



**SECOND MEETING OF THE AFI REGION AIM IMPLEMENTATION TASK FORCE
(NAIROBI, KENYA, 17 - 19 DECEMBER 2012)**

INFORMATION BULLETIN (Nov 2012)¹

1. Site of the Meeting

- 1.1 The Meeting will be held from 17 to 19 December 2012 at the ICAO ESAF Regional Office, which is located at the United Nations Complex in Gigiri, Nairobi, Kenya.

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2. Registration

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.

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2.1 Registration of participants will take place on Monday 17 December 2012 from 08:00am to 09:00am.

3. Opening Session

3.1 The official opening of the event will take place on Monday 17 December 2012 at 9:00am.

4. Working Language

4.1 The meeting will be conducted in the English language only. Documentation will, to the extent practical also be provided in the English language.

5. Transport

5.1 *From the Airport*

Public buses and taxis are available from the airport. Inquiries may be made at the airport information desks/counters on arrival.

5.2 *To the meeting venue*

Transport will be provided to the meeting venue. A bus will depart at 7:15am 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 workshop/meeting each day.

6. Hotel Information

6.1 Participants are to make their own hotel reservations and indicate to the hotel the specific ICAO seminar/workshop/meeting which they are attending. A list of recommended hotels is attached at the end of this bulletin.

7. 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.**

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 Nairobi is located at a relatively high elevation of approximately 5000 feet (1524m) above mean sea level. The coolest months are July and August when minimum/maximum temperatures are 11°C / 22°C. Forecast minimum/ maximum temperatures for February are 12°C / 28°C.

10. Local Currency and Foreign Exchange Rates

- 10.1 The basic unit of currency is the Kenyan shilling (Ksh), 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.

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- 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. All participants must wear forms of identification (tags/badges) issued by UN Security at all times while within the UN Complex.
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**ORGANISATION DE L'AVIATION CIVILE INTERNATIONALE (OACI)
BUREAU AFRIQUE ORIENTALE ET AUSTRALE (ESAF)**

**UNE LISTE D'HÔTELS RECOMMANDÉS AUTOUR DE LA ZONE COMMERCIAL CENTRALE DE NAIROBI ET
PENSIONS DE FAMILLE PRÈS DE L'ONU, QUI OFFRENT DES TARIFS SPECIAUX**

Hotel	Taux US\$ et Kshs.	Adresse / Lieu	E-Mail	Téléphone	Télécopie	Distance de l'ONU
Crown Plaza Nairobi****	CS US\$ 225 CD US\$ 265 CS Supérieur: US\$ 245 CD Supérieur: US\$ 275 CS Deluxe: US\$ 265 CD Deluxe: US\$ 295 CS Club Room: US\$ 315 CD Club Room: US\$ 345 CS En Suite: US\$ 550 CD En Suite: US\$ 700	Upper Hill (Downtown)	sales@cpnairobi.com Personne à contacter: Cynthia Chebii cynthia.chebii@cpnairobi.com Website: www.ichotelsgroup.com	254 (0) 20-2746000	254 (0) 20-2746100	15 Km
Fairmont The Northfolk*****	CS: US\$ 160 CD: US\$ 209	Harry Thuku Road, Nairobi,	kenya.reservations@fairmont.com Personne à contacter: Charles Kikuvi, June Mweu. E-mail : June.mweu@fairmont.com ; Website: www.fairmont.com/norfolkhotel	254 (0) 20 2265000/ 2216940/ 225900	254 (0) 20 2216796/336742	12 Km
Fairview Hotel****	CS Exc: 14,800 Kshs CS Premeire: 16,700 Kshs CD Premiere: 18,400 Kshs CS De luxe: 22,000 Kshs CD De luxe: 23,000 Kshs	Bishop Road, Nairobi,	book@fairviewkenya.com Personne à contacter: Eric Ganira www.fairviewkenya.com	254 (0)20 2711321/2710090	254 (0)20 2721320/2711655	14 Km

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Hotel	Taux US\$ et Kshs.	Adresse / Lieu	E-Mail	Téléphone	Télécopie	Distance de l'ONU
Hillpark Hotel	CS: US\$ 146 CD: US\$ 220 CS Premiere: US\$ 196 CD Premiere: US\$ 293 CS De luxe: US\$ 303 CD De luxe: US\$ 484 CS Executive: US\$ 233 CD Executive: US\$ 348	Upper Hill	reservations@hillparkhotel.com Personne à contacter: Pauline Irungu Pauline@hillparkhotel.com Website: www.hillparkhotel.com	254 (0)20 2724312/3/5	254 (0)20 2716768 254 735 337 522/ 720 698 325	
Hilton Hotel*****	CS: US\$ 200 CS De luxe: US\$ 230 CD: US\$ 240 CD De luxe: US\$ 270	Mama Ngina street, Nairobi,	Reservations.nairobi@hilton.com Personne à contacter: Joan Ngure, Maureen Ogola Maureen.Ogola@hilton.com Joan.ngure@hilton.com Website: www.hilton.com	254(0)20 2790000	254(0)20 250099/2226477	12 Km
Holiday Inn	CS: US\$ 199 CD: US\$ 224	Cr. Parklands Road and Mpaka Lane	admin@holidayinn.co.ke khaveres@holidayinn.co.ke	254-20-3740920/1 3740906	254-20-3748823	6km
Ambassadeur Hotel	CS: US\$ 60 CD: US\$ 80	Moi Avenue	ambassadeurhotel@hotmail.com reserve@hotelambassadeurkenya.com	254-20-242933 226733	254-20-336860	12km
Hotel La Mada	CS: US\$ 200 CD: US\$ 250 En Suite: US\$ 350 * 15 % de réduction pour réservation de groupe	Thika road,	lamada@madahotels.com Personne à contacter: Martin Website: www.madahotels.com	254 (0)20 8561113/ 8561046/ 8561460/ 8561598/	254 (0)20 8561194	8 Km
Intercontinental Nairobi*****	CS: US\$ 205 CD: US\$ 245	Cr. City Hall Way, Uhuru Highway	reservations@icnairobi.com Personne à contacter: Simon Chege simon.chege@icnairobi.com	254 (0) 20 320 00 217	254 (0) 20 320 00 036	12 Km

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Hotel	Taux US\$ et Kshs.	Adresse / Lieu	E-Mail	Téléphone	Télécopie	Distance de l'ONU
			Website: www.ihg.com			
Jacaranda Hotel – Nairobi****	CS: US\$ 175 CD: US\$ 218	Chiromo Road, Westlands	Sales-jhgroup@africaonline.co.ke Personne à contacter: Liz Tapawa ltapawa@jacarandahotels.com Website: www.jacarandahotels.com	254(0) 20 4448713/4/5/6/7 Mob: 254 722 205486/ 722722633/	254 (0) 20 4452117	10 Km
Laico Regency Hotel*****	CS: US\$ 195 CD: US\$ 220 CS: US\$ 450 CD: US\$ 450 CS De luxe: US\$ 600 CD De luxe: US\$ 600	Loita Street, Uhuru Highway	Personne à contacter: Jassi Sian jsian@laicoregencyhotel.co.ke Website: www.laicohotels.com	254 (0) 20 2211199	254 (0) 20 2217120	12 Km
Lenana Mount Hotel ***	CS: Ksh 4,500 CD: Ksh 7,000 CS: US\$ 80 CD: US\$ 100	Ralph Bunche Road	lenanamounthotel@iconnect.co.ke Personne à contacter: David Materi / Stella Mugogo Website: www.lenanamounthotel.com	254 (0) 202214411/2; 2717 044/48	254 (0) 20 2719426	10 Km
Meridian Hotel	CS: Ksh 5,250 CD: US\$ 74 CD: Ksh 6,350 / US\$ 90	Murang'a Road, off Moi Avenue	info@meridianhotelkenya.com Personne à contacter: Lucy www.meridianhotelkenya.com	254 (0)20 313991/317481/2220006 Mob: 254 735 337 927		12 Km
Nairobi Safari Club***	CS: US\$ 170 CD: US\$ 190	University Way/Koinange Street	sales@nairobisafariclub.com Personne à contacter: Florence Marangu	254 (0) 20 2821000	254 (0) 20 215137/224625	12 Km

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Hotel	Taux US\$ et Kshs.	Adresse / Lieu	E-Mail	Téléphone	Télécopie	Distance de l'ONU
			www.Nairobisafariclub.com			
Ngong Hills Hotel	CS: Ksh 4,000/ 4,800/ 5,600 CD: Ksh 5,000/ 6,600/ 8,200	Ngong Road	info@ngonghillshotel.com Personne à contacter: Bernard Maina info.ngonghillshotel@jambo.co.ke Website: www.ngonghillshotel.com	254 (0)20 3860894/5; 3876745	254 (0)20 3871750	20 Km
Ole- Sereni Hotel*****	CS Supérieur: US\$ 200 CS De luxe: US\$ 240 CS Club: US\$ 280 CD Supérieur: US\$ 250 CD De luxe: US\$ 300 CD Club: US\$ 330	Off Mombasa Road	info@ole-serenihotel.com Personne à contacter: Cyrus Mungai Sales1@ole-serenihotel.com sales@ole-serenihotel.com Website: www.ole-serenihotel.com	254 (0) 20 3901000/5036000		25 Km
Panari Hotel*****	CS: US\$ 220 CS Supérieur: US\$ 260 CD: US\$ 260 CD: Supérieur: US\$ 300 CS De luxe: US\$ 300 CD De luxe: US\$ 340	Mombasa Road	info@panarihotels.com Personne à contacter: Michael Barasa michael.b@panarihotels.com Website: www.panarihotels.com	254 (0)20 394 6000/ 828990/ Mob: 254 722 474 836/ 733 474 836	254 (0)20 828985	18 Km
Red Court Hotel*****	CS: US\$ 150 CD: US\$ 180	Kenya Red Cross complex	Info@redcourt.co.ke Personne à contacter: Nancy Wachuka Website: www.redcourt.co.ke	254 (0)20 3520757/3593145 Mob: 254 734 973 512	254 (0)20 3503147	18 Km
Safari Park Hotel*****	SD: 190*US\$ CD: 210**US\$ CS En Suite: US\$ 240 CD En Suite: US\$ 280	Kasarani off Thika Road,	reservations@safariparkhotel.co.ke sales@safariparkhotel.co.ke Personne à contacter: Ruth Chege,	254 (0) 20 3633000/3633312/971	254 (0)20 3633919	10 Km

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Hotel	Taux US\$ et Kshs.	Adresse / Lieu	E-Mail	Téléphone	Télécopie	Distance de l'ONU
	Suite Présidentielle: US\$ 1,600		Scola Muthamia Website: www.safaripark-hotel.com			
Sankara*****	CS Supérieur: US\$ 223 CS De luxe: US\$ 261 Club: US\$ 363	Westlands	meet@nairobi.sankara.com Personne à contacter: Grace Waweru grace.waweru@sankara.com Website: www.sankara.com	254 (0) 20 4208000	254 (0) 20 420888	10 Km
Sarova Panafri*****	CS: US\$ 140 CD: US\$ 170	Kenyatta Avenue	panafri@sarovahotels.com Personne à contacter: Steve Wambua Steve.wambua@sarovahotels.com Website: www.sarovahotel.com	254 (0) 20 276 7000/7431 Mob: 254 732866166	254 (0) 20 271 5566	18 Km
Sarova – The Stanley*****	CS: US\$ 195 CD: US\$ 240	Kenyatta Avenue/Kimathi Street	thestanley@sarovahotels.com Personne à contacter: Nelson Mburu, Steve Wambua Nelson.mburu@sarovahotels.com Steve.wambua@sarovahotels.com Website: www.sarovahotels.com/stanley	254 (0) 20 276 7000/7431 Mob: + 254 732866166	254 (0) 20 271 5566	12 Km
Sentrim-Sixty Hotel ***	CS: US\$ 80 / Ksh 6,350 CD: US\$ 105 / Ksh 8,250	Muindi Mbingu Street/Kenyatta Avenue	info@680-hotel.co.ke Reservations680@sentrim-hotels.com Personne à contacter: Lucy Gatere Lucy.gatere@sentrim-hotels.com	254 (0) 20 315680/344000 Mob: 254 722 806 952	254 (0) 20 332908/2218314	12 Km

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Hotel	Taux US\$ et Kshs.	Adresse / Lieu	E-Mail	Téléphone	Télécopie	Distance de l'ONU
			Website: www.680-hotel.co.ke www.sentrim-hotels.com			
Sentrim - Hotel Boulevard****	CS: US\$ 80 / Ksh 6,350 CD: US\$105 / Ksh 8,250	Harry Thuku Road,	hotel@hotelboulevard.com jac@hotelboulevardkenya.com Personne à contacter: Elizabeth Mwangi Lucy.gatere@sentrim-hotels.com Website: www.sentrim-hotels.com	254 (0)20 227567/8/9	254 (0) 20 317825	12 Km
Serena Nairobi Hotel*****	CS: US\$ 290 CD: US\$ 320	Off Kenyatta Avenue Downtown	Nairobi@serena.co.ke Personne à contacter: Tuva Mwachungu lbenson@serena.co.ke Website: www.serenahotels.com	254 (0) 20 2822000/ 3138000 Mob: 254 733 282200/1/2, 733 282283	254 (0) 20 2725184	12 Km
Silver Springs Hotel***	CS: Ksh 11,400 CD: Ksh 21,000 CS Supérieur: Ksh 12,500 CD Supérieur: Ksh 15,500	Argwings Kodhek Road approximately 3 miles from the city centre	silversprings@iconnect.co.ke Personne à contacter: Lillian Wasike Website : www.silversprings-hotel.com	254 20 2722451/2-7	254 20 2720545	18 Km
Southern Sun Mayfair Nairobi	CS: US\$ 235 CD: US\$ 260	Parklands Road and Mpaka Lane	admin@southern.sun.co.ke conference@southern.sun.co.ke Personne à contacter: Joy K. Obessa, Sallie Khavere khaveres@southern.sun.co.ke Website: www.southern.sun.co.ke	254 (0) 20 3740920	254 (0) 203748823	6 Km

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Hotel	Taux US\$ et Kshs.	Adresse / Lieu	E-Mail	Téléphone	Télécopie	Distance de l'ONU
The Heron Hotel***	CS: US\$ 105 CD: US\$ 127 CS De luxe: Ksh 13,000 CS Supérieur: Ksh 9,995 CD De Luxe: Ksh 11,995 CD Supérieur: Ksh 15,000 *Internet use included	Kilimani Downtown	reservations@heronhotel.com Personne à contacter: David Mwaniki administration@heronhotel.com Website: www.heronhotel.com	254 (0) 20 2720740/1/2/3	254 (0) 20 2721698	13 Km
Tribe –The Village Market Hotel*****	CS Supérieur: US\$ 235 CS: De Luxe: US\$ 275 CS En Suite: US\$ 355 CD Supérieur: US\$ 275 CD De Luxe: US\$ 315 CD En Suite: US\$ 395	Market Hotel	reservations@tribehotel-kenya.com Personne à contacter: Sandeep Brar, Cecilia Adhola Website: www.tribe-hotel.com	254 (0) 20 7200000	254 (0) 20 7200110	1 Km
Utalii Hotel	Taux résidentiels CS: Ksh 7,500 CD: Ksh 9,000 Taux non résidentiels CS: US\$ 140 CD: US\$ 170	Thika Road, Nairbi	reservations@utalii.co.ke marketing@utalii.co.ke utaliihotel@utalii.co.ke Personne à contacter: Suleiman Mwanyere Website: www.utaliihotel.co.ke	254(0) 208 563540/8561201	254 (0) 208 560514	6 Km
Windsor Golf Hotel and Country Club*****	De luxe: US\$ 170 En Suite: US\$ 320 Petite maison: US\$ 450	Off Kiambu Rd	admin@windor.co.ke reservations@windor.co.ke info@windor.co.ke marketing@windor.co.ke Personne à contacter: Rosemary Nyakarura nnyakarura@windor.co.ke www.windsorgolfresort.com	254 (0) 20 8562300/8562500	254 (0) 20 8563322	8 Km

GUEST HOUSES NEAR UN COMPOUND, GIGIRI
LIST LAST UPDATED ON 22 AUGUST 2012

Nom de Pension de famille	Taux US\$	Distance de l'ONU	E-mail	Téléphone	Classement	Accès Internet (sans fil)
Alexandra's	CS US\$100 CD US\$130 (Le lit et petit déjeuner incluent toutes les taxes)	4km	teddy@gianopulos.home.co.ke	254-0735502581	Good	inclusive
Casa Bella Suites	CS US\$100 CD US\$120 (Le lit et petit déjeuner incluent toutes les taxes)	6km	enquiries@casabellagigiri.com www.casabellagigiri.com	254-0722994999	Very Good	inclusive
Daisy Homes Ltd.	CS US\$80 CD US\$120 (Le lit et petit déjeuner incluent toutes les taxes)	1km	info@daisyhomekenya.com www.daisyhomekenya.com	254-721703333	Good	inclusive
Gigiri Homestead	CS US\$95 CD US\$150 (Le lit et petit déjeuner incluent toutes les taxes)	1.5km	info@gigirihomestead.com www.gigirihomestead.com	254-722839232 254-02-35644189	Good	inclusive
Homely	CS US\$85 CD US\$105 (Le lit et petit déjeuner incluent toutes les taxes)	1km	Homely.Guesthouse@gmail.com www.homelyguesthouses.com	254-722-901335 254-722-315588	Good	inclusive
Shanema Homes	CS US\$80 CD US\$100 (Le lit et petit déjeuner incluent toutes les taxes)	1km	info@shanemahomes.com www.shanemahomes.com	254-02-2691911 254-0700-333404	Very Good	inclusive
Tara Suites	CS US\$140 CD US\$175	1km	info@tarasuites.com www.tarasuites.com	254-717-700417 254-733-600298	Excellent	inclusive

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Nom de Pension de famille	Taux US\$	Distance de l'ONU	E-mail	Téléphone	Classement	Accès Internet (sans fil)
	(Le lit et petit déjeuner incluent toutes les taxes)					
The 140	CS US\$100 CD US\$120 (Le lit et petit déjeuner incluent toutes les taxes)	3km	the140@cenhika.com www.cenhika.com/the140	254-722527964 254-733600298	Very Good	inclusive
The Bedelle	CS US\$100 CD US\$150 (Le lit et petit déjeuner incluent toutes les taxes)	5km	reservations@thebedelle.com www.thebedelle.com	254-700368611 254-733370312	Excellent	inclusive

CS = Chambre simple et le petit déjeuner

CD = Chambre CD et le petit déjeuner

Note:

- 1: Au cours de la réservation, veuillez indiquer que vous participez à une réunion de l'OACI afin de bénéficier des tarifs spéciaux pour l'ONU.
- 2: Les taux d'hôtels indiqués ci-dessus sont du 29 novembre 2012 et peuvent changer sans préavis.

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