



GENERAL INFORMATION NOTE FOR PARTICIPANTS TRAINING AT AFRALTI Nairobi, Kenya - 2014

1. **VENUE & DATES**

Training will be conducted at AFRALTI – Nairobi, Kenya.

2. **REGISTRATION**

Participants are urged to confirm participation using the attached registration form and forward the same to contacts below, two weeks prior to training date.

3. **ACCOMMODATION IN NAIROBI**

A list of recommended hotels in/around the Nairobi city centre and workshop venue is provided below. Participants who would like assistance in booking accommodation are requested to advise choice to AFRALTI contact/s one week prior to arrival in Nairobi.

4. **TRANSPORT IN NAIROBI**

Airport Transfers – Participants are expected to make their transport arrangements to/from the workshop/training venue. A map to AFRALTI appended below.

Upon request, AFRALTI will assist with arranging transport with preferred service provider.

Recommended Transport Companies with Offices at Jomo Kenyatta Airport (not exhaustive):

- **JATCO CABS -** Tel: +254 722 648 383, +254 722 725 131, +254 20 444 6096
Email: jatco@jatcotaxis.com; bookings@jatcotaxis.com
Web: www.jatcotaxis.com
- **PRINCESS CABS -** Tel: +254 722 724 637, +254 733 758 997, +254 728 290 362
Airport: +254 726 581 555, +254 734 277 088
Email: info@princesstravelskenya.com
Web: www.princesstravelskenya.com
- **JIM CAB -** Tel: +254 722 711 011, +254 733 735 999, +254 720 275 720
Email: jkiaoffice@jimcab.co.ke
Web: www.jimcab.co.ke

5. **VISA REQUIREMENTS**

Please refer to the nearest Consulate or Embassy of Kenya for the latest visa requirements or travel to Kenya.

Where necessary **and upon request**, AFRALTI will issue a letter of invitation to the participant to support visa application.

6. **HEALTH REQUIREMENT**

The following is recommended:

- Immunization against yellow fever
- Medication for prevention of malaria

7. **CURRENCY**

There is no limit to the amount of foreign bank notes or traveller's cheques which visitors may bring with them to Kenya. Commercial banks, forex bureaus and most hotels provide currency exchange facilities.

Major international credit cards are accepted in most hotels.

8. **CLIMATE**

Although Kenya is astride the equator, the Nairobi areas and many other parts of the country experience a very pleasant and temperate climate throughout the year. Nairobi is situated at about 1,600 meters above sea level.

Generally, from January to March, and from August to October, it is hot and dry. From April - June and November - December, it is hot and wet.

10. **WORKSHOP/MEETING CO-ORDINATOR:**

AFRALTI

Jane Mahui

Training Co-ordinator

Tel: +254 20 265 5011, +254 710 207 061

Cell: + 254 722 876 972

Email: jane.mahui@afralti.org; jane.mahui@ties.itu.int; training@afralti.org



NAIROBI, KENYA

2014 LIST OF RECOMMENDED HOTELS & RATES C/O AFRALTI

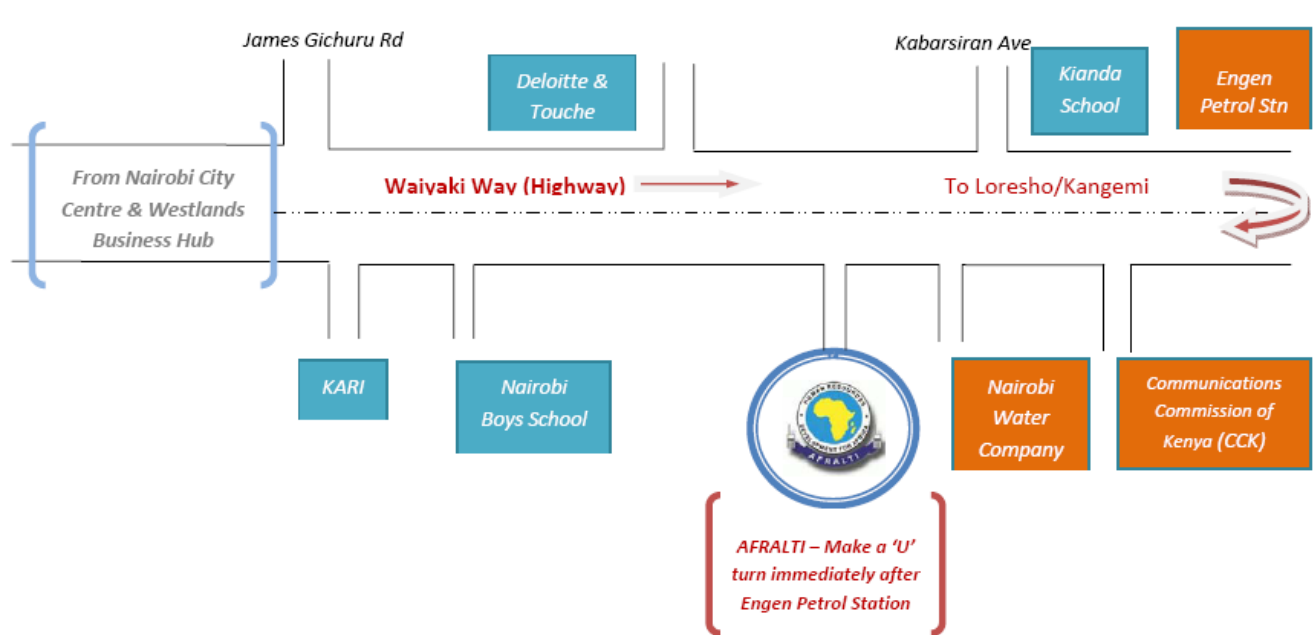
No.	Accommodation	Service Rating	ROOM RATE -	Web Address/Contacts	Location - Please see Key below
			BED & US\$		
1	AFRALTI Guest House		35.00	www.afralti.org	A
2	Pride Inn Hotel (Rapha)	***	60.00	+254 724 957 944, +254 734 076 773	B
3	The Clarion Hotel	***	75.00	www.sentrim-hotels.com	D
4	Southern Sun Mayfair Hotel	*****	238.00	www.southernsun.co.ke	B

Notes

List consists of hotels that offer corporate rates to AFRALTI and those that AFRALTI regularly deals with. Clients are however not limited to hotels listed and may request accommodation in other hotels in City Centre/CBD,

Ref	Location	Approximate Distance from AFRALTI	
		Km	Driving
A	Within AFRALTI Premises	Nil	Nil
B	Upmarket Westlands/Business hub	8 Km	5 mins
C	Upperhill/Milimani	14 Km	20 mins
D	City Centre/ Central Business District	12 Km	20 mins

MAP TO AFRALTI



African Advanced Level Telecommunications Institute (AFRALTI)

P O Box 58902 00200 – Nairobi, Kenya

+254 710 207061, +254 733 444421, +254 20 2655011

Email: info@afralti.org; training@afralti.org