



# Convention on Biological Diversity

Distr.  
GENERAL






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ENGLISH ONLY

REGIONAL WORKSHOP FOR EAST AFRICA ON  
UPDATING NATIONAL BIODIVERSITY  
STRATEGY AND ACTION PLANS  
Kigali, Rwanda, 27 – 30 June 2011

## Information Note for Participants

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## 1. Opening and registration

The Regional Workshop for East Africa on Updating NBSAPs will be held in Kigali, Rwanda from Monday, 27 June to Thursday, 30 June 2011.

The workshop will start at 8:30 a.m. on Monday, 27 June 2011, and registration will take place at the venue of the workshop at 8:00 a.m. the same day.

## 2. Venue

The workshop will be held at:

Lemigo Hotel  
Kimihurura-Rugando, behind the supreme court building  
Near boulevard de l'Umuganda  
B.P. 2770  
Kigali, Rwanda  
Telephone: +250 (0)78 404 09 24 (reservations); +250 28 30 00 03/5  
E-mail: info@lemigohotel.com  
Web site: <http://www.lemigohotel.com>

## 3. Working language of the workshop

The workshop will be held in English.

## 4. Documents

Participants are kindly reminded to bring their own copies of the pre-session documents for the workshop as there will be no extra copies made available on site during the workshop. Pre-session documents are available on the Secretariat's web site at:



<http://www.cbd.int/doc/?meeting=CBWNBSAP-EAFR-02>

## 5. General information on access to Kigali, Rwanda



Kigali is serviced by the Kigali International Airport (about 12 km from the city centre) and the journey takes about 15-20 minutes. The hotel is located approximately 5 kilometres from the airport. A shuttle service will be provided to and from the airport from the Lemigo Hotel. Taxis are available at the airport, the approximate cost is 5,000 RWF about US \$8.00.

## 6. Visa information



Participants require an entry visa for Rwanda and are strongly advised to contact the nearest Rwandan diplomatic or consular mission **as soon as possible** in order to secure the required entry visa in a timely manner, prior to departure.

Information on visa procedures including the application form is available on the web site of the Rwanda Directorate General of Immigration and Emigration at the following link: <http://www.migration.gov.rw/services.php#visa> .

**COUNTRIES AND TERRITORIES WHOSE CITIZENS DO NOT REQUIRE VISAS IN ORDER TO ENTER RWANDA AS VISITORS (AS LISTED ON THE WEB SITE OF THE RWANDA DIRECTORATE GENERAL OF IMMIGRATION AND EMIGRATION)**

Burundi	Mauritius	Tanzania, United Republic of
Canada	Singapore	Uganda
Congo, Democratic Republic of	South Africa	United Kingdom of Great Britain and Northern Ireland
Germany	Sweden	United States of America
Kenya		

General information on visa requirements for Rwanda is listed below.

The applicant should have:

- A valid Passport;
- Application letter specifying type of visa required;
- A recently taken passport size photo (4 cm x 4cm);
- A complete filled application form (available at the link listed above).

A list of relevant Rwandan diplomatic/consular missions abroad, is available at the web site of the Ministry of Foreign Affairs and Cooperation at: [http://www.minaffet.gov.rw/index.php?option=com\\_content&task=view&id=54&Itemid=99](http://www.minaffet.gov.rw/index.php?option=com_content&task=view&id=54&Itemid=99)

To facilitate the issuance of visas, the Secretariat will issue upon request invitation letters to be attached to the visa applications.

**7. Health information**

A yellow fever vaccination certificate is required from travellers over one year of age.

A risk of Malaria exists throughout the year in the whole country.

For more information, please consult a medical professional with regard to the vaccination requirements for your travel.

**8. Hotel information**



A block booking has been made on behalf of all participants at the Lemigo Hotel which is the workshop venue. Kindly confirm by 20 June in order to secure a room. The hotel information is listed below.

Sponsored participants

A block booking has been made on behalf of the sponsored participants according to your travel arrangements. The hotel accommodation includes a single room with breakfast. Any extras,

such as telephone, room upgrade, bar, laundry, etc. are at participants own costs and must be settled upon checking out.

### Non-sponsored participants

Non-sponsored participants may wish to avail themselves of the block booking by contacting the hotel directly providing your flight and reservation details. The hotel rate is US \$120 for a single room with breakfast including VAT. Please advise the hotel that you are a participant at this workshop when making your reservation.

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Kimihurura-Rugando, behind the supreme court building  
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Kigali, Rwanda  
Telephone: +250 (0)78 404 09 24 (reservations); +250 28 30 00 03/5  
E-mail: [info@lemigohotel.com](mailto:info@lemigohotel.com)  
Web site: <http://www.lemigohotel.com>

More information on hotels in Kigali and other tourist information can be found on the web site of the Rwanda Development Board at the following link:

<http://www.rwandatourism.com/test/index.php>



### **9. Payment of the Daily Subsistence Allowances (DSA)**

The relevant residual DSA will be paid to the sponsored participants on the first day of the workshop.

### **10. Official languages in Rwanda**

The official languages in Rwanda are Kinyarwanda, French and English.

### **11. Weather and time zone information**



In June, temperatures in Kigali averages about +27°C in the daytime and a minimum of +15°C at night. The dry season is from June to October. Current weather conditions can be found at: <http://www.worldweather.org/127/c00254.htm>.

The standard time zone is GMT/UTC + 2 hour.

## 12. Electricity

The electrical currents are 230 Volts, 50 Hertz. The power plug used in Rwanda is shown in the picture below.



## 13. Currency



The currency in Rwanda is the Rwandan Franc (RWF). The current exchange rate as at 24 May 2011 is US \$1.00 = 592.00 RWF and € 1 = 834.00 RWF.

## 14. Disclaimer

The CBD Secretariat disclaims all responsibility for medical, accident and travel insurance, for compensation for death or disability compensation, for loss of or damage to personal property and for any other loss that may be incurred during travel time or the period of participation. In this context, it is strongly recommended to secure international medical insurance for the period of participation prior to departure.

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