



International Workshop on Open Data for Science and Sustainability in Developing Countries

INFORMATION FOR PARTICIPANTS

6 – 8 August 2014, United Nations Office at Nairobi, Kenya

The International Workshop on Open Data for Science and Sustainability in Developing Countries will take place in the Conference Room No.3 at the United Nations Office at Nairobi (UNON) in Gigiri, Nairobi from 6 to 8 August 2014. More information on the workshop are available at: <http://www.codata-pastd.org/index.html>

The workshop will be preceded by a training session from 4-5 August 2014 at the Jomo Kenyatta University of Agriculture and Technology, Kenya (JKUAT) located in Juja, Nairobi. <http://www.jkuat.ac.ke/>

1. ARRIVAL IN KENYA

Most participants from outside Kenya will arrive through the Jomo Kenyatta International Airport (JKIA) in Nairobi located 15 kilometers from Nairobi's central business district and 25 kilometers from United Nations Office at Nairobi, Gigiri.

Time zone

Kenya is GMT + 0300 hours.

Visas

It is the participants's own responsibility to obtain a visa for Kenya. A valid passport, not expiring for at least six months from date of arrival is required for entry into Kenya. A valid entry visa is also required for most countries and may be obtained in advance from the Kenyan Embassy/High Commission in your country of residence. For more information regarding visas please visit the Kenya Immigration website: <http://www.immigration.go.ke/>

Health

A yellow fever vaccination certificate is mandatory for travelers coming from countries where yellow fever may occur. Immunization against yellow fever is recommended for travelers from other countries. Malaria risk exists throughout the year in Kenya, though there is little risk in Nairobi and the highlands therefore it is advised that you take precautions while travelling out of these areas. Any medical costs incurred during their stay in Kenya shall be borne by the meeting participants; it is therefore strongly recommended that the participants arrange for their own health insurance. (See IV 3. Emergency Numbers which include numbers of nearby hospitals).



Security

For your own safety, kindly read and follow the below listed tips:

- Avoid crowded areas such as malls
- When walking, keep to the main roads and avoid shortcuts down back alleys and the like. However, where possible, take a taxi rather than walking
- Never walk at night in the city center even for a short distance – always take a taxi
- Be wary of people loitering outside hotels
- Ignore street children and people coming up to you in the streets with hard-luck tales. They may be pickpockets or part of an elaborate scam. The best thing to do is just to walk on and ignore them
- Do not carry large sums of money. Avoid carrying credit cards, wearing expensive jewelry, watches or the like when walking in the street
- Do not accept food and drinks from strangers; visitors have been known to be drugged and then robbed

Accommodation and Local Transport

Participants should make their own accommodation arrangements. You are advised to choose accommodation from the recommended list of hotels available at http://www.unep.org/unea/docs/hotel_houses_rates2014.pdf

Participants in the training course (4-5 August 2014) should contact Jane Mbijiwe (janembijiwe@rpe.jkuat.ac.ke) for information on hotels and guest houses close to the JKUAT campus.

JKUAT will provide transport from Safari Park Hotel and xxx Guest House to/from JKUAT during the training course (4-5 August 2014).

JKUAT will provide transport from Safari Park Hotel and xxx Guest House to/from the UNON during the workshop (6-8 August 2014).

Many hotels provide courtesy shuttle services to/from airport and in some cases from the hotel to the UN compound. Visitors should pre-advise their hotel of their transportation needs. In the absence of a courtesy bus, visitors may use reputable taxi companies. Recommended taxi companies are listed below.

- Hilltop +254 (20) 272 3218
- Jatco +254 (20) 444 8162/444 6096
- Jimcab +254 (20) 712 2565/712 0344
- Kenatco +254 (20) 230771/2 or 3166117

Kindly note the unpredictability of Nairobi traffic. While there is only 25 km from the airport to the UN compound, the trip can take between 45 and 120 minutes depending on the time of day. City rush hours are 07:00 – 09:00hrs and 16:00 –18:00hrs

Weather

August is generally cool and dry in Nairobi, with instances of drizzle. The average temperature is 22°C but can drop to 10°C, especially at night. The average monthly rainfall is 23.5mm. It would be advisable to carry a light jacket and an umbrella.

Electricity

The electric current in Kenya is 240V, 50Hz, and that Kenya uses the 13A 3 pin wall switch socket outlet. If your appliances' plug has a different shape, you may need an adapter.



Official Languages

The official languages of the Republic of Kenya are English and Swahili.

Money and Banking

The official currency of the Republic of Kenya is the Kenya Shilling (KES). The current exchange rates (July 2014) are: 1 US Dollar = KES 87.6; EUR = KES 119.4,

Foreign currency can be changed at JKIA, banks, foreign currency Exchange Bureaus or hotels. Banks in major centers are open from 09:00 to 15:00hrs Monday to Friday and from 09:00 to 12:00hrs on the first and last Saturday of each month.

The following currency exchange places are available near or at the UN compound in Nairobi.

- KCB bank can be found on the ground floor in the UN complex, next to the Delegates Lounge.
- Emerald Garden from the main gate of the United Nations, cross the road, turn right and walk about 200 m. You will find the building to your left.
- Warwick Center from the main gate of the United Nations, cross the road, turn left and walk about 100 m. The building will be to your right.

ATMS are available country wide with 24-hour access. Within the UNON complex there are two ATMs on the lower concourse; one next to the Kenya Commercial Bank and the other near the UNFCU (United Nations Federal Credit Union).

Major international cards are accepted. Credit card fraud occurs in Kenya as in most other parts of the world. The usual precautions should be taken.

Travellers' cheques are accepted at most banks, foreign currency exchange bureaus, hotels and stores in major malls.

Tipping is appreciated; however, most hotels and restaurants do include a service charge.

2. WORKSHOP VENUE – UNON COMPLEX

About the UN Gigiri Compound

The Gigiri compound accommodates almost 3,500 staff members (of the total more than 5,200 UN staff based in Kenya).

The 140-acre UN Gigiri compound is a peaceful place, offering the chance of observing local wildlife such as red duikers, squirrels, marsh mongoose, sykes monkeys and olive baboons. Easily spotted bird species include: crowned cranes, Egyptian geese, crested eagles, green pigeons and hoopoes.

A physical tour of the UNON compound may be arranged through the UNON Visitors Centre: un.tours@unon.org.

More information can be found at: <http://visitors.unon.org/>

Access to the complex

Access to the UN Gigiri Complex is via UN Avenue. Pedestrian access is through the Pavilion north of the main vehicle access.

All participants need to be registered prior to the meeting to be allowed access. Registered participants will be screened before entry into the UN Complex. The participants will be issued with conference badges upon presentation of a valid passport (or national identification card for Kenyan citizens) along with a copy of the invitation letter. Participants must wear the badge at all times during their visit to the complex.

The main vehicle access gate is located opposite the US Embassy. Only vehicles with an official UN Decal will be allowed into the complex and are subject to screening.

Note that you will not be allowed into the UN Complex if your details are not in the confirmed list of participants. It therefore important to ensure that your details are in the confirmed list of participants.

Wi-Fi

Free Wi-Fi facility will be available in the UN compound and meeting rooms. Select the Wireless Network connection named 'VISITORS' or 'DELEGATES'.

Restaurants

There are several caterers within the UN compound contracted to provide food and beverages for breakfast, lunch as well as snacks for staff and visiting delegates. In addition, there are several restaurants and bars within walking distance from the UN complex.

Details of these will be provided at the start of the workshop.

Postal/ Courier Service

The Post Office is available in the UNON complex

- Open Monday to Friday, 08:00 to 17:00hrs

DHL courier mail service, lower concourse, next to the Post Office

- Open Monday to Friday, 08:00 to 17:00hrs
- Tel: +254 (20) 7622580, 7622579

Medical Services

The UNON Medical Clinic emergency and first aid assistance, including on-call (24-hour) ambulance services are available. On-site medical assistance is available during all meetings, conferences and events. The UNON clinic also offers general medical assistance, vaccinations and a broad range of medical services.

Location: Block F, room 117

Tel: +254 (20) 762 2267 Emergency line: +254 (20) 762 5999

Open Monday – Thursday: 10:00 to 12:30hrs and 14:00 to 16:00hrs

Friday 08:30 to 13:30hrs and during meeting hours.

No service is available on weekends. For assistance over the weekends please dial the 24-hour UNON control room: +254 (20) 762 6666.

Any medical costs incurred during their stay in Kenya shall be borne by the meeting participants; it is therefore strongly recommended that the participants arrange for their own health insurance

Travel Agencies

For participants interested in arranging a sightseeing tour or safaris during their visit to Kenya, the following agents are available to provide assistance:

BCD TRAVEL (on the compound)
Tel: + 254 (20) 7622492
Email: ummi@bcdtravel.co.ke

EXPRESS TRAVEL (on the compound)
Tel: + 254 (20) 7624992
Email: pushpak.pradhan@expresstravelgroup.co.ke

Local contacts:

Please contact the following from the local organizing team if you require any assistance:

David Kirenga
UNESCO Regional Office
Email: d.kirenga@unesco.org
Tel: +254722247634

Jane Mbijiwe
Jomo Kenyatta University of Agriculture and Technology
Email: janembijiwe@rpe.jkuat.ac.ke
Tel:

Emergency numbers

- UNON Security +254 (20) 7626666
- Kenyan Police +254 999 or +254 (20) 2724201
- Diplomatic Police +254 (0) 726283030 or +254 (0) 735356506
- Nairobi Hospital +254 (20) 2845000
- Aga Khan Hospital +254 (20) 3662000
- St. John Ambulance Service +254 (20) 2210000/2241000