



**EIGHTH MEETING OF THE STEERING COMMITTEE OF THE REGIONAL
AVIATION SAFETY GROUP FOR AFRICA-INDIAN OCEAN (RASC/8)
(NAIROBI, KENYA, 29 – 30 AUGUST, 2022).**

INFORMATION BULLETIN ¹

1. Venue

1.1 The meeting will take place at the ICAO ESAF Regional Office, which is located at the United Nations Complex in Gigiri, Nairobi, Kenya from 29 to 30 August, 2022.

1.2 The contacts of the ESAF Office are:

Eastern and Southern African (ESAF) Office
New Office Facility, Block 4, South wing, Ground floor
United Nations Office at Nairobi, Limuru Rd., Gigiri, Nairobi, Kenya

Mail: P.O. Box 46294, 00100 GPO, Nairobi, Kenya

Tel.: +254 20 7622 395, 7622 396

Fax: +254 20 7621 092, 7623 028

E-mail: icaoesaf@icao.int

Web-Site: <http://www.icao.int/esaf>

1.3 ICAO ESAF Regional Office Contacts

Mr. Milton Tumusiime Regional Officer Flight Safety (RO/FLS) Coordinating the Workshop Tel. +254 20 7622675 Fax: +254 20 762 1092 E-mail: Mtumusiime@icao.int

2. Registration

2.1 Registration of participants will take place on 29 August 2022 from **08:00 to 08:30** in the Delegates Lobby at the UN Complex, Gigiri. Kindly arrange to have your copies of your proof of full COVID-19 vaccination Certificates.

3. Opening Session

3.1 The official opening of the meeting will take place on 29 August 2022 at **09:00**.

¹ The ESAF Regional Office makes its best effort to provide information to participants in order to facilitate their stay in Nairobi and participation at the event(s) to which they are invited. However, ICAO or its employees shall not be liable for any consequences arising from the use of information or views expressed in this bulletin, including but not limited to any loss or damage resulting from decisions taken on the basis of the information and associated views; or for any inaccuracies, omissions or errors it may contain.

4. Working Language, Instruction and Documentation

4.1 The Meeting will be conducted in the English Language. The Meeting will be paperless and all related documentation will be online at:

- RASG-AFI Meetings Webpage: <https://www.icao.int/WACAF/Pages/rasg-afi.aspx>
- ICAO WACAF Meetings Webpage: <https://www.icao.int/WACAF/Pages/Meetings2022.aspx>
- ICAO ESAF Meetings Webpage: <https://www.icao.int/ESAF/Pages/meetings.aspx>

Accordingly, participants are required to bring their own portable computers/laptops for access.

5. Transport

5.1 From the Airport

Taxis are available from the airport to the city centre and the fare is normally between Kshs.2000 to 2500. However, it is advisable to agree on the fare before getting into the vehicle. Enquiries may be made at the airport information desks/counters upon arrival.

5.2 To the Meeting venue

Transport will be provided to the meeting venue. A bus will depart at 7:00am daily from the Sentrim Six-Eighty Hotel to the ESAF Regional Office at the UN Compound in Gigiri, Nairobi and will transport delegates back to the pickup point after closure of the meeting each day.

6. Hotel Information

6.1 Participants are requested to make their own hotel reservations and indicate that they are attending an ICAO workshop in order to take advantage of the special accommodation rates. A list of recommended hotels/lodges near UN Complex is attached at the end of this bulletin.

7. Entry Visa

7.1 Participants are advised to ascertain at the respective Embassies whether or not they are exempt from the Kenyan entry visa requirement. Kenya visas may be obtained from the Kenya High Commissions or Embassies. In applying for the visa, it is advisable to produce the letter of invitation from ICAO, together with other documents which may be required by the High Commission or Embassy. **It is important to apply for visas well in advance to avoid delays and inconveniences** via: <https://application.kenyanevisa.com>

8. Health

8.1 It is strongly recommended that participants should have travel insurance (including health) for the duration of their stay in Kenya. Participants should particularly ensure that their insurance is applicable in Kenya. Furthermore, they should carry evidence of current health/hospitalization insurance such as cards that may be produced to health institutions should the need arise. Participants are also encouraged to provide information during registration, on their next of kin who may be contacted on behalf of the participant should the need arise.

8.2 Presentation of a valid **yellow fever certificate** at the point of entry is required for persons who originate from or have travelled to States where yellow fever is described by the World Health Organization (WHO), as endemic, including the following States: *Angola, Benin, Burkina Faso, Burundi, Comoros, Central African Republic, Chad, Congo, DRC, Ivory Coast, Ethiopia, Gabon, Gambia, Ghana, Guinea Bissau, Guinea Equatorial, Liberia, Mali, Mauritania, Mozambique, Niger, Nigeria, Somalia, Congo, Rwanda, São Tomé and Príncipe, Senegal, Sierra Leone, Tanzania, Togo and Uganda.*

- 8.3 Persons who fail to produce a valid yellow fever vaccination certificate to the port health officials may be required to take the vaccination at the point of entry against payment of US\$15 (subject to change by the appropriate authority). The officials may take other action in accordance with applicable regulations and procedures. For more information participants may wish to visit the World Health Organization (WHO) website <http://www.who.int/ith/> for information on Kenya.

9. Weather

- 9.1 While Nairobi is very close to the Equator (about 1.3° S), it is located at a relatively high elevation of about 5000 feet (1524m) above mean sea level. In August, the mean minimum/ maximum temperatures are 22° / 13°
- 9.2 Nairobi local time is GMT+3.

10. Local Currency and Foreign Exchange Rates

- 10.1 The basic unit of currency is the Kenyan shilling (Kshs.), which is divided into 100 cents. There are silver and bronze coins of 1, 5, 10, 20 and 40 shillings. Notes are issued in denominations of 50, 100, 200, 500 and 1000 shillings.
- 10.2 The Kenya shilling exchange rates are determined by the interbank trade which varies daily. Participants may wish to obtain current information from the internet.
- 10.3 Commercial banks and forex bureaux provide exchange facilities. Most banks are open between 9.00 am to 4.00 pm from Monday to Friday and between 9.00 am to 12.00 noon on the first and last Saturday of the month. Some forex bureaux may be open outside these hours. Hotels also offer exchange facilities but at an extra fee and/or less favourable rates. On arrival at Jomo Kenyatta International Airport (JKIA), forex services are available within customs hall, from 7.00 am to midnight.

11. Telephones

- 11.1 Worldwide direct connections are available, using the international code or telephone operator as necessary. From outside Kenya, dial 254 followed by the area code (for landline numbers) and the required number. There are four (4) cellular phone (mobile) operators in Kenya: Airtel, Orange, Safaricom and YU.

12. Security

- 12.1 Participants are advised to visit the UNON website <http://www.unon.org> and click on “Security Advice” for the latest information. As in many large cities, crime is prevalent within Nairobi. It is advisable to check with the hotel reception regarding security within the surrounding areas. It is also advisable to use taxis or transport arranged by the hotel reception to visit shopping complexes, to go sightseeing or to travel for any other purpose.

Security at the UN Complex

- 12.2 Security procedures for entry and remaining within the UN Complex at Gigiri are strictly enforced. International participants must bring valid passports to the UN Complex. Kenya nationals and residents may bring other forms of identification documents issued by the Government of Kenya. All participants must wear forms of identification (tags/badges) issued by UN Security at all times while within the UN Complex.
