

Information on the

The first meeting of the IOTC Working Group on Catch Documentation Scheme (CDS WG)

And

Third meeting of the Working Party on the Implementation of Conservation and Management Measures (WPICMM03)

Nairobi, Kenya

1. Meetings dates and venue

The CDS WG meeting will be held from the 10-11 February 2020, from 09:00 to 17:00 daily.

The third meeting of the Working Party on the Implementation of Conservation and Management Measures (WPICMM03) will be held from the 12-14 February 2020, from 09:00 to 17:00 daily.

The venue for the meetings will be:

Crowne Plaza Nairobi

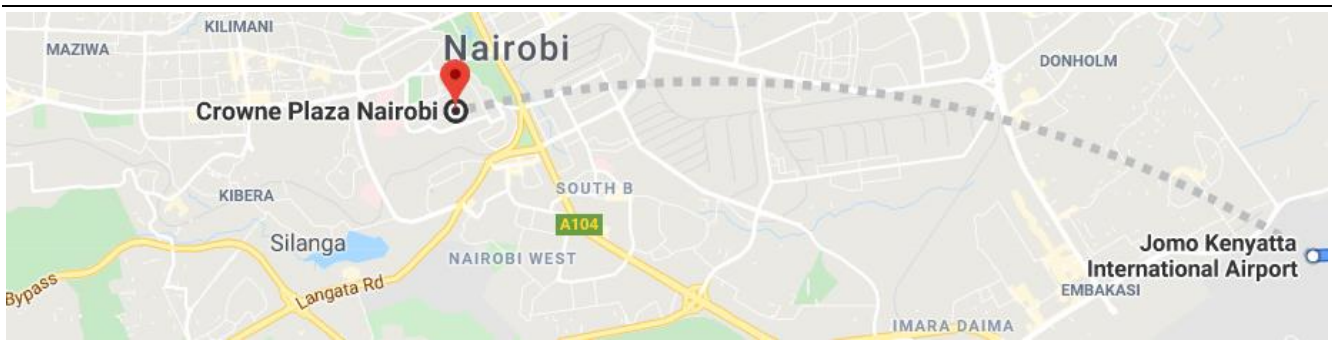
https://www.ihg.com/crowneplaza/hotels/us/en/nairobi/nbocp/hoteldefault?cm_mmc=GoogleMaps--CP--KE--NBOCP

Crowne Plaza Nairobi | P.O. BOX 25574-00100 | Kenya Road, Upper Hill, Nairobi, Kenya |

Tel: +254 (20) 2746000 | Tel: +254-719-096000

Email: | Sales: sales@cpnairobi.com | info@cpnairobi.com | website: www.cpnairobi.com





MAP: <https://www.google.com/maps/dir/-1.30055,36.81548/@-1.300549,36.7454394,12z>

GPS Position: -1.3005500, 36.8154800

2. Contacts

The contacts at the IOTC Secretariat are:

Administration: Ms. Mirose Govinden: Mirose.Govinden@fao.org
Mr. Howard Whalley: Howard.Whalley@fao.org

3. Registration

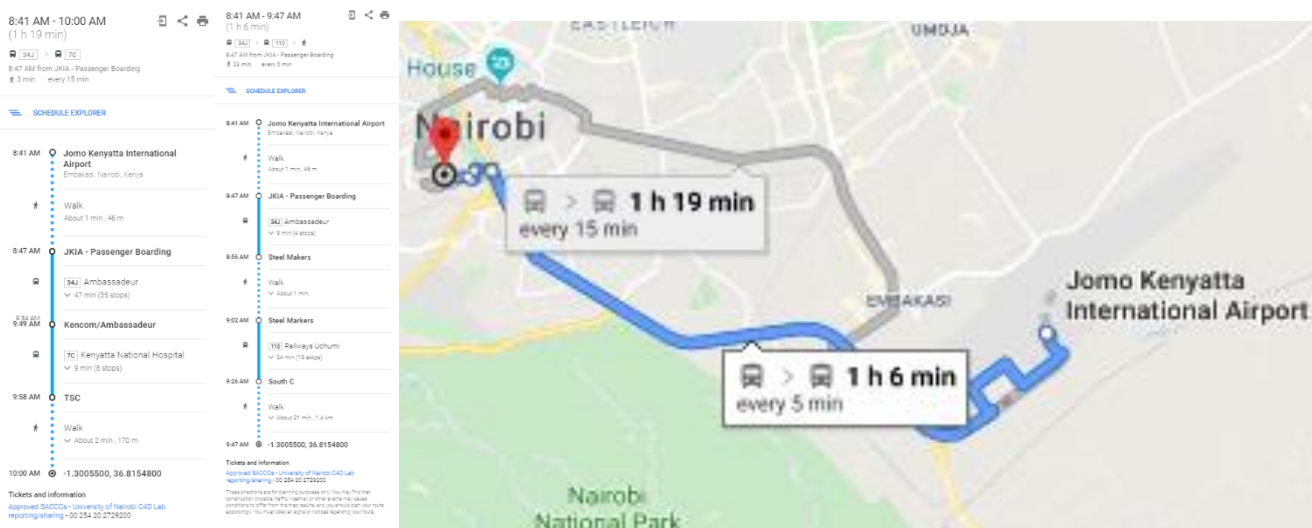
Registration for the WPICMM03 meeting is essential, so as to allow the IOTC Secretariat sufficient time to make the necessary administrative arrangements with the meeting venue. Please register for the meetings on the IOTC website no later than 45 days before the meeting:

[WPICMM03 registration - click here](#) (register by 30 December 2019).

4. Transportation

Participants are requested to make their own transportation arrangements.

Transport from Airport to Crown Hotel is available by taxi or bus.



5. Funding

IOTC Meeting Participation Fund (MPF)

Financial support for participants from developing CPCs is also available through the Meeting Participation Fund (MPF), as per the IOTC Rules of Procedure (2014), Appendix VIII, which can be accessed through the following link: [IOTC rules of procedure - click here](#).

Please be reminded that there is no provision in the IOTC Rules of Procedure (2014) for the IOTC Secretariat to consider late applications to the MPF:

[IOTC rules of procedure - click here](#).

Applications for the IOTC Meeting Participation Fund should be received at iotc-secretariat@fao.org no later than 30 December 2019.

and should include:

- i) an official nomination letter with request of support signed by the Director of Fisheries or any other relevant government authority;
- ii) the full contact details, mobile phone numbers of the nominee with a copy of his/her passport.




































































Assistance for the participation of Least Developing Countries (LDCs) - IOTC Member countries: Bangladesh, Comoros, Eritrea, Liberia, Madagascar, Mozambique, Senegal, Sierra Leone, Somalia, Sudan, United Republic of Tanzania and Yemen.

The participation of two representatives from each eligible LDC IOTC Member country can be supported through the EU Grant - Compliance Grant (funded by the European Union). The administration of this assistance will be the same as that described above for the IOTC Meeting Participation Fund.

Assistance for the participation of SWIOFC Member countries: Comoros, France, Kenya, Madagascar, Maldives, Mauritius, Mozambique, Seychelles, Somalia, South Africa, United Republic of Tanzania and Yemen. The participation of two representatives from each eligible SWIOFC Member country can be supported through the SWIOFISH 2 Project (funded by the World Bank). The administration of this assistance will be the same as that described above for the IOTC Meeting Participation Fund.

6. Accommodation

Participants benefiting from the MPF or the EU Grant - Compliance Grant shall be booked by the IOTC Secretariat through the Preferred Hotel Programme of FAO, it concerns the following hotels:

Hotel	Address	City	Country			Negotiated Rate	Cancel Policy	Credit Cards accepted	Breakfast	Internet	Parking
Prideinn Hotel	Rhapta Road, Westlands	Nairobi	Kenya			10 000.00 KES incl. tax	24 hrs (06 pm 1day)	  	included	N	
Golden Tulip Westlands	Muthithi 65	Nairobi	Kenya			119.00 USD incl. tax	24 hrs (06 pm 1day)	  	included	Y	
Nairobi Safari Club	P.O. Box 43564 Lillian Towers Koinange Street	Nairobi	Kenya			120.00 USD incl. tax	24 hrs (06 pm 1day)	  	included	N	
Southern Sun Mayfair Nairobi	Parklands Road	Nairobi	Kenya			120.00 USD incl. tax	00 hrs (06 pm DOA)	  	included	Y	
The Concord Hotel & Suites	Wangapala Rd	Nairobi	Kenya			129.00 USD incl. tax	24 hrs (06 pm 1day)	  	included	Y	
Jacaranda Hotel Nairobi	Woodvale Close	Nairobi	Kenya			130.00 USD incl. tax	48 hrs (06 pm 2days)	  	included	Y	
Garden Apartments	Lower Kabete Rd, Westlands, Nairobi	Nairobi	Kenya			7 400.00 KES incl. tax	24 hrs (06 pm 1day)	  	included	Y	
Hilton Garden Inn Jomo Kenyatta International Airport	Jomo Kenyatta Airport Mombasa Road	Nairobi	Kenya			75.00 USD incl. tax	00 hrs (06 pm DOA)	  	included	Y	
Sarova Panafric	Kenyatta Avenue	Nairobi	Kenya			79.00 USD incl. tax	00 hrs (06 pm DOA)	  	included	Y	
Comfort Gardens	United Nations Cres 34	Nairobi	Kenya			8 500.00 KES incl. tax	00 hrs (06 pm DOA)	  	included	Y	
Ibis Styles Nairobi Westlands	Rhapta Road Po Box 14746	Nairobi	Kenya			80.00 USD incl. tax	24 hrs (06 pm 1day)	  	included	Y	
Azure Hotel Nairobi ((Ex Royal Orchid Azure))	Lantana Road, Westlands	Nairobi	Kenya			9 090.00 KES incl. tax	24 hrs (06 pm 1day)	  	included	Y	
Tara Suite	United Nations Cres	Nairobi	Kenya			95.00 USD incl. tax	24 hrs (06 pm 1day)	  	included	Y	

There are many hotels, B & B's and guest house accommodation options in Nairobi and within 5 to 10 minutes of the meeting venue (see tripadvisor.com).

Otherwise participants are **advised to make their reservations in the hotel of their choice as early as possible.**

7. Arrival and entry formalities

Visas

Participants should make their own arrangements for their entry visa in Kenya and it is recommended to do so as soon as possible.

Information on visa is available at <https://www.kaa.go.ke/airports/airport-services/immigration-visas/>

Kenya introduced an e-visa system from 2 July 2015. According to the government an application should be done at least 7 days in advance and visitors can stay for up to 90 days with e-visa.

If required, a Letter of Invitation can be issued by the Government of Kenya to facilitate the visa application process.

You must present on entry a return air ticket (for air travellers) and a confirmed hotel reservation.

Passport validity

Your passport should be valid for a minimum period of 6 (six) months from the date your visa for Kenya was issued, and have at least two blank pages.

Yellow Fever Certificate

Yellow Fever vaccination is required for travellers arriving from countries with risk of Yellow Fever transmission. If you cannot present a valid certificate on entry you may need to be vaccinated locally at your expense.

8. Dress code

The dress code for the meetings is Smart Casual.

9. Electricity

In Kenya the power plugs and sockets are of type G. The standard voltage is 240 V and the standard frequency is 50 Hz. It is recommended to delegates to bring adequate adaptors with them.



10. Telephone service

The International dialling code for Kenya is (+254).

11. Internet

Wi-Fi will be available in the meeting area.

Internet service outside the meeting area will be at participants' own expense.

12. Currency and exchange

The Kenyan Shilling is the currency of Kenya. The currency code for Shillings is KES, and the currency symbol is KSh. The current exchange rates (as of 07 December 2019) are given below:

XE Live Exchange Rates



For update visit <https://www.xe.com/?cn=ke>

13. Tourism

Information on tourism in Kenya can be found at the following websites:

- [Kenyan Ministry of Tourism](#)
- [Kenya Tourism Development Corporation](#)
- [Kenya Wildlife Service](#)
- [National Museums of Kenya](#)
- [Kenya Country factsheet](#)
- <https://magicalkenya.com/>