



**AFI PLANNING AND IMPLEMENTATION REGIONAL GROUP
METEOROLOGY SUB-GROUP EIGHTH MEETING**

(Nairobi, Kenya, 25-27 June 2007)

INFORMATION BULLETIN

1. SITE OF THE MEETING

1.1 The meeting will be held at the ICAO Eastern and Southern African Office (ESAF) Nairobi. The ESAF Office is located within the United Nations Complex at Gigiri in Limuru Road about 20 kms from the city centre. The working hours of the Office are 0800-1630. The ICAO Regional Office contacts are:

Telephone: 254-2-762 23 95/96
Fax: 254-2-7621092 /7623028
e-mail: icao@icao.unon.org

1.2 Registration

Registration of participants will be on 25 June 2007 from 0830 to 0900 hours.

2. HOTELS

2.1 Participants are requested to make their own hotel reservations. A list of recommended hotels is attached. When reserving participants should state that they are attending an ICAO meeting.

3. VISA

3.1 All travellers arriving in Kenya should have a valid passport. Kenyan entry visas are not required for nationals of a number of countries. Participants are therefore advised to ascertain whether or not they are exempt from the Kenyan entry visa requirement. Those who are not exempt should apply for visas well in advance from Kenyan Embassies or High Commissions, which will issue them upon presentation of documentation showing that the applicants are designated representatives to a particular UN meeting held in Nairobi. In countries where there is no Kenyan Embassy or High Commission, the British Embassy or High Commission will generally represent Kenya, and be in a position to issue visas.

4. TRANSPORT

4.1 Jomo Kenyatta International Airport is situated 16 kilometres (a 20 minute drive) from the city centre. Taxis are readily available. The taxi fare from the airport to the city centre is approximately Kshs.1200/-. However it is advisable to establish the fare before getting into the vehicle. It is therefore wise to ensure that the taxi is from a reputable company.

Transport to/from the ESAF Office

4.2 Transportation to/from the ESAF Office will be provided to all delegates. **The bus will depart from the Six Eighty Hotel at 08:30 hours on the first day of the meeting.** The time shall be adjusted appropriately during the meeting. Delegates residing in other hotels will be expected to proceed to the Six Eighty Hotel before this time.

5. CLIMATE

5.1 The average annual temperatures during the month of June Max 25°C, Min 13°C. Rainfall occurs seasonally throughout most of Kenya. The "long rains" extends roughly from March to June.

6. SECURITY

6.1 Please visit the site <http://www.unon.org> and click on "Security Advice" for the latest security advice. Participants will have to retrieve their badge at the security post at the entrance of the UNON complex in order to be admitted into the campus. It is therefore important that the Regional Office be advised as soon as possible of the names of the participants in order for badges to be prepared for them.

7. HEALTH

7.1 A yellow fever vaccination certificate is mandatory for travellers over one year of age coming from infested areas. However, as there has been an outbreak of yellow fever in certain regions of Kenya it is advisable that all visitors are vaccinated 10 days prior to departure. Please visit the World Health Organization (WHO) site <http://www.who.int/ith/> for information on Kenya.

7.2 A clinic is available at the UN Gigiri Complex.

8. CURRENCY

8.1 The basic unit of currency is the Kenyan shilling, which is divided into 100 cents. There are nickel coins of 50 cents, 1 shilling, 5 shillings, 10 shillings, 20 shillings and 40 shillings. Notes are issued in denominations of 50, 100, 200, 500 and 1000 shillings.

8.2 There is no limit to the amount of foreign bank notes or traveller's cheques which visitors may bring into Kenya. However, the export of Kenyan currency by visitors is strictly forbidden. A maximum of 400 shillings may be taken out. If the amount is greater the whole lot will be confiscated by the authorities.

8.3 The commercial banks and private forex bureaus provide exchange facilities. Most banks are open between 9 a.m. and 4 p.m. from Monday to Friday and between 9 a.m. and 11 a.m. on the first and last Saturday of the month. There are also a number of forex bureaus in the city centre. For those who may need Kenyan currency immediately on arrival, the banks at Jomo Kenyatta International Airport are open daily from 7 a.m. to midnight.

8.4 Kenyan shilling exchange rates are determined by the inter bank trade which varies daily. The mean rate for 1 United States dollar was approximately Ksh.69.50 in April 2007.

8.5 Banking and postal facilities are available at the UN Gigiri Complex.

Revised List of Hotels/Rates, 2007

HOTEL	RATES TARIFF US \$	ADDRESS	TELEFAX NO.	TELEPHONE	Email
Intercontinental Hotel	125.00 (SBB) 150.00 (DBB)	Cr. City Hall Way, Uhuru Highway	254-20-32000030	254-20- 32000000	reservations@interconti.co.ke
Holiday Inn	139.00 (SBB) 168.00 (DBB)	Cr. Parklands Road and Mpaka Lane	254-20-3748823	254-20-3740920/1 3740906	Hi-sales@africaonline.co.ke
Six Eighty Hotel	Ksh.3645.00(SBB) Ksh.5130.00(DBB)	Cr. Muindi Mbingu Street/Kenyatta Avenue	254-20-332908	254-20-315680	info@680-hotel.co.ke
The Stanley Hotel	US\$145.00(SBB) US\$185.00(DBB)	Cr. Kenyatta Avenue/Kimathi Street	254-20-249757	254-20-316377	reservations@sarova.co.ke
			Reserv. 254-20-2715566	Reserv. 254-20-2713333	
Hilton Hotel	US\$115.00 (SBB) US\$145.00(Deluxe)	Mama Ngina Street	254-20-250099	254-20-250000	hilton@africaonline.co.ke
Nairobi Safari Club	US\$154.00 (SBB) US\$180.00 (DO)	University Way/Koinange Street	254-20-224625 or 215137	254-20-251333	Info@nairobi-safari-club.com
Meridian Court Hotel	US\$63.00 (SBB) US\$89.00(BB)	Murang'a Road, off Moi Avenue	254-20-333658	254-20-313991	Meridian@bidii.com
Jacaranda Hotel	US\$112.00 (SBB) US\$140.00 (DBB)	Chiromo Road, Westlands		254-20-4448715/6/7	cor@jacarandahotel.com
Grand Regency	141.00 (SBB) 167.00 (DBB)	Loita Street	254-20-217120	254-20- 228820 254-20 – 211199	info@grandregency.co.ke
Ambassador Hotel	45.00(SBB) 55.00(DBB)	Moi Avenue	254-20-336860	254-20-242933 226733	hotelambassador@nbi.ispkenya.com
Panafric Hotel	95.00(SBB) 155.00(DBB)	Valley Road	254-20-2715905	254-20-2720822	reservations@panafric.sarova.co.ke
Serena Hotel	350.00(SO) 450.00(DO)	Kenya Avenue	254- 20 2725184	254-2822000	www.serenahotels.com/kenya/nairobi
Windsor Hotel	140.00 (SBB) 160.00 (SBB)	Off Kiambu Rd	254 20 8560160/1	254 20 8562300	admin@windsor.co.ke

These rates are subject to change without notice.

DB = Double, Bed & Breakfast; SBB = Single, Bed and Breakfast, SO, DO= Bed only.

SUO = Suite, Bed only

Note: When making their reservations, Delegates should specify that they are attending an ICAO meeting in order to be accorded special rates for ICAO.
