

## **LOGISTICAL INFORMATION NOTE FOR MEETING PARTICIPANTS**

### **SECOND SUBSTANTIVE SESSION OF THE AD HOC OPEN-ENDED WORKING GROUP ESTABLISHED PURSUANT TO GENERAL ASSEMBLY RESOLUTION 72/277 OF 10 MAY 2018 ENTITLED “TOWARDS A GLOBAL PACT FOR THE ENVIRONMENT”**

**18 -20 March 2019**

#### **INFORMATION NOTE**

The United Nations Environment Programme (UN Environment) looks forward to welcoming you to Nairobi, Kenya to participate in the abovementioned meeting from 18 to 20 March 2019.

#### **BACKGROUND**

By General Assembly resolution 72/277, the Assembly requested the Secretary-General to submit to the General Assembly at its seventy-third session in 2018, a technical and evidence-based report that identifies and assesses possible gaps in international environmental law and environment-related instruments with a view to strengthening their implementation (Gap Report). The Gap Report is available on UN Environment’s website: <https://www.unenvironment.org/events/conference/towards-global-pact-environment>.

The General Assembly also decided to establish an ad hoc open-ended working group under its auspices to consider the Secretary-General’s report and to discuss possible options to address possible gaps in international environmental law and environment-related instruments, as appropriate, and, if deemed necessary, the scope, parameters and feasibility of an international instrument, with a view to making recommendations, which may include the convening of an intergovernmental conference to adopt an international instrument.

The organizational session of the working group was held at UN Headquarters in New York from 5 -7 September 2018. The first substantive session was held in Nairobi from 14 -18 January 2019. During the first substantive session in Nairobi, the working group decided to hold the second substantive session in Nairobi from 18-20 March 2019. Information on the first substantive session as well as the provisional for the second substantive session is available at <https://www.unenvironment.org/events/conference/towards-global-pact-environment>.

#### **VENUE**

The meeting will be held on the grounds of the United Nations Office at Nairobi (UNON), where the UN Environment Headquarters is located: United Nations Avenue, Gigiri, Nairobi, Kenya.

## HEALTH REQUIREMENTS AND MEDICAL SERVICES

A yellow fever vaccination certificate is required if you are arriving in Kenya from a country with risk of yellow fever transmission. Please seek further advice from your travel agent or doctor in your home country, who should have information on vaccination requirements for visitors into Kenya. For advice on other vaccinations recommended for visitors to Kenya, please contact UNON Joint Medical Service <http://medical.unon.org/>. Useful information can also be obtained from the WHO website <http://www.who.int/ith/en/>

Malaria is common throughout the year in many parts of Kenya. Nairobi, the capital city, is generally malaria free but this does not exclude the need to stay safe from infection by mosquitoes. It is recommended to consult your doctor about malaria prophylaxis if travelling into Kenya and beyond Nairobi. Adequate safeguards against mosquito bites are advised (insect repellent, bed nets, clothing with long trousers and covering the arms).

Food and waterborne diseases including diarrhea are common – depending on the hygiene standards of the places you visit. Drinking water directly from the taps is not advisable. Drink only bottled water with unbroken seals. Avoid uncooked foods other than fruits and vegetables that you have peeled off yourself. Wash hands frequently with soap and water or sanitizers at designated spots in eateries and restaurants.

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

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
- Contacts Reception lines: +254 (0)20 762 2267, +254 20 762 2268
- Emergency lines: +254 (0)20 7625999, +254 724 255 378
- Email: [unon-jms-medical@un.org](mailto:unon-jms-medical@un.org), [unon-jms-medicalvacuation@un.org](mailto:unon-jms-medicalvacuation@un.org)
- Open Monday – Thursday: 10:00 to 12:30hrs and 14:00 to 16:00hrs
- Friday 10:30 00 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 (0) 20 762 6666

## EMERGENCY NUMBERS

- UNON Security +254 (0) 20 762 6666
- Kenyan Police +254 999 or +254 (0) 20 272 4201
- Diplomatic Police +254 (0) 726 283 030 or +254 (0) 735 356 506
- Nairobi Hospital +254 (0) 20 284 5000
- Aga Khan Hospital +254 (0) 20 366 2000

- St. John Ambulance Service +254 (0) 20 221 0000/224 1000

## **VISA ARRANGEMENTS**

It is the delegate's own responsibility to obtain a visa for Kenya. The information provided herein acts only as guidance. 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/Consulate in your country of residence. In the absence of either, the British Embassy will generally represent Kenya in the issuance of visas. Please visit:

<http://www.immigration.go.ke/Information.html> for more information on the immigration, including the different categories of visas/types and fees thereof. The fee is USD 50 for a one-time (single) entry.

Please note that issuance of visas on arrival depends on the classification of your country of origin and the nationality of the passport you are holding. Delegates who require visas are encouraged to apply online on this link: <http://evisa.go.ke>

A list of countries that are exempted from visas can be found at <http://www.immigration.go.ke/>

## **LOCAL TRANSPORT AND SAFETY**

Participants are expected to make their own 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. While it is about 28 km from the airport to the UN compound, the trip can take between 45 and 120 minutes, depending on the time and day.

Reliable taxis are readily available within the city, including taxi hailing Apps such as Uber, Taxify or Little Cab at Uber.com, <https://taxify.eu/cities/nairobi/> and Little.bz respectively. Other recommended taxi companies are: (i) Jimcab: +254 20 712 2565/712 0344 and (ii) Kenatco: +254 20 230771/2 or 3166117.

Participants are personally responsible for their movements outside the UNON grounds. For your own safety while outside the UNON grounds, take note of the tips bellow:

- Avoid crowded areas such as malls
- Expect to be frisked at every building; security checks are very important in Nairobi
- Avoid shortcuts in back alleys, keep to the main roads
- Always carry some form of identification and the address and phone number of your hotel
- Avoid wearing expensive jewelry and watches
- Do not carry large sums of money. Avoid carrying credit cards
- While travelling in a taxi keep your windows rolled up
- 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.

## **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://dcs.unon.org/sites/default/files/Hotel%20Rates%20-%202015.pdf>

<https://intranet.unon.org/sites/default/files/Guest%20houses%20-%202018.pdf>

## **ATTENDANCE OF REPRESENTATIVES OF GOVERNMENTS, INTER-GOVERNMENTAL ORGANIZATIONS, UN FUNDS AND PROGRAMMES AND SPECIALIZED AGENCIES**

Permanent Representatives, Permanent Observers, Heads of Mission and Government Ministries, should inform UN Environment as soon as possible and no later than 1 March 2019 of the names of their representatives and alternate representatives who will attend the substantive session of the working group. Please provide this information through both the following email addresses: [Catalina.Pizarro@un.org](mailto:Catalina.Pizarro@un.org) and [Katherine.Kinuthia@un.org](mailto:Katherine.Kinuthia@un.org).

All representatives attending the meeting are also requested to register online, using the following web portal: <https://reg.unog.ch/event/28713/>. Please register online as soon as possible.

Attendance at the sessions of the ad hoc open-ended working group is open to United Nations Offices, Funds and Programmes, Specialized Agencies, other intergovernmental organizations and the secretariats of the Multilateral Environment Agreements and we invite them to send a list of their representatives to the email addresses above. All these representatives attending the meeting are also requested to register online, using the same web portal <https://reg.unog.ch/event/28713/>.

## **DAILY SUBSISTENCE ALLOWANCE (DSA)**

The General Assembly, by resolution 72/277, has requested the Secretary-General to establish a special voluntary trust fund for the purpose of assisting developing countries, in particular, the least developed countries, landlocked developing countries and small island developing States, in attending the sessions of the ad hoc open-ended working group, including daily subsistence allowance, in addition to defraying the costs of economy-class travel for one delegate per State for each session.

The invitation letter for the substantive session that attaches the funding request form for eligible countries is available at: <https://www.unenvironment.org/events/conference/towards-global-pact-environment>

Should Governments decide to request such financial support to participate in the second substantive session of the working group, please send an official nomination letter as soon as possible, and no later than 28 February 2019, by e-mail to [Angela.Kariuki@un.org](mailto:Angela.Kariuki@un.org) and [Sarah.Muchiri@un.org](mailto:Sarah.Muchiri@un.org). Nomination letters from the appropriate Ministry must be accompanied by a completed funding form (attached) and a copy of the biodata page of the passport of the nominated government representative. Please be informed that funding is only available to one delegate per eligible country. The United Nations Environment Programme will not be able to act upon requests where there is a nomination of more than one delegate.

## **NON-GOVERNMENTAL ORGANIZATIONS**

The General Assembly decided by resolution 72/277 that attendance as observers at the sessions of the ad hoc open-ended working group will be open to relevant non-governmental organizations (NGOs) in consultative status with the Economic and Social Council in accordance with the provisions of Council resolution 1996/31 of 25 July 1996, as well as to those that were accredited to relevant conferences and summits.

In referring to relevant conferences and summits, the General Assembly made reference to the nongovernmental organizations that were accredited to the following relevant conferences and summits: The United Nations Conference on Environment and Development, the World Summit on Sustainable Development, the United Nations Conference on Sustainable Development and the United Nations summit for the adoption of the post-2015 development agenda.

Registration for the substantive sessions of the Working Group is required for eligible representatives of NGOs as identified in resolution 72/277. There is currently no funding available for NGO participation at the substantive sessions.

Procedure for registration is as follows:

We would like to inform delegates that the registration portal for the ad hoc open-ended working group is now open at the web portal: <https://reg.unog.ch/event/28713/>.

Please register for the event online as soon as possible and latest by 1 March 2019.

Representatives of non-governmental organizations, will at the discretion of the Co-Chairs be allowed to make statements during the course of the meeting, as was the case for the first substantive session.

For those who will be attending UNEA-4 in Nairobi, please do note that there is an informal briefing planned on the global pact working group process among and for NGOs in the Green tent on Friday, 15 March at 1.30-2.30pm.

Should you have any questions please contact the following email account: [unenvironment-civilsociety@un.org](mailto:unenvironment-civilsociety@un.org)

### **THE GLOBAL PACT PORTAL**

The 'Global Pact Website' has been developed to support the process initiated by UN General Assembly resolution 72/277 to identify gaps in international environmental law and discuss possible options to address these gaps.

The Global Pact Website centers around an interactive presentation of the recent report by the Secretary General entitled 'Gaps in international environmental law and environment-related instruments: towards a global pact for the environment'. This presentation is accompanied by a dedicated set of relevant materials, allowing users of the portal to further clarify and explore the issues relating to each section of the report. These have been selected from a wide range of sources including UN Environment e-learning materials, external materials, links and videos.

The website also features a glossary of key terms in international environmental law. This provides access to the relevant treaty provisions of MEAs, soft law instruments, relevant legislation and case-law as well as e-learning documents and courses. The glossary is linked to the interactive presentation of the Secretary General's report.

Users can also access free online courses in different languages including the newly re-launched Introductory course on International Environmental Law.

The Global Pact Website was developed with the generous financial support of the European Union.

The Global Pact portal can be accessed at: <https://globalpact.informea.org/report>

## **LANGUAGE**

Official languages in Kenya are English and Swahili. The second substantive session of the Global Pact process will be conducted in all official languages of the United Nations.

## **MONEY AND BANKING**

Currency and exchange rates

The official currency of the Republic of Kenya is the Kenya Shilling (KES). The current exchange rates are approximately:

1 US Dollar = KES 96.98   1 EUR = KES 115.69

Foreign currency can be changed at JKIA, which has 24-hr service, banks and foreign currency exchange bureaus. Banks with ATM services in major centers across the city are open from 09:00 to 16:00hrs Monday to Friday and from 09:00 to 12:00hrs 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 the 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 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 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 UN Gigiri 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.

### **WEATHER AND TIME ZONE**

Kenya enjoys a pleasant tropical climate. However, March is normally warm and dry but may experience isolated showers. Nairobi's time zone is GMT +3 hours.

### **ELECTRICITY SUPPLY**

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

### **WIFI**

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.

### **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 to 17:00hrs Tel: +254 (0)20 7622453

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

- Open Monday to Friday, 08:00 to 17:00hrs
- Saturday; 08:00 TO 1:00 P.M
- Tel: +254 0711017133



## FUNDING SUPPORT REQUEST FORM

Limited funds are available to provide financial support, upon request, to delegates from eligible countries. Requests for such support should be communicated to the secretariat.

Last name:	
First Name:	
Designation:	
Ministry:	
Passport No:	
Nationality:	
Email:	
Mobile Number:	
Planned dates of arrival & departure:	
Departing from (city/country):	
Returning to (city/country):	

**Note:** Please attach your passport copy and the letter of nomination from the appropriate Ministry.