



ISO/TC 285

Clean cookstoves and clean cooking solutions

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Secretariat: KEBS (Kenya)

**TC285 Nairobi 2019 Meeting Logistics Packet**

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# **ISO/TC 285 Meeting LOGISTICS PACKET**

**November 7, 2019- November 8, 2019  
Nairobi, Kenya**

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## **ARRIVAL AND CHECK-IN**

Arrival and check-in of registered participants for the meeting will begin Thursday November 7, 2019 from 8:00-9:00 am. The meeting will start promptly at 9:00am. The meeting will end no later than 12:00 pm (noon) on Friday November 8, 2019.

## **WORKSHOP VENUE**

### **Radisson Blu Hotel**

Elgon Road  
Upper Hill, Nairobi  
00100 Kenya

Website: <https://www.radissonblu.com/en/hotel-nairobi>

Telephone: +254 (0) 709 810 000

Email: [info.nairobi@radissonblu.com](mailto:info.nairobi@radissonblu.com)

## **ACCOMMODATION**

Nearby hotels are also listed below as alternative options.

### **Crowne Plaza Nairobi**

Kenya Road  
Upper Hill Nairobi KE

Website:

<https://www.ihg.com/crowneplaza/hotels/us/en/nairobi/nbocp/hoteldetail?qDest=Nairobi,%20Kenya>

Telephone: +254 719 096000

Email: [info@cpnairobi.com](mailto:info@cpnairobi.com)

### **West Breeze Hotel**

5 Masaba Road Nairobi KE, Nairobi, Kenya

Website: <http://westbreezehotel.com/>

Telephone: +254 732 726028

Email: [info@westbreezehotel.com](mailto:info@westbreezehotel.com)

### **Hillpark Hotel**

Lower Hill Rd, Nairobi, Kenya

Website: <https://www.hillparkhotelsandresorts.com/en-us>

Telephone: +254 724 256201

Email: [emarketing@hillparkhotel.com](mailto:emarketing@hillparkhotel.com)

## TRAVEL SUPPORT

In the framework of the *ISO Action Plan for developing countries 2016-2020*, ISO provides funded travel assistance to support the participation of its developing country members in the technical work of ISO.

ISO developing country members are eligible to attend meetings of ISO technical committees (TC) or subcommittees (SC) or working groups (WG) linked to their national priorities. The sponsorship entitles travel assistance to three meetings in a given calendar year and covers the cost of flights, hotel accommodation and other travel-related expenses for the chosen participant.

ISO developing country members may request sponsorship at any time during the year by email to [sponsorship@iso.org](mailto:sponsorship@iso.org).

*Note: It is advisable to make a request as early as possible, at least two months before the intended meeting to give the participant the time needed to obtain the necessary visa(s) and arrange his/her travel and accommodations.*

## VISA REQUIREMENTS & YELLOW FEVER VACCINATION

### Visa Requirements

Travelers to Kenya should ensure that the validity of their passports is at least six months beyond the end of their intended stay.

Kenyan immigration authorities require a minimum of two blank (unstamped) visa pages in the passport to enter the country; some travelers have experienced difficulties when they arrive without the requisite blank pages.

**Visa-exempt foreign nationals:** Bahamas, Barbados, Belize, Botswana, Brunei, Burundi, Cyprus, Dominica, Ethiopia, Fiji, Gambia, Ghana, Grenada, Jamaica, Kiribati, Lesotho Malawi, Malaysia, Maldives, Mauritius, Namibia, Nauru, Papua New Guinea, Rwanda, St Kitts & Nevis, St. Lucia, Saint Vincent & Grenadines, Samoa, San Marino, Seychelles, Sierra Leone, Singapore, Solomon Islands, South Africa, Swaziland, Tanzania, Tonga, Trinidad & Tobago, Tuvalu, Uganda, Vanuatu, Zambia and Zimbabwe.

**Nationalities NOT eligible for online e-Visa:** nationals of these countries must obtain their visa in embassy: Afghanistan, Armenia, Azerbaijan, Cameroon, Eritrea, Iraq, North Korea, Kosovo, Lebanon, Libya, Mali, Palestine, Senegal, Somalia, Syria, Tajikistan and Yemen.

**Nationalities subject to visa and eligible for e-Visa online:** citizens of all other nationalities can obtain their visa online (e-Visa), in embassies, or on arrival.

### Yellow Fever Vaccination

**Requirements:** Evidence of a Yellow Fever vaccination is **required** if traveling from a country with risk of Yellow Fever Virus transmission (full country list can be found [here](#)).

**Recommendations:** Evidence of yellow fever vaccination may be requested, and some travelers have been turned around at immigration for not having sufficient proof of immunization. Vaccination should be given 10 days before travel and at 10-year intervals if there is on-going risk.

## **MEALS**

Coffee breaks will be provided on both meeting days. Lunch will be provided on Thursday November 7.

## **LOCAL TRANSPORTATION**

### **To/From Airport**

Jomo Kenyatta International Airport is located approximately 16 kilometers from the Radisson Blu Hotel. When not driving during peak traffic hours, the drive from the airport to the Radisson Blu should take approximately 20 minutes. During weekday rush hours (4:00 pm to 7:30 pm) it can longer. The taxi cost is usually around \$2,000 Kenyan Shillings, approximately \$25 USD. You can also use online taxi companies such as Uber, The Little and Bolt that are readily available using your phone App. The charges by online taxi companies are considerably low in Nairobi.

## **OTHER LOCAL INFORMATION**

### **Weather**

The temperature in Nairobi is moderate at about 15 - 24 °C (60 - 75°F). November in Nairobi is the beginning of a rainy season.

### **Currency & Banking**

The local currency is the Kenyan Shilling. The current exchange rate is approximately 1 USD = 102 KES; 1 EUR = 116 KES. Cash and Visa are the primary means of payment. There are many commercial Banks, Forex bureaus, and ATMs.

### **Communication (Phone and Internet)**

Local SIM cards can be purchased on arrival at the airport (Airtel Kenya and Safaricom are suggested). Additionally, participants coming from within the region may be able to use their existing cell phones (Safaricom and Vodafone are regional networks). Wireless internet is available at the hotels suggested above. Additionally, there are numerous internet cafes in Nairobi.

## **Travel Health**

Please refer to the US Center for Disease Control and Prevention (CDC) [website](#) for the latest information on vaccinations and other health related travel tips. The US CDC recommends that you see your doctor at least 4-6 weeks before the trip for vaccination purposes.

**Kenyatta National Hospital** is a 5 minute drive to the west of the Radisson Blu Hotel.

Woodley /Kenyatta, Nairobi KE, Hospital Rd, Kenya

Tel: +254 20 2726300

Email: [knhadmin@knh.or.ke](mailto:knhadmin@knh.or.ke)

More information available at: <https://knh.or.ke/>

## **Safety**

Although the vast majority of visitors to Kenya complete their visit without incident, it is always advisable to exercise caution while travelling. Visitors should avoid walking alone at night, carrying large amounts of cash, or wearing eye-catching jewelry. When leaving your room, leave all the important documents (passports, tickets, etc.) and valuable objects in the safety box in the hotel reception. It is advisable to carry a photo ID at all times, as well as the address and phone number of your hotel and any other relevant phone numbers.

## **Electrical Appliances**

In Kenya voltage is 220-240 V. Visitors are advised to check the voltage before using electrical appliances and carry a voltage converter and plug adapter (three pin, British style) in order to use appliances.

## **Tipping**

Generally add 10% to the bill in restaurants, except where a service charge has been included. Tip bellhops 20 KSH per bag.

## **Common Expressions in Swahili**

Hello – Jambo

Habari – How are you

Mzuri – I am fine

Thank you – Asante Sana

Please – Tafadhali

See you – Tutaonana