

**Evaluation  
Week  
2019**



**UNEG**  
United Nations Evaluation Group

# **Logistical Information**

**13-17 May 2019**

**United Nations Office at Nairobi (UNON),  
Nairobi, Kenya**



## **Host agencies:**

United Nations Environment Programme (**UN Environment**) and  
United Nations Human Settlements Programme (**UN-Habitat**)

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## MEETING INFORMATION

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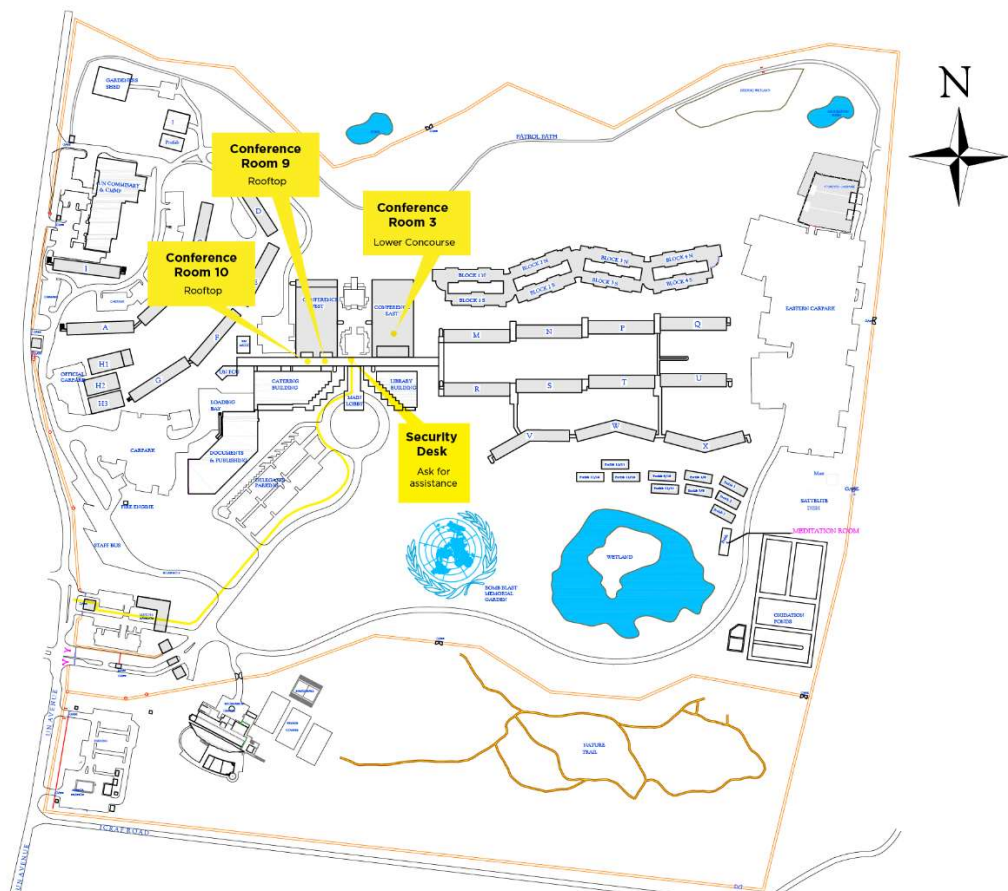
### Meeting Location

The UNEG Evaluation Week 2019 will take place at **United Nations at Nairobi (UNON), United Nations Avenue, Gigiri, Nairobi, Kenya.**

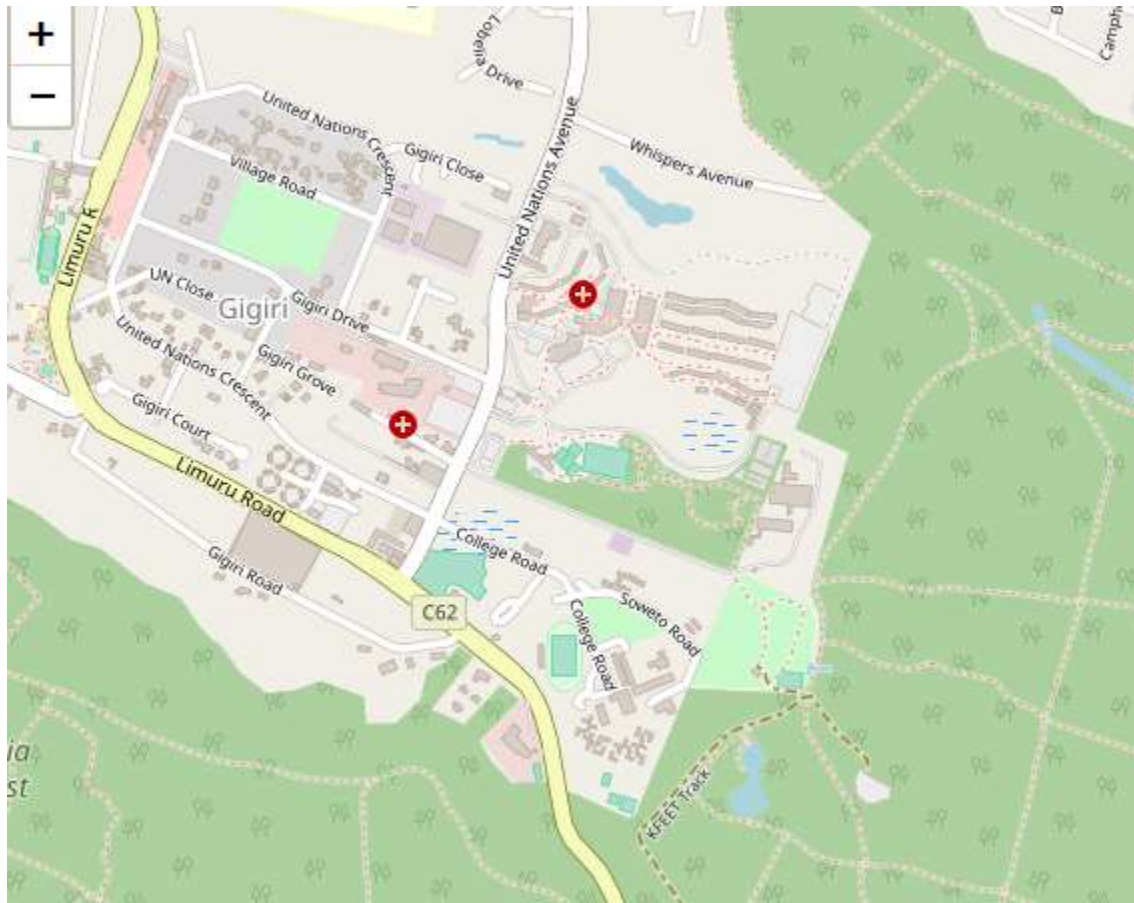
The different sessions of the Professional Development Seminar (PDS), the Evaluation Practice Exchange (EPE) and the Annual General Meeting (AGM) will take place in the meeting rooms indicated below:

- Conference Room 3, Central Area, Lower Concourse
- Conference Room 9, Central Area, Rooftop
- Conference Room 10, Central Area, Rooftop

### Map of the UNON Compound



## Map of UNON and immediate Gigiri Area



### **Registration and Access to the UNON Compound**

Participants attending the Eval Week 2019 must register on-line at <https://unhabitat.org/unegevalweek2019> before 31 March 2019 in order to obtain an access pass to the UNON Compound. Please note that you will be required to upload a photo in jpeg format, with a white background, measuring 1.5 inch by 1.5 inch.

UN staff attending Eval Week 2019 with New York and Geneva blue UN access badges, can use these badges to access the UNON compound. UN staff with a valid United Nations Laissez-Passer (UNLP) and non-UN staff will be issued a UNDSS Identification badge on the first day of attending the Eval Week 2019.

For all participants prior registration to attend the Eval Week is required to facilitate access to the UNON Compound. On the first day of the conference, there could be a bit of wait at the entrance so you may wish to arrive in good time (early enough).

For security reasons, the identification badge must be worn and visible to UNON Security staff at all times while in the UNON Compound. Lost passes should be reported as soon as possible.

## Entry

Entry to the UNON Compound is via the UN Avenue – off Limuru Road. The pedestrian access is through the Pavilion, north of the main vehicle access gates opposite the United States Embassy. Vehicles can drop off their passengers at a drive-in space in front of the gate.

All participants need to be registered prior to the meeting to be allowed access (see above). Participants will be screened upon entry and weapons, ammunition, flammable items or sharp objects are forbidden. Participants will be issued with identification badges which must be worn at all times whilst inside the UNON Compound.

## Online Community of Practice

UNEG colleagues are invited to [join SLACK](#) ("Searchable Log of All Conversation and Knowledge") to find Evalweek documents, discuss Evalweek topics, share ideas and thoughts, and receive update/notifications. SLACK App is also available for smart phone, iPad and desktop computers.

## Documentation

The UNEG 2019 Evaluation Week will be **paperless**. Participants will have access to all documents and statements on the UNEG website as they become available

Please consult this site or [SLACK](#) regularly for any announcements or updates concerning the meeting.

## Hotel and Guesthouse Accommodation

**Participants are responsible for making their own accommodation arrangements.** Hotels close to the UNON compound include Tribe Hotel – the Village Market Hotel, Trademark Hotel by Tribe (both adjacent to the Village Market mall) and Comfort Garden, which is also close to Village Market. These hotels are within 2km distance to UNON compound. Guesthouses within 1-1.5km distance to the UNON compound are Villa Leone, Tara Suites, and Shanema Homes.

A block booking at Tribe Hotel for 30 rooms has been made at \$130 (B&B) per room which will be allocated on a first come, first served basis.

For more options, please see list of recommended Nairobi Hotels and Guesthouses in **Annex 1 and 2**.

Nairobi has a wide range of hotels and guest houses including AirBnB options. Participants should consider that hotels located at a distance to UNON Compound will need to make transport arrangements and that Nairobi traffic is highly congested during morning and afternoon rush-hours.

While participants are not required to use the hotels and guesthouses on the lists provided, they should be vigilant about selecting safe and appropriate accommodation. This includes any information on the accommodation and what safety and emergency procedures are in place.

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## General Nairobi Travel Information

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### Visa Information

It is the participant's own responsibility to obtain a visa for Kenya.



Holders of a UNLP on official UN business do not require a visa to enter Kenya.

Participants who do not hold a UNLP, may be required to obtain a Kenyan visa depending on their nationality. A passport valid more than six months from the date of arrival is required for Visa issuance. Participants may apply for the visa electronically (E-visa). Application guidelines are available at <https://immigration.ecitizen.go.ke/index.php?id=5>. For certain countries, visas can also be obtained upon arrival at Jomo Kenyatta International Airport in Nairobi at a cost of USD 50 or its equivalent in Euros or Kenya shillings.

A valid entry visa may be obtained in advance from the Kenyan Embassy/High Commission in your country of residence or a neighboring country. In the absence of either, then certain Embassies of other countries generally represent Kenya in the issuance of visas.

Please note that advance visas are not required for citizens of Bahamas, Barbados, Belize, Botswana, Brunei-Darussalam, Burundi, Cyprus, Dominica, Fiji, Gambia, Ghana, Grenada, Jamaica, Kiribati, Lesotho, Malawi, Malaysia (for less than 30 days stay), Maldives, Mauritius, Namibia, Nauru, Papua New Guinea, Rwanda, Samoa, San Marino, Seychelles, Sierra Leone, Singapore, South Africa (for less than 30 days stay), Solomon Islands, Saint Lucia, Saint Kitts and Nevis, Saint Vincent and the Grenadines, Swaziland, Trinidad, Tonga, Tuvalu, Uganda, United Republic of Tanzania, Vanuatu, Zambia or Zimbabwe.

Nationals of the following countries require special advance visa clearance by the Kenyan authorities (as of January 2017): Afghanistan, Armenia, Azerbaijan, Cameroon, Democratic People's Republic of Korea, Eritrea, Iraq, Kosovo, Lebanon, Libya, Mali, Palestine, Senegal, Somalia, Syria and Tajikistan. Stateless persons also require advance clearance. For more information regarding visas please visit the <http://www.immigration.go.ke/Information.html>.

### Plastic Bag Ban

In 2017, the Kenya Government banned the **use of all plastic bags**. Travelers coming into Kenya with duty free bags are required to dispose of them at the entry points or in the aircrafts prior to disembarking their flights.

### Yellow Fever Vaccine

A yellow fever vaccination certificate is mandatory for travelers coming from countries where yellow fever may occur. Immunization against yellow fever is recommended for travelers from other countries.

### Time Zone

Kenya is GMT + 0300 hours

### Jomo Kenyatta International Airport (JKIA) in Nairobi

Most international visitors will arrive through JKIA. While it is about 28 km from the airport to the UN compound, traffic is unpredictable and the journey can take between 45 and 120 minutes, depending on the time and day.

Many hotels provide courtesy shuttle services to/from airport and in some cases from the hotel to the UNON compound. Visitors should advise their hotels in good time of their transportation needs. In the absence of a courtesy bus, visitors may use reputable taxi companies.

Recommended taxi companies are listed below:

- Hilltop +254 (0)20 272 3270
- Jaycab Taxis +254 (0)20 721 0520 or +254 (0)733 750455/ (0)723 239750

- Jatco +254 (0)20 444 8162 or +254 (0)733 701494/ (0)722 648383
- Jimcab +254 (0)20 712 2565 or +254 (0)737 333222/ (0)722 711001
- Kenatco +254 (0)20 250 6790 or +254 (0)705 780011/ (0)705 780016
- Uber and Taxify apps also work well and are reliable in and around Nairobi

## Banking and Currency Exchange Facilities

### *Currency and exchange rates*

The official currency of the Republic of Kenya is the Kenya Shilling (KES). As of 12 February 2019, the exchange rates are:

- 1 US Dollar = KES 99.85
- 1 EUR = KES 112.85

Foreign currency can be changed at the airport, 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 dispense US Dollars. 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.

Information on banking and currency exchange services available at UNON are available below.

The following places are in or near UNON for currency exchange:

- Kenya Commercial Bank (KCB), Standard Chartered Bank and UNFCU are located on the ground floor in the UNON compound, next to the Delegates Lounge.
- Emerald Gardens' Bureau de Change: From the UNON main gate, 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 KCB, Equity Bank, and I&M Bank.
- Village Market is a shopping mall and a 3-minute taxi drive from the main gate of UNON. There are several banks and forex bureaus at Village Market.

### *ATMs*

There are four ATMs in the UNON Compound all on the lower concourse: two next to KCB, one near the UNFCU and one next to Standard Chartered Bank.

There are also two ATMs (KCB and UNFCU) at the UN Commissary at the northern end of the UNON Complex.

### *Electricity*

The electrical currents in Kenya are 220 - 240 Volts, 50 Hertz. Kindly, note that Kenya uses the 13A 3 [square] wall switch socket outlet.

### *Official Languages*

The official language of the Republic of Kenya is English and the national language is Swahili.

## Health

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 the 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 raw 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.

Any medical costs incurred during the stay in Kenya shall be borne by the meeting participants directly and in arrangement with their own health insurance.

## UN Security Training

BSAFE is the new online security awareness training. It replaces both Basic Security in the Field (BSITF) and Advanced Security in the Field (ASITF).

BSAFE is mandatory for all UN personnel, including staff, interns and consultants.

BSAFE can be completed within one hour and is mobile friendly. Learners will be able to access it using computers, tablets and smart phones, without requiring the installation of additional plug-ins. It is accessible for persons with a wide range of disabilities.

BSAFE will be released in English and French in the fall of 2018, and in the other UN official languages by early 2019. All UN personnel, including interns and consultants, are expected to complete this mandatory course by 30 June 2019. Until that time, BSITF and ASITF certificates will still be valid.

Access BSAFE: <https://training.dss.un.org/course/detail/19948>

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## United Nations Office at Nairobi (UNON) in Gigiri

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The 140-acre UNON compound is adjacent to the famous Karura Forest (2000ha), a unique public facility under the management of the Kenya Forest Service. Well-demarcated nature trails, jogging lanes and cycling paths provide a wonderful environment for recreational activities, including walking, and mountain biking (there is a bike hire facility). The forest offers a chance to observe local wildlife such as red duikers, bushbucks, squirrels, white-tailed mongoose, and Sykes monkeys and Colobus monkeys. Several bird species can be spotted, including crowned cranes, Egyptian geese, crested eagles, green pigeons and hoopoes. Colorful butterflies and animals, such as reptiles and amphibians are frequently sighted. Due to the Karura Forest Plastic Ban, visitors are not allowed to bring in single use plastic bottles, plastic bags or plastic food wrappers. You can bring water in a re-usable bottle or drink water before you enter the Forest. For any garbage the rule is “You bring it in, you bring it out”. Karura Forest Official



Opening hours: 06:00AM – 18:00PM. Main entrance from Limuru Road. Daily Entry Fees (adult): Citizen 100Ksh, Residents Ksh200, Non-residents Ksh600.

While at the UNON Compound in Gigiri, please refrain from feeding the Sykes' monkeys. They are wild animals and should not be fed with any left-over food meant for human consumption. This is bad for their digestive systems and their teeth. It also encourages them to snatch food and come into conflict with humans.

The UNON Compound has a variety of unique natural habitats and thematic artefacts. It also boasts an ecologically balanced environment, with a set of constructed wetlands filled with reed-beds and artificial water features, to support its primary wastewater treatment. A designated biodiversity 'arboretum' with an assemblage of indigenous tree species is situated on the southern end of the Compound with nature trails. Staff use this biodiversity feature for jogging, in addition to the paved walking tracks along the perimeter fence of the compound.

### Catering

Coffee and refreshments will be provided during coffee breaks.

**Please note the UNON Compound does not use single use plastics.** Drinking water will be available, and participants will be provided with a re-usable water container. There will be water dispensers in or near the meeting rooms.

There are several caterers within the UNON compound contracted to provide food and beverages for breakfast, lunches as well as snacks during coffee breaks for staff and visiting delegates.

**Main Cafeteria:** located on the upper level of the main concourse, is available to participants from 12:00 to 14:00PM for lunch. The cafeteria offers a selection of first and second courses, grill and salads.

**Amaica:** located at the 'Old Cafeteria' offers Eritrean/Ethiopian food and grills / barbecued specials.

**Delegate's Lounge:** located on the lower level, next to conference room 1. The restaurant offers a selection of À la carte meals.

**Coffee Stations:** at the New Office Facility (UNEP and UN-Habitat block) offers salad bar, soup, wraps and sandwiches.

### Restaurants outside the UNON Compound

There are also several restaurants and bars within walking distance from the UNON Compound (listed in the order of distance from the main UN gate) that you may wish to explore and sample:

- **Pan Asian Yao** – Chinese/Thai food. Directions: From the main gate of the United Nations, cross the road, turn right and walk about 200 m. You will find the restaurant to your left. (Online reservation services available). Tel: +254(0)705 567 567
- **Asian Garden** offering Chinese, Oriental, Sushi and Japanese food. Directions: From the main gate of the United Nations, cross the road turn left and walk for 100m. You will find the restaurant to your right immediately after the U.S. Embassy, and within the Warwick Centre Complex. Tel: +254 712-848-770
- **Bazaar:** Newly opened and also within the Warwick Centre building offering Indian food.
- **Mediterraneo** – Italian food – is located further on past the Warwick Centre on the right-hand side. Tel: +254(0)789269841 / +254(0)705269841
- **Java Coffee House** – Sandwiches, salads, main meals and beverages. Directions: From the main gate turn left and walk to the end of the UN Avenue. Turn left on Limuru Road. It is next to Kenol petrol station on your left. Website: <http://javahouseafrica.com/> Tel: +254 (0) 721-425-403

- **River Café** located inside the Karura Forest – is a scenic setting ideal for special treats – especially early morning breakfasts and late evenings. Tel: +254 (0) 725-969-891
- **Big Square** – Burgers. Directions: From the main gate turn left and walk to the end of the road. The restaurant is across the street on your right at Kobil petrol station. Website: <http://big-square.co.ke/> Tel: +254 (0) 707970968
- **Domino's Pizza** - Directions: From the main gate turn left and walk to the end of the road. The restaurant is across the street on your right at Kobil petrol station past Big Square. Website: <https://www.dominos.co.ke/> Tel: +254 (0) 730-165-111
- **Cold Stone** (ice-cream) - Directions: From the main gate turn left and walk to the end of the road. The restaurant is across the street on your right at Kobil petrol station past Big Square and **Dominos Pizza**. Tel: +254 (0) 730165011
- **Habesha**: Serves Ethiopian food. About 1Km from the UN. From the main gate turn right. Take the first turn to left towards Village Market and continue almost to the end of the road. On left hand **Village Market**. Directions: From the main gate turn right, take the first turn to left and continue until the end of the road. Has two food courts and several restaurants, including Italian, Lebanese, Japanese/Korean, Iranian, Chinese, Indian, Thai and many more.
- **Lord Erroll**: About 1,5 Km from the UN. From the main gate turn right 1.5km until a roundabout where take left. Restaurant second gate on the left Tel: +254 (0) 721 920820
- **Shan-grila** (indian / Chinese) 3km away at Mini Market, Muthaiga Tel: +254 (0) 726 874184
- **La Dolce Vita** (Italian) 3km away at Mini Market, Muthaiga Tel: + 254 (0) 20 74049945

## Medical Services

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. The medical service is located in Block F, Room 117 and is available Monday – Thursday from 10:00 to 12:30hrs and 14:00 to 16:00hrs, and Friday 10:30 00 to 13:30hrs and during meeting hours.

### *Contact details*

- 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)

For assistance over the weekend, contact the 24-hour UNON control room: +254 (0) 20 762 6666.

### *Other medical emergency numbers*

- 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

## Wi-Fi

Free Wi-Fi is available in the UNON compound 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 at the same time. If every participant limits the number of gadgets connected, the internet will be very efficient and enjoyed by all.

No support can be provided if problems arise when connecting to, or using, the wireless internet service.

## Security

Participants are responsible for their movements outside the UNON grounds. For your own safety please consider the following tips:

- Avoid crowded areas such as malls as much as possible/feasible
- 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 / Uber keep windows rolled up and doors locked. Place hand luggage at your feet.
- 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.

Emergency contact 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

## Postal Services

The Post Office in the UNON compound is located at the lower concourse next to KCB Bank. It is open Monday to Friday, 09:00 to 17:00hrs Tel: +254 (0)20 7622453

The DHL courier mail service, Village Market Shopping Mall (near Tribe Hotel) is open Monday to Friday, 08:00 to 17:00hrs, Saturday; 08:00 to 13:00hrs. Tel: +254 0711017133.

There is a Courier Service (TNT) in the UN Compound location in Main Concourse ground level inside the Post Office near KCB Bank– Ext 22580.

# NAIROBI HOTEL RATES - 2019



## BOMA INN NAIROBI ★★☆☆

Email: [reservations@theboma.co.ke](mailto:reservations@theboma.co.ke)

[www.theboma.co.ke](http://www.theboma.co.ke)

Outside City Center, (Near the Airport)  
18 Km to the UN

P.O. Box 26601 - 00100,  
G.P.O Red Cross Road, Nairobi  
Tel: 254 719 050 000 / +254 719 050643

- \* Single Room - US\$ 100
- \* Double Room - US\$ 130

\* Bed & Breakfast  
Inclusive of all taxes

\* Airport Transfer  
Not Included



## CROWNE PLAZA NAIROBI ★★★★★

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

[www.cpnairobi.com](http://www.cpnairobi.com)

Upper Hill, (Outside the City Center)  
(Near the Airport), 15 Km to the UN

P.O. Box 25574 - 00100,  
G.P.O Nairobi  
Tel: 254 719 096000 / 20 2746000

- \* Single Room- US\$ 180
- \* Double Room- US\$ 210

\* Bed & Breakfast  
Inclusive of all taxes

\* Airport Transfer  
Not Included



## CITY LODGE HOTEL ★★☆☆

Email: [cltwwivers.resv@clhg.com](mailto:cltwwivers.resv@clhg.com)

[www.clhg.com](http://www.clhg.com)

Off Limuru Road  
6 Km to the UN

P.O. Box 2256 - 00621  
Nairobi, Kenya  
Tel: 254 709 264000

- \* Single Room - US\$ 160
- \* Double Room - US\$ 180

\* Bed & Breakfast  
Inclusive of all taxes

\* Airport Transfer  
Not Included

# NAIROBI HOTEL RATES - 2019



## EKA HOTEL ★★☆☆

Email: [reservations@ekahotel.com](mailto:reservations@ekahotel.com)  
[www.ekahotel.com](http://www.ekahotel.com)

Outside City Center, (Near the Airport)  
 15 Km to the UN

P.O. Box 27695 - 00506,  
 Nairobi, Kenya  
 Cell: 254 719 045000

- \* Single Room- US\$ 170
- \* Double Room - US\$ 195
- \* Bed & Breakfast  
 Inclusive of all taxes
- \* Airport Transfer  
 Not Included



## FAIRMONT ★★☆☆

### THE NORFOLK HOTEL

Email: [kenya.reservations@fairmont.com](mailto:kenya.reservations@fairmont.com)  
[www.fairmont.com](http://www.fairmont.com)

Joseph.kimondo@Fairmont.com  
 City Center,  
 10 Km to the UN

P.O. Box 58581 - 00200,  
 Nairobi, Kenya  
 Tel: 254 20 2265000/0724544328  
 Fax: 254 20 2216796

- \* Fairmont Single Room - US\$ 150
- \* Fairmont Double Room - US\$ 190
- \* Bed & Breakfast  
 Inclusive of all taxes
- \* Airport Transfer  
 Not Included



## FOUR POINT BY SHERATON ★★☆☆

Email: [reservations@fourpointsnairobiairport.co.ke](mailto:reservations@fourpointsnairobiairport.co.ke)  
[www.fourpointsnairobiairport.com](http://www.fourpointsnairobiairport.com)

Jomo Kenyatta International Airport  
 25 Km to the UN

P.O. Box 1158-00606  
 Nairobi, Kenya  
 Tel: 254 20 6424000/709 760000  
 Fax: 254 740 031190

- \* Single Suite - US\$ 160
- \* Double Suite - US\$ 190
- \* Bed & Breakfast  
 Inclusive of all taxes
- \* Airport Transfer  
 Included



# NAIROBI HOTEL RATES - 2019



**HEMINGWAYS NAIROBI** ★★★★★  
 Email: [sales@hemingways.co](mailto:sales@hemingways.co)  
[www.hemingways-collection.com](http://www.hemingways-collection.com)  
 Outside City Center, 30 Km to the UN

P.O. Box 146 - 00502,  
 Nairobi, Kenya  
 Tel: 254 0 711032000/ 20 2295011  
 Fax: 254 20 2295011/222

- \* *Deluxe Single - US\$ 250*
- \* *Deluxe Double - US\$ 300*

\* *Bed & Breakfast  
 Inclusive of all taxes*

\* *Airport Transfer  
 Not Included*



**HILTON GARDEN INN** ★★★  
 Email: [NBOAPRM@HILTON.COM](mailto:NBOAPRM@HILTON.COM)  
[www.nairobiairport.hgi.com](http://www.nairobiairport.hgi.com)

Jomo Kenyatta International Airport,  
 25 Km to the UN

P.O. Box 25407- 00603,  
 Nairobi, Kenya  
 Tel: 254 20 4075000  
 Fax: 254 20 4075001

- \* *Single Room - US\$ 150*
- \* *Double Room - US\$ 180*

\* *Bed & Breakfast  
 Inclusive of all taxes*

\* *Airport Transfer  
 Included*



**HILTON HOTEL NAIROBI** ★★★★★  
 Email: [nairobi-reservations@hilton.com](mailto:nairobi-reservations@hilton.com)  
[www.nairobi.hilton.com](http://www.nairobi.hilton.com)

City Center,  
 10 Km to the UN

P.O. Box 30624 - 00100,  
 Nairobi, Kenya  
 Tel: 254 20 2790000/ 732120000  
 Fax: 254 20 2226477

- \* *Single Room - US\$ 150*
- \* *Double Room - US\$ 190*

\* *Bed & Breakfast  
 Inclusive of all taxes*

\* *Airport Transfer  
 Not Included*



# NAIROBI HOTEL RATES - 2019



## IBIS STYLES HOTEL ★★☆☆

Email: [hb065-re@accor.com](mailto:hb065-re@accor.com)

[www.ibisstylesnairobi.com](http://www.ibisstylesnairobi.com)

Raphta Road (Outside City Center),  
10 Km to the UN

P.O. Box 14746 - 00800

Nairobi, Kenya

Tel: 254 20 5147500 /713 120 539

- \* Single Room - US\$ 79
- \* Double Room - US\$ 89

\* Bed & Breakfast  
Inclusive of all taxes

\* Airport Transfer  
Not Included



## INTERCONTINENTAL NAIROBI ★★★★★

Email: [reservations.icnairobi@ihg.com](mailto:reservations.icnairobi@ihg.com)

[www.intercontinantal.com/nairobi](http://www.intercontinantal.com/nairobi)

City Center,  
10 Km to the UN

P.O. Box 30353 - 00100,

Nairobi, Kenya

Tel: 254 20 3200000/261/262/263

Fax: 254 20 32000030

- \* Superior Single Room - US\$ 165
- \* Superior Double Room - US\$ 200

\* Bed & Breakfast  
Inclusive of all taxes

\* Airport Transfer  
Not Included



## JACARANDA HOTEL ★★★★★

Email: [cro@jacarandahotels.com](mailto:cro@jacarandahotels.com)

[www.jacarandahotels.com](http://www.jacarandahotels.com)

Woodvale Close, Westlands,  
6 Km to the UN

P.O. Box 14287 - 00800,

Nairobi, Kenya

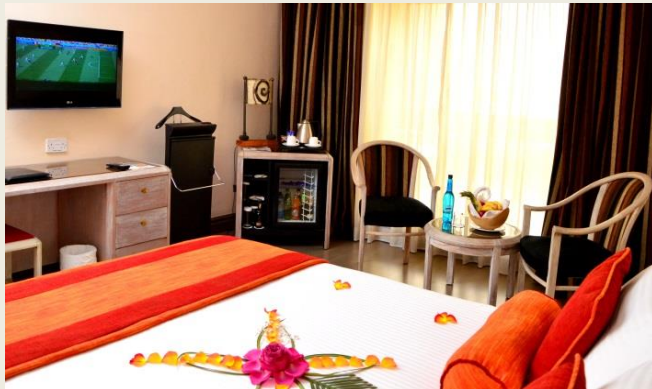
Tel: 254 711089000

- \* Standard Single Room - US\$ 130
- \* Standard Double Room - US\$ 160

\* Bed & Breakfast  
Inclusive of all taxes

\* Airport Transfer  
Not Included

# NAIROBI HOTEL RATES - 2019



**LAICO REGENCY HOTEL** ★★★★★  
Email: [reservations@laicoregency.com](mailto:reservations@laicoregency.com)  
[www.laico-hotels.com](http://www.laico-hotels.com)

City Center,  
10 Km to the UN

P.O. Box 30624 - 00100,  
Nairobi, Kenya  
Tel: 254 21 777 732 / 722 291 320  
Fax: 254 20 2217120

- \* Single Room - US\$ 130
- \* Double Room - US\$ 160

\* Bed & Breakfast  
Inclusive of all taxes

\* Airport Transfer  
Not Included



**MAGNA HOTEL & SUITES** ★★★★★  
Email: [bookingg@magna-hotel.com](mailto:bookingg@magna-hotel.com)  
[www.magna-hotel.com](http://www.magna-hotel.com)

GIGIRI AREA,  
2.5 Km to the UN

P.O. Box 75200 - 00200,  
Nairobi, Kenya  
Tel: 254 20 5138000

- \* Single Room - US\$ 160
- \* Double Room - US\$ 200

\* Bed & Breakfast  
Inclusive of all taxes

\* Airport Transfer  
Not Included



**NAIROBI SAFARI CLUB** ★★★★★  
Email: [reservations@nairobisafariclub.com](mailto:reservations@nairobisafariclub.com)  
[www.nairobisafariclub.com](http://www.nairobisafariclub.com)

City Center,  
10 Km to the UN

P.O. Box 43564 - 00100,  
Nairobi, Kenya  
Tel: 254 20 2821000/ +254 722 209842

- \* Single Suite - US\$ 155
- \* Double Suite - US\$ 175

\* Bed & Breakfast  
Inclusive of all taxes

\* Airport Transfer  
Not Included



# NAIROBI HOTEL RATES - 2019



**NAIROBI SERENA HOTEL** ★★★★★  
 Email: [nshreservations@serena.co.ke](mailto:nshreservations@serena.co.ke)  
[www.serenahotels.com](http://www.serenahotels.com)

City Center,  
 10 Km to the UN

P.O. Box 48690- 00100,  
 Nairobi, Kenya  
 Tel: 254 20 2822000/ 732 124000

- \* Single Suite- US\$ 270
- \* Double Suite - US\$ 320

\* Bed & Breakfast  
*Inclusive of all taxes*

\* Airport Transfer  
*Not Included*



**OLE-SERENI HOTEL** ★★★★★  
 Email: [reservations@ole-serenihotel.com](mailto:reservations@ole-serenihotel.com)  
[www.ole-sereni.com](http://www.ole-sereni.com)

Mombasa Road (Near Airport),  
 18 Km to the UN

P.O. Box 18187 - 00500,  
 Nairobi, Kenya  
 Tel: 254 732191000/020 3901000  
 Fax: 254 20 3901400

- \* Superior Room - US\$ 150
- \* Superior Double - US\$ 180

\* Bed & Breakfast  
*Inclusive of all taxes*

\* Airport Transfer  
*Not Included*



**PANARI HOTEL** ★★★★★  
 Email: [reservations@panarihotels.com](mailto:reservations@panarihotels.com)  
[www.panarihotels.com](http://www.panarihotels.com)

Mombasa Road (Near airport),  
 18 Km to the UN

P.O. Box 4372 - 00506,  
 Nairobi, Kenya  
 Tel: 254 20 694600/ 71191000  
 Fax: 254 20 828985

- \* Single Suite - US\$ 150
- \* Double Suite - US\$ 180

\* Bed & Breakfast  
*Inclusive of all taxes*

\* Airport Transfer  
*Not Included*

# NAIROBI HOTEL RATES - 2019



## PARK INN BY RADISON ★★☆☆

Email: [reservations.nairobi@parkinn.com](mailto:reservations.nairobi@parkinn.com)

<https://www.parkinn.com/hotel-nairobi>

Westlands (Outside City Center),  
10 Km to the UN

P.O. Box 14409 - 00800

Nairobi, Kenya

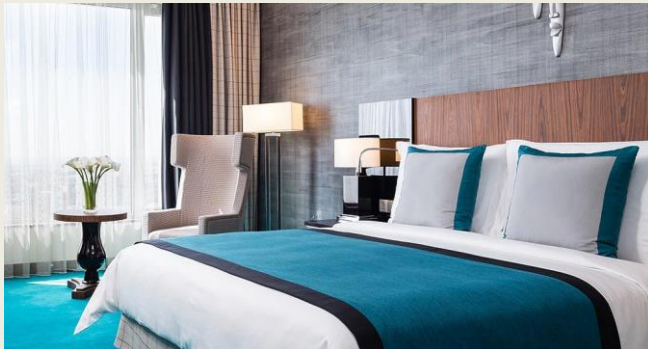
Tel: 254 70 9498000 / 795 740756

Fax: 245 709 498000/498999

- \* Single Suite - US\$ 160
- \* Double Suite - US\$ 185

\* *Bed & Breakfast  
Inclusive of all taxes*

\* *Airport Transfer  
Not Included*



## RADISSON BLU ★★★★★

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

[www.radissonblu.com/hotel-nairobi](http://www.radissonblu.com/hotel-nairobi)

Upper Hill (Outside City Center)  
15 Km to the UN

P.O. Box 21695 - 00200,

Nairobi Kenya

Tel: 254 (0) 0709 810000

\* Superior Room - US\$ 230

\* Deluxe Room - US\$ 260

\* *Bed & Breakfast  
Inclusive of all taxes*

\* *Airport Transfer  
Not Included*



## SAFARI PARK HOTEL ★★★★★

Email: [sales@safariparkhotel.co.ke](mailto:sales@safariparkhotel.co.ke)

[www.safaripark-hotel.com](http://www.safaripark-hotel.com)

Thika Highway (Outside city center),  
10 Km to the UN

P.O. Box 45038- 00100,

Nairobi, Kenya

Tel: 254 20 3633000/137

Fax: 254 20 3633919 / 8561584

- \* Deluxe Single Room - US\$ 160
- \* Superior Double Room - US\$ 200

\* *Bed & Breakfast  
Inclusive of all taxes*

\* *Airport Transfer  
Not Included*

# NAIROBI HOTEL RATES - 2019



**SANKARA NAIROBI** ★★★★★  
Email: [stay@nairobi.sankara.com](mailto:stay@nairobi.sankara.com)  
[www.sankara.com](http://www.sankara.com)  
Woodvale Groove, Westlands  
6 Km to the UN

P.O. Box 1638 - 00606,  
Nairobi, Kenya  
Tel: 254 20 420000 / 254 703 028000  
Fax: 254 20 4208888

- \* Standard Room - US\$ 235
- \* Double room - US\$ 265
- \* Bed & Breakfast  
*Inclusive of all taxes*

\*Airport Transfer  
Not Included



**SAROVA - PANAFRIC HOTEL** ★★★★★  
Email: [panafric@sarovahotels.com](mailto:panafric@sarovahotels.com)  
[www.sarovahotels.com](http://www.sarovahotels.com)  
Upper Hill (outside city center),  
12 Km to the UN

P.O. Box 72493 - 00200,  
Nairobi, Kenya  
Tel: 254 20 2767000 / 254 722 319005  
Fax: 254 20 2715566

- \* Standard Single - US\$ 165
- \* Standard Double - US\$ 205

\* Bed & Breakfast  
*Inclusive of all taxes*

\* Airport Transfer  
Not Included



**SAROVA - THE STANLEY** ★★★★★  
Email: [sarovastanley@sarovahotels.com](mailto:sarovastanley@sarovahotels.com)  
[www.sarovahotels.com](http://www.sarovahotels.com)  
City Center,  
11 Km to the UN

P.O. Box 30680,  
Nairobi, Kenya  
Tel: 254 20 2757000 / 254 722 319005  
Fax: 254 20 2229388

- \* Single Suite - US\$ 185
- \* Double Suite - US\$ 215

\* Bed & Breakfast  
*Inclusive of all taxes*

\* Airport Transfer  
Not Included



# NAIROBI HOTEL RATES - 2019



**SILVER SPRINGS HOTEL** ★★★★★  
 Email: [reservations@silversprings-hotel.com](mailto:reservations@silversprings-hotel.com)  
[www.silversprings-hotel.com](http://www.silversprings-hotel.com)

City Center,  
 11 Km to the UN

Nairobi, Kenya  
 Tel: 254 20 3722451-7 / 07285341151

- \* Single Suite - US\$ 89
- \* Double Suite - US\$ 117
- \* Bed & Breakfast  
*Inclusive of all taxes*
- \* Airport Transfer  
*Not Included*



**SOUTHERNSUN MAYFAIR NAIROBI** ★★★★★  
 Email: [reserve@southernsun.co.ke](mailto:reserve@southernsun.co.ke)  
[www.tsogusun.com](http://www.tsogusun.com)

Westlands  
 6 Km to the UN

P.O. Box 66807 - 00800,  
 Nairobi, Kenya  
 Tel: 254 20 36888000/37409201/1  
 Fax: 254 20 3748823

- \* Single Suite - US\$ 159
- \* Double Suite - US\$ 184
- \* Bed & Breakfast  
*Inclusive of all taxes*
- \* Airport Transfer  
*Not Included*



**THE BOMA NAIROBI** ★★★★★  
 Email: [reservations@theboma.co.ke](mailto:reservations@theboma.co.ke)  
[www.theboma.co.ke](http://www.theboma.co.ke)

Off Mombasa Road (near the airport),  
 18 Km to the UN

P.O. Box 26601-00100  
 G.P.O Red Cross Road,  
 Nairobi, Kenya  
 Tel: 254 720 689024 / 719 050000

- \* Single Suite - US\$ 150
- \* Double Suite - US\$ 180
- \* Bed & Breakfast  
*Inclusive of all taxes*
- \* Airport Transfer  
*Not Included*



# NAIROBI HOTEL RATES - 2019



**THE CONCORD HOTEL & SUITES** ★★☆☆  
 Email: [reservations@theconcordhotels.com](mailto:reservations@theconcordhotels.com)  
[www.theconcordhotels.com](http://www.theconcordhotels.com)  
 Parklands,  
 6 Km to the UN  
  
 P.O. Box 49434-00100  
 Nairobi, Kenya  
 Tel: 254 711 111333/738 466336

- \* Single Suite - US\$ 110
- \* Double Suite - US\$ 135
- \* Bed & Breakfast  
Inclusive of all taxes
- \* Airport Transfer  
Not Included



**TRADEMARK HOTEL BY TRIBE** ★★☆☆  
 Email: [reservations@tribehotel-kenya.com](mailto:reservations@tribehotel-kenya.com)  
[www.trademark-hotel.com](http://www.trademark-hotel.com)  
 Limuru Road  
 2 Km to the UN  
  
 P.O. Box 1333 - 00621  
 Nairobi, Kenya  
 Tel: 254 20 7200000/ 732 186000  
 Fax: 254 20 7200110

- \* Single Suite - US\$ 140
- \* Double Suite - US\$ 160
- \* Bed & Breakfast  
Inclusive of all taxes
- \* Airport Transfer  
Not Included



**TRIBE - THE VILLAGE MARKET HOTEL** ★★★★★  
 Email: [reservations@tribehotel-kenya.com](mailto:reservations@tribehotel-kenya.com)  
[www.tribe-hotel.com](http://www.tribe-hotel.com)  
 Gigiri Area  
 2.5 Km to the UN  
  
 P.O. Box 1333 - 00621  
 Limuru Road,  
 Nairobi, Kenya  
 Tel: 254 20 7200000  
 Fax: 254 20 7200110

- \* Superior Single - US\$ 210
- \* Deluxe Double - US\$ 235
- \* Bed & Breakfast  
Inclusive of all taxes
- \* Airport Transfer  
Not Included

# NAIROBI HOTEL RATES - 2019



## VILLA ROSA KEMPINSKI ★★★★★

Email: [reservations.nairobi@kempinski.com](mailto:reservations.nairobi@kempinski.com)

[www.kempinski.com/nairobi](http://www.kempinski.com/nairobi)

Westlands (Outside City Center)

8 Km to the UN

P.O. Box 14164 - 00800

Nairobi, Kenya

Tel: 254 20 2308819 / 703 049000

- \* Superior Single - US\$ 245
- \* Superior Double - US\$ 275

\* Bed & Breakfast  
Inclusive of all taxes

\* Airport Transfer  
Not Included



## WINDSOR GOLF HOTEL & COUNTRY CLUB ★★★★★

Email: [reservations@windsor.co.ke](mailto:reservations@windsor.co.ke)

[www.windsorgolfresort.com](http://www.windsorgolfresort.com)

Kiambu Road (Outside City Center),

15 Km to the UN

P.O. Box 45587 - 00100

Nairobi, Kenya

Tel: 254 20 8562300 / 711 203361/ 711 203362

Fax: +254 20 2338093/6

- \* Single Suite - US\$ 150
- Double Suite - US\$ 190

\* Bed & Breakfast  
Inclusive of all taxes

\* Airport Transfer  
Not Included

# GUEST HOUSES NEAR UN COMPOUND, GIGIRI - 2019

## CASA BELLA SUITES

Email: [enquiries@casabellagigiri.com](mailto:enquiries@casabellagigiri.com)  
[www.casabellagigiri.com](http://www.casabellagigiri.com)  
6 Km to the UN

Tel: +254 722 994999

- \* Single Room - US\$ 75
- \* Double Room - US\$ 105

\* Bed & Breakfast  
Free Shuttle Services to UNON  
Inclusive of all taxes

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## COMFORT GARDENS

Email: [info@comfortgardens.com](mailto:info@comfortgardens.com)  
[www.comfortgardens.com](http://www.comfortgardens.com)  
2.5 Km to the UN

Tel: +254 723610280/254 2014014

- \* Single Room - US\$ 85
- \* Double Room - US\$ 127

\* Bed & Breakfast  
Inclusive of all taxes

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## DOLFRAN GUEST HOUSE

Email: [info@dolfranguesthouse.co.ke](mailto:info@dolfranguesthouse.co.ke)  
[www.dolfranguesthouse.co.ke](http://www.dolfranguesthouse.co.ke)  
1.5 Km to the UN

Tel: +254 706501811/254 0708588515

- \* Single Room - US\$ 70
- \* Double Room - US\$ 90

\* Bed & Breakfast  
Inclusive of all taxes

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## KINGDOM GARDENS

Email: [info@kingdomgardens.co.ke](mailto:info@kingdomgardens.co.ke)  
[www.kingdomgardens.co.ke](http://www.kingdomgardens.co.ke)  
3 Km to the UN

Tel: +254 733 975916/731006020

- \* Single Room - US\$ 115
- \* Double room - US\$ 180

\* Bed & Breakfast  
Inclusive of all taxes  
Alcoholic free

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## SHANEMA HOMES

Email: [info@shanemahomes.com](mailto:info@shanemahomes.com)  
[www.shanemahomes.com](http://www.shanemahomes.com)  
1.5 Km to the UN

Tel: +254 700 333404

- \* Single Room - US\$ 70
- \* Double room - US\$ 100

\* Bed & Breakfast  
Inclusive of all taxes

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## TARA SUITES

Email: [info@tarasuites.com](mailto:info@tarasuites.com)  
[www.tarasuites.com](http://www.tarasuites.com)  
1 Km to the UN

Tel: +254 712 680542/786 387772

- \* Single Room - US\$ 120
- \* Double room - US\$ 140

\* Bed & Breakfast  
Inclusive of all taxes

1. These houses are approved by the UN Security
2. Rates are negotiable for groups
3. Most establishments have additional room types kindly enquire directly
4. A la Carte Lunch & Dinner provided on request

29/01/2019

# GUEST HOUSES NEAR UN COMPOUND, GIGIRI - 2019

## THE 140

Email: [the140@cenhika.com](mailto:the140@cenhika.com)  
[www.the140guesthouse.com](http://www.the140guesthouse.com)  
3 Km to the UN

- \* *Single Room - US\$ 100*
- \* *Double room - US\$ 120*

Tel.: +254 722 527964/733600298

- \* *Bed & Breakfast*  
*Inclusive of all taxes*

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## THE BEDELLE

Email: [reservations@thebedelle.com](mailto:reservations@thebedelle.com)  
[www.thebedelle.com](http://www.thebedelle.com)  
5 Km to the UN

- \* *Single Room - US\$ 100*
- \* *Double room - US\$ 150*

Tel: +254 700 368611/733 370312

- \* *Bed & Breakfast*  
*Inclusive of all taxes*

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## VILLA LEONE

Email: [info@villa-leon.com](mailto:info@villa-leon.com) /  
[info@villaleone.co.ke](mailto:info@villaleone.co.ke)  
[www.villa-leon.com](http://www.villa-leon.com)  
[www.villaleonenairobi.com](http://www.villaleonenairobi.com)  
1 Km to the UN

- \* *Single Room - US\$ 90*
- \* *Double room - US\$ 120*

Tel: +254 712 680542/786 387772

- \* *Bed & Breakfast*  
*Inclusive of all taxes*

1. These houses are approved by the UN Security
2. Rates are negotiable for groups
3. Most establishments have additional room types kindly enquire directly
4. A la Carte Lunch & Dinner provided on request