



ICAO

**TWENTY-FIFTH MEETING OF THE AFRICA-INDIAN OCEAN PLANNING AND  
IMPLEMENTATION REGIONAL GROUP (APIRG/25)  
&  
EIGHTH MEETING OF THE REGIONAL AVIATION SAFETY GROUP  
(RASG-AFI/8)**

*SERENA HOTEL, KIGALI, RWANDA,*

*7 – 11 NOVEMBER 2022*

**INFORMATION BULLETIN**

**1. Venue of the Meetings:**

The Twenty-Fifth meeting of the Africa-Indian Ocean Planning and Implementation Regional Group (APIRG/25) and the Eighth meeting of the Regional Aviation Safety Group (RASG-AFI/8) will be held at the **Serena Hotel in Kigali, Rwanda, from 7 to 11 November 2022.**

**The Contact Persons of Rwanda CAA are:**

<b>Name:</b> Rukazambuga Ntwali Joel <b>Contacts:</b> +250 787450391 <b>Email:</b> <a href="mailto:JNtwali@caa.gov.rw">JNtwali@caa.gov.rw</a>
<b>Name:</b> Deborah Robwa <b>Contacts:</b> +250 788315065 <b>Email:</b> <a href="mailto:robwa@caa.gov.rw">robwa@caa.gov.rw</a>
<b>Name:</b> Ngabo Kizito Bongayi <b>Contacts:</b> +250 724123088 <b>Email:</b> <a href="mailto:nkizito@rac.co.rw">nkizito@rac.co.rw</a>
International Civil Aviation Organization, <b>Eastern &amp; Southern African (ESAF) Regional Office</b> Tel: +254 (0)20 7622395/7622396 Email: <a href="mailto:icaoesaf@icao.int">icaoesaf@icao.int</a>
Organisation de l'Aviation Civile Internationale <b>Bureau Afrique Occidentale et Centrale (WACAF)</b> Tel : (221) 33 869 24 24 E-mail : <a href="mailto:icaowacaf@dakar.icao.int">icaowacaf@dakar.icao.int</a>

## **2. Working Languages**

The Meetings will be conducted in the English and French Language with simultaneous interpretation.

## **3. Opening Session**

The official opening of the meetings will take place on **Monday, 7 November 2022 at 09:00 hours.**

## **4. Registration**

The pre-registration of participants is strongly encouraged, and participants are urged to pre-register online for the respective meetings at:

- **APIRG/25** <https://www.icao.int/ESAF/Pages/APIRG-25.aspx>
- **RASG-AFI/8** <https://www.icao.int/ESAF/Pages/RASG-AFI-8.aspx>

The onsite registration will take place at the site of the meeting on **Monday, 7 November 2022 from 07:30 to 08:30 hours.**

## **5. Transport**

### **5.1. Ground Transportation**

- 5.1.1. Transport pick up and drop off from Kigali International Airport to respective hotels shall be arranged between delegates and respective hotels which will have received prior booking. A welcome desk will be available at the Airport to provide the necessary assistance.
- 5.1.2. Transportation can be arranged via the hotels to and from the airport. A taxi from Kigali International Airport to Kigali City Centre (approximately 12 kms away), is about US\$ 25. The venue of the meeting is Serena Hotel Kigali located in the City Centre.
- 5.1.3. Transport pick up and drop off from Amahoro Stadium (Main Entrance), Ubumwe Hotel and Lemigo Hotel to venue shall be provided between 07:30 and 08.30 am and 17.00 hours from the venue to Amahoro Stadium, Ubumwe Hotel and Lemigo Hotel.

### **5.2. Within the country**

- 5.2.1. Travel within the country is largely by road. One can take a bus, or taxi cab ride by Move or Yego cab where rides can be obtained from apps on android devices and iphones. There are also transport by air using helicopters mainly for tourism purpose.
- 5.2.2. Taxi cabs are available and can be reached from your hotel. Motorcycle “taxis” or bodaboda are a common feature in Rwanda and often beat the traffic snarl-ups but may not be safe.

## **6. Hotel Information**

- 6.1. Participants are requested to make their own hotel reservations and indicate that they are attending an ICAO meeting in order to take advantage of the special accommodation rates/ Rwanda CAA negotiated rates. A list of recommended hotels/lodges is attached at the end of this bulletin. Participants are advised to confirm their hotel reservations early (send Reservation bookings and itinerary to Rwanda CAA) to avoid last-minute inconveniences.

## **7. Weather and Clothing**

- 7.1. Rains normally come between the months of September to May where March to May have heavy and persistent rains. Kigali temperatures range between 21<sup>0</sup>C and 25<sup>0</sup>C. During most months warm clothing is not necessary. Rwanda's geographic coordinates are 1.9403<sup>0</sup> S, 29.8739<sup>0</sup> E. The country is within the East African time zone - i.e. 2 hours ahead of GMT.

## **8. Visa**

- 8.1. Nationals of all countries receive visa on arrival at Kigali International Airport and all land borders.

## **9. Health**

- 9.1. To enter in Rwanda, a Yellow Fever vaccination certificate is not required to travelers (Residents/Non-Residents) coming from Yellow Fever non-endemic countries and without an active transmission outbreak of Yellow Fever.

### **9.2. COVID-19 information:**

#### ***Before Departure to Kigali***

- Covid-19 testing is no longer a requirement prior to boarding the flight to Rwanda. However, regular Covid-19 testing is encouraged.
- The Passenger Locator Form is no longer a requirement before departure.

#### ***Departure from Kigali:***

- A Covid test is no longer a requirement to depart Rwanda by air. However, Covid testing (at own cost) is available at health centres and other designated sites for all travelers whose destination may require COVID-19 testing.
- All Rwandan travelers aged 12 years and above must show proof of full vaccination before departing Rwanda.

- 9.3. Updates are available on Rwanda Biomedical center website <https://www.rbc.gov.rw/index.php?id=745>

## **10. Banks and Currency**

- 10.1. The country's legal tender, the Rwanda Francs, is based on the decimal system. Notes are in denominations of 500, 1,000, 2,000, 5,000, Coins most popularly used are in denominations of 100.
- 10.2. Rwanda enjoys commercial and merchant banking services. Most Banks handle travelers' cheques and convert international currencies. Banking hours are from Monday to Friday; 8:30 a.m. to 5:00p.m with a number of Banks open on Saturday from 9:00 a.m. to 1:00 p.m. Forex Bureaus are also available in Kigali and other towns. Visitors are advised to deal with licensed Bureaus as shown on the National Bank website: <https://www.bnr.rw/financial-stability/forex-bureaus/list-of-licensed-forex-bureau/>.
- 10.3. Exchange rates are subject to fluctuations. Currently, 1USD is approximately equivalent to Frw 1050.

## **11. Telephone**

- 11.1. Worldwide direct connections are available, using the international code or telephone operator if necessary. From abroad dial +250 followed by required number. Telephone and communication services are spread around the country with Internet access available. Two mobile phone companies: MTN-Rwanda and Airtel offer a wide range of services.
- 11.2. The internet country code top level domain is .rw

## **12. Electrical Supply**

The power supply in Rwanda is 220/240 volts. It is advisable to bring your own round of, two-prong adapter, and transformer for 100 volts AC.

## **13. Security**

While Rwanda has a good safety record, in case of any emergency, Police can be reached on 112.

## **14. Tourist Information**

- 14.1. Known as the land of a thousand hills, Rwanda's stunning scenery and warm, friendly people offer unique experiences in one of the most remarkable countries in the world. It is blessed with extraordinary biodiversity, with incredible wildlife living throughout its volcanoes, montane rainforest and sweeping plains.
- 14.2. Travelers can acquire fabulous and memorable experiences through different visits including but not limited to gorilla tracking at volcanoes national park, Akagera National Park home to the big 5 animals, visit King's palace, among others.

## **15. Emergency Contacts:**

- 15.1. Police (Toll free): **112**
- 15.2. Ambulance (Toll free): **912**
- 15.3. General assistance: **997**

## **16. Health services:**

For any advanced treatment, delegates are advised to seek treatment at one of the following hospitals:

- **King Faysal Hospital:** +250788307561
- **Rwanda Military Hospital:** +250788305703
- **Centre Hospitalier Universitaire de Kigali/CHUK:** +250788868240

## HOTEL INFORMATION IN KIGALI

No.	Hotel (Distance from airport).	Level (Star)	Negotiated Room rate	Contacts
1.	RADISSON BLU HOTEL (Distance: 6.1 km)	5	Standard Room-US\$210 Deluxe Room-US\$280 Junior Suite-US\$ 600	T: +250 252252 252/+250 724000028 E: <a href="mailto:reservations.kigali@radissonblu.com">reservations.kigali@radissonblu.com</a> W: <a href="http://www.radissonblu.com/en/hotel-kigali">www.radissonblu.com/en/hotel-kigali</a>
2.	KIGALI MARRIOTT HOTEL (Distance: 12 km)	5	Single Room-US\$ 220 Double Occupancy Room-US\$ 250 Club room; US\$260 Club room (Double Occupancy): US\$290	+250222111111 / +250780676252 Nino Nzamwita <a href="mailto:Nino.Nzamwita@marriott.com">Nino.Nzamwita@marriott.com</a>
3.	KIGALI SERENA HOTEL (Distance: 12 km)	5	Deluxe - US\$ 200 Prime Room - US\$250 Junior suite - US\$300 Executive room - US\$ 450	+250788184500/+250252597100 <a href="mailto:reservations.kigali@serenahotels.com">reservations.kigali@serenahotels.com</a>
4.	FOUR POINTS BY SHERATON (Distance: 12 km)	4	Standard Room-US\$150 Standard Room-US\$170 Suite-US\$220	+250788184500/+250252597100 <a href="mailto:reservations.kigali@serenahotels.com">reservations.kigali@serenahotels.com</a>
5.	PARK INN BY RADISSON (Distance: 10 km)	4	Standard Room- US\$150 Superior room-US\$180	+250788330492 +250788132500 <a href="mailto:nadege.uwase@parkinn.com">nadege.uwase@parkinn.com</a> <a href="mailto:reservation.kigali@parkinn.com">reservation.kigali@parkinn.com</a>
6.	UBUMWE GRANDE HOTEL (Distance: 11 km)	4	Standard Room-US\$150 Deluxe Room-US\$165 Junior Suite-US\$ 180	+250783744755 <a href="mailto:reservations@ubumwegrandehotel.com">reservations@ubumwegrandehotel.com</a>

No.	Hotel (Distance from airport).	Level (Star)	Negotiated Room rate	Contacts
7.	HOTEL DES MILLES COLLINES (Distance: 11 km)	4	Single Room-US\$135 Double Room-US\$160 Single Room with garden view-US\$185	+250 788 192 000 <a href="mailto:reservations@millecollines.rw">reservations@millecollines.rw</a>
8.	LEMIGO HOTEL (Distance: 5 km)	4	Standard room-US\$ 100 Deluxe Room-US\$ 120	+250784040924/ +250738785048 <a href="mailto:reservation@lemigohotel.com">reservation@lemigohotel.com</a>
9.	BEAUSEJOUR HOTEL (Distance: 3.7 km)	3	Standard room-US\$70 Double room-US\$80 Air-conditioned room-US\$100	+250788388885 <a href="mailto:info@beausejourhotel.rw">info@beausejourhotel.rw</a>
10.	HOTEL CHEZ LANDO (Distance: 3.3 km)	3	Standard room US\$70	+250788385300 <a href="mailto:info@chezlando.com">info@chezlando.com</a>
11.	GRAND LEGACY HOTEL (Distance: 2.7 km)	3	Standard room US\$140 Twin room US\$180	Tel (0788303483/0788437774/0785399275) <a href="mailto:marketing@grandlegacy.rw">marketing@grandlegacy.rw</a>
12.	UBURN PARK (Distance: 3.3 km)	3	Deluxe suite: US\$118 Deluxe suite: \$153.4 Ubarn suite: \$236	<a href="tel:0790008667">Tel:0790008667</a> <a href="mailto:Reservation@urbanparksuites.com">Reservation@urbanparksuites.com</a> , <a href="mailto:gm@urbanparksuites.com">gm@urbanparksuites.com</a>