Environmental Law Week
Logistical Information Note for Meeting Participants

3–6 June 2024 Nairobi, Kenya

Second Global Meeting of National Focal Points (Second Global Meeting) for the Fifth Montevideo Programme for the Development and Periodic Review of Environmental Law (Montevideo Environmental Law Programme V)

and

Global Training Session on the Agreement under the United Nations Convention on the Law of the Sea on the Conservation and Sustainable Use of Marine Biological Diversity of Areas beyond National Jurisdiction (BBNJ)

Welcome

The United Nations Environment Programme (UNEP) looks forward to welcoming you to Nairobi, Kenya, to participate in the abovementioned meetings, from 3 to 6 June 2024. Participants are encouraged to read and follow the details below.

1. Electronic Travel Authorization

It is the participant's responsibility to obtain the relevant entry authorization for Kenya. The information provided herein acts only as guidance.

The Government of Kenya amended the visa regulations by introducing the Electronic Travel Authorization (eTA) and removed the visa requirements for all foreign nationals travelling to Kenya, with effect from January 2024. All participants must have an approved eTA before the start of their journey. The eTA applications are usually processed in 3 days; however, it is recommended that applications are submitted at least 2 weeks prior to travel to ensure adequate time for processing. More information is available at Kenya Electronic System for Travel Authorisation (eTA) (etakenya.go.ke).

Should you require any supporting document, kindly reach out to the secretariat at unep-montevideo@un.org. Please also share your application reference numbers to the secretariat for support in facilitating the eTA approval.

2. Health Information

For information on health-related requirements for entering Kenya, please consult WHO International Travel & Health and Kenyan Ministry of Health – Arriving information.

Medical costs incurred in Kenya will be directly borne by the participant. It is therefore strongly recommended that you arrange for your travel health insurance before departure from your country and arrival in Kenya.

***Health checkup**:* the following three hospitals are recommended for urgent treatment in Nairobi:

(a) Nairobi Hospital: +254 (0)703 082 000 / +254 (0)730 666 000

(b) Aga Khan Hospital: +254 (0) 111 011 888 / +254 (0) 730 011 888

(c) M.P. Shah Hospital: (+254) 0111 000 600

(d) UN Medical Clinic in the complex (operates within office hours and offers emergency medical support.)

3. Registration and Access

Participants are requested to confirm participation in the Second Global Meeting and/or the Global Training on the BBNJ Agreement by utilizing the provided registration links (https://forms.office.com/e/rfR26v9GRK and https://forms.office.com/e/g9s0t6xD8d) for NFPs and Stakeholders respectively. The deadline for registration for both meetings was **7 May 2024,** however stakeholders may still apply until 20 May 2024.

For access to the UNON complex, registered participants will be requested to present proof of identification at the UNON Visitor Pavilion on 3 June from 8 am, where they will be provided with their badges for the period of the meetings. All participants are required to wear the badges in the UN compound at all times.

4. Venue

The plenary sessions of the meeting will be held in the Conference Room 1, within the United Nations Complex at UN Avenue, Gigiri Nairobi Kenya (approximately 25 km from Jomo Kenyatta International Airport (Nairobi).

Arrangements have been made for regional consultations and side events. Details of these meetings will be posted on the UNEP - Law and Environment Assistance Platform.

Emergency numbers:

- UNON Security +254 (0)20 762 6666; +254 (0)72 062 9999; +254 (0)73 362 9999
- Kenyan Police +254 999 or +254 (0)20 3341411
- Diplomatic Police +254 (0)708 589 522 or +254 (0)731 170 666

5. Languages

The official languages in Kenya are English and Swahili.

The second global meeting of national focal points and BBNJ training will be conducted in all official languages of the United Nations: Arabic, Chinese, English, French, Russian and Spanish, through simultaneous interpretation.

The meetings' side events will be conducted in English only.

6. Meeting Documents

Please note that the global meetings are paperless, and printed copies of meeting documents will not be provided. Please consult the meetings' pages on UNEP-LEAP (see section below) for the meeting documents and additional information.

Should you have any written statements, presentation and conference or position papers, kindly send them in advance to unon-dcs-statements@un.org

7. Cocktail Reception

Cocktail receptions organized by UNEP will be held on Monday, 3 June from 6 p.m. to 8 p.m., for the second global meeting of national focal points and on Thursday, 6 June from 6 p.m. to 8 p.m. for the global BBNJ training, outside the Delegates Lounge. All participants attending the meeting are invited to the cocktail reception.

8. Lunch Options

Please note that lunches are not organized by the secretariat. Participants are invited to make their arrangements and choose between the various options available in the UNON complex (main cafeteria, delegates restaurant and Amaica Restaurant or around the UNON complex (various restaurants on UN Avenue).

9. Local Transport and Safety

Participants are expected to make their travel arrangements to and from the airport.

Most international visitors will arrive through Jomo Kenyatta International Airport (JKIA) in Nairobi. Kindly note the unpredictability of the traffic.

Reliable taxis are readily available within the city, including taxi hailing Apps such as Uber, Bolt or Little Cab at https://www.uber.com/global/en/cities/nairobi/ , https://bolt.eu/#ride and https://little.bz respectively. Other recommended taxi companies are:

i. Jimcab: +254 (0)714333777 or +254 (0)737333222 (https://www.jimcab.co.ke) and,
ii. Kenatco: +254 (0)709 642000 (https://www.kenatco.co.ke)

10. Accommodation

Please note that participants are expected to make their own hotel reservations and are advised to do so as early as possible. For your own safety, please choose a hotel/guest house from the list recommended by UNON. A list of recommended hotels and guest houses in Nairobi, indicative rates and information on some complementary services (including transfers from the airport to the hotels) is available on the UNON website: https://wedocs.unep.org/bitstream/handle/20.500.11822/44613/Hotels.pdf (please note the rates might have changed).

11. Daily Subsistence Allowance (DSA)

UNEP has made financial support available to national focal points from developing countries, in accordance with applicable UN rules and regulations.

Funded participants are invited to collect their DSA Prepaid Debit Cards at the secretariat information desk that will be located between Conference Rooms 1 and 2, from 9 a.m. to 1 p.m. on 3 Monday June 2024. Subsequent times for picking up the cards will be announced in the Meeting Room. Please bring along your boarding passes and any receipt claimable under the UN rules and regulations.

ATM facilities are available across the UNON complex to withdraw the DSA in US dollars (see below section ATMs). To exchange US dollars into Kenyan shillings, please note that two banks are located in the UN complex (see below section money and banking).

12. Money and Banking

Currency and foreign exchange:

The official currency of the Republic of Kenya is the Kenya Shilling (KES). The current exchange rates are approximately: 1 US Dollar = KES 135 1 EUR = KES 145. Foreign currency can be changed at JKIA, which has 24-hour service, banks and foreign currency exchange bureaus. Banks with ATM services in major centers across the city are open from 09:00 to 16:00, Monday to Friday, and from 09:00 to 12:00 on Saturdays. Some ATMs can dispense foreign currency in US Dollars.

The following places are available near the UNON compound in Nairobi for currency exchange. Most ATMs take different debit and credit cards – Mastercard, Visa etc.:

➢ Kenya Commercial Bank (KCB) is located on the ground floor in the UNON complex, next to the Delegates Lounge. Another KCB ATM is located at Gigiri Square.

➢ Standard Chartered Bank is also available in the complex, located opposite KCB Bank.

➢ Emerald Gardens' Bureau de Change: walk from the main gate of the United Nations, cross the road, turn right and walk about 200m. You will find a Chinese Pagoda building to your left, where the Forex Bureau de Change is located on the first-floor houses and other banking facilities. There is also the National Bank of Kenya in this complex.

➢ 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, in a complex of shops, banks, restaurants and offices. There are two ATMs and a Stanbic Bank located here.

➢ Gigiri Square is next to Warwick Center, but before the Mediterraneo Restaurant, on the same side of the road, housing Kenya Commercial Bank, Equity Bank, and I&M Bank.

➢ Village Market is a shopping complex and a 3-minute taxi drive from the main gate of the United Nations. There are several banks and forex bureaux at Village Market. It is also a popular eatery with an assemblage of food outlets in two popular food courts. Recently, an extension of the complex has incorporated new shops, hotel accommodation, pool games and bowling.

ATMs

ATMs are available country-wide with 24-hour access. Within the UNON complex, there are four ATMs on the lower concourse; two are next to the Kenya Commercial Bank, one is near the UNFCU (United Nations Federal Credit Union), and the last one is next to Standard Chartered Bank. There are also two ATMs (KCB and UNFCU) at the UN Commissary on the northern end of the UNON Complex.

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

13. Weather and Time Zone

Kenya enjoys a pleasant tropical climate. However, June is normally a rainy and cooler month. Please note that accessing the UN conference rooms requires walking across the UNON grounds and the participants are advised to bring adequate shoes and rain protection in case of heavy rain.

Nairobi's time zone is GMT +3 hours.

14. Electricity Supply

Participants are advised to bring their universal power adaptors. The voltage is 220 – 240.

15. Wi Fi

Free Wi-Fi facility will be available in the UNON complex and all meeting rooms. Select the wireless network connection named 'VISITORS' or 'DELEGATES' to enjoy internet access for information and documentation prepared for the meeting. However, you are requested to limit the number of personal gadgets you connect to the internet all at the same time. If every participant limits the number of gadgets connected, the internet will be very efficient and enjoyed by all.

16. Postal/Courier Services

The Post Office is available in the UNON complex, located at the lower concourse next to KCB Bank. Open Monday to Friday, 09:00-17:00 Tel: +254 (0)20 7622453

DHL courier mail service, Village Market Complex, near Tribe Hotel

- Open Monday to Friday, 08:00-17:00; Saturday: 08:00-13:00.
- Tel: +254 (0)711 017 133