jomo Kenyatta International Airport. To access the UN Complex, please carry your passport for identification purposes. This is very important. Security is becoming stricter within the complex and participants who arrive at the front entrance without a valid ID will not be allowed to enter. The coordinates for the complex are -1.232927°N 36.8162122°E.

8. Internet Café, Wi-fi: Free Internet access is available around the UN Complex, specifically around the conference areas, lounges, meeting rooms and post offices. Use the Wireless Network Connection named 'VISITORS' or 'DELEGATES' for internet access.

9. Weather: Kenya lies on the equator and has a pleasant, tropical climate, but there are large regional climatic variations influenced by several factors, including altitude. Temperatures drop by about 6°C for every 1,000m you climb (or 3.5°F per 1,000ft). Kenya's daytime temperatures average between 20°C/68°F and 28°C/82°F. May falls in the rainy season and there can be frequent downpours, although it seldom lasts the whole day. Carrying an umbrella is a very good idea.

10. Time Zone: Kenya is GMT + 0300 hours.

11. Electricity: 240 Volts.

12. Official Language: The official languages of the Republic of Kenya are English and Kiswahili.

13. Hotel reservations, airport transfers and transport for participants:

Participants are kindly requested to make their own hotel reservations. Some recommended choices that you can choose from are indicated below:

ACCOMMODATION OPTIONS

Jacaranda Hotel, Westlands

8 km from UN Complex
Cell: +254-733-601613/4, +254-722-205486/7
Tel: +254-20-48713/4/5/6/7
Fax: +254-20-4445818
<http://www.jacarandahotels.com>

Sankara Hotel, Westlands

8 km from UN Complex
Tel: +254-20-420800
Fax: +254-20-4208888
<http://www.sankara.com>

Southern Sun Mayfair, Westlands

8 km from UN Complex
Tel: +254-20-3740920/1, 3688 000
Fax: +254-20-3748823
<http://www.tsogosunhotels.com>

Tribe Hotel, Gigiri (behind The Village Market)

1.5 km from UN Complex
Tel: +254-20-72 00 000
Fax: +254-20-7200 110
<http://www.tribe-hotel.com>

Windsor Golf & Country Club, Ridgeways

6 km from UN Complex
Tel: +254-20- 8647003/4
Cell: +254-722-203-361/2/3/4,
+254- 733-333-217/8
Fax: +254-20-2338093/6
<http://www.windsorgolfresort.com>

Magna Hotel and Suites

1.5 km from UN Complex
Tel: +254-20-513 8000
<http://www.magna-hotel.com>

Comfort Gardens

1.5 km from UN Complex
Tel: +254-723-610-280
https://www.comfortgardens.com/comfort_gardens-nairobi/home

Tara Suites

1.5 km from UN Complex
Tel: +254-717700417, +254-786-700-417
<http://www.tarasuites.com>

Casa Bella Suites

1.5 km from UN Complex
Tel: +254-722-994-999
<http://www.casabellagigiri.com>

The 140 Runda

1.5 km from UN Complex
Tel: +254-20-4445711

Gigiri Express Hotel

0.2 km from UN Complex
Tel: +254774704016
<https://gigiriexpresshotel.com>

- 14. Currency and credit cards:** The official currency of the Republic of Kenya is the Kenya Shilling (Ksh.). The current exchange rate vis-à-vis the US dollar is approximately Ksh. 125.00 give or take (as of March 2023) for one US dollar and Ksh. 135.00 for one Euro. Major credit cards are accepted in most hotels and restaurants in the city.
- 15. Banking Services:** A Branch of both the Kenya Commercial Bank and Standard Chartered Bank are open within the UN Complex on weekdays from 8.30 a.m. to 4 p.m. daily. In addition, the two banks, as well as other major banks such as Barclays Bank, Bank of Africa and Commercial Bank of Africa also have branches and ATMs in Westlands and at the Village Market shopping mall.
- 16. Safety and Security:** As in any country, there are a few safety and security issues in Kenya. By taking necessary precautions, however, the risks of a security incident can be reduced drastically. Visitors are advised not to leave cash and valuables in their hotel rooms but to make use of hotel safe deposit boxes. Visitors should not carry large sums of money while walking on the streets and they are advised to be careful with their handbags in crowded places and busy streets. Necklaces and jewelry should be left at home or kept in the hotel's custody. Walking at night alone should be avoided. Kenya has a police force as well as special tourist police unit with highly trained officers.

ENQUIRIES:

Visa, DSA, Travel Enquiries: Victor Wainaina

Mobile: +254 711509697 | Email: victor.wainaina@un.org

Communication Enquiries: Eric Gachoka

Mobile: +254 722794064 | Email: eric.gachoka@un.org

Overall GLTN Partners' Meeting Enquiries:

Ombretta Tempra

Tel No.: +393312221306 | Mobile: +201016807555 | Email: ombretta.tempra@un.org

El Habib Benmokhtar

Mobile: +254728887790 | Email: el.benmokhtar@un.org

FACILITATED BY:

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