

PROMOTING COOPERATIVE CLIMATE ACTION IN AFRICA

28 – 30 June, 2016

Kigali - Rwanda

INFORMATION SHEET

MEETING VENUE

The **African Carbon Forum 2016** will be held from 28 to 30 June 2016 at:
Kigali Conference & Exhibition Village (former 'Camp Kigali', opposite Central Hospital of Kigali (CHUK))
KN 3 AVE, Kigali

REGISTRATION OF PARTICIPANTS

Registration will start on Tuesday, 28 June 2016 from 08:00 to 09:00 a.m. at Kigali Conference & Exhibition Village (former 'Camp Kigali'). Identification badges will be issued to participants at registration.

CONTACT IN CASE OF EMERGENCY

Rwanda Environment Management Authority (REMA):

Mr. Faustin Munyazikwiye
Director of Climate Change Unit
Tel.: + 250 788462012
Email: fmunyazikwiye@rema.gov.rw
Rwanda Environment Management Authority (REMA)

VISA

Important note on visa requirements

All visitors to the Republic of Rwanda must have a valid passport (at least for six months after date of departure). The participants are also recommended to check if they require a transit visa.

1. There is an efficient and secure way of getting Rwandan visa after simply applying online (Online entry visa) via the following link <https://www.migration.gov.rw/index.php?id=203> Those who will apply online will be facilitated to get a quick response (Acceptance letter which is an approval letter certifying that the applicant will get entry visa upon arrival, and also visa fee is paid on arrival). Participants should be encouraged to use this facility in order to avoid encountering difficulties with Airlines. Most Airlines refuses carrying passengers without a destination visa or any proof of getting the visa.
2. African nationals are not required to apply for online visa. The practice is that all African Nationals visiting Rwanda acquire visa on arrival (at entry point), but are required to pay for visa (30\$).

3. Nationals of the following Countries may come without prior applying for an entry visa in view of bilateral agreement, and do not pay entry visa fee: USA, Germany, Tanzania, Democratic Republic of Congo (DRC), Uganda, Mauritius, South Africa, Kenya, Great Britain, Sweden, Singapore, Hong Kong and Burundi.
4. Participants coming from countries where Rwanda has Diplomatic representations can either apply for visa via Embassies or high commissions. The list of Rwandan Embassies abroad is available via <http://www.minaffet.gov.rw/index.php?id=915&L=lmddqrtq>
5. Participants holding diplomatic, Service Passport and UN Laissez-passer are exempted from visa fee. Entry visa fee is 30USD, Validity: 30 days

For more information, you may visit this website: <https://www.migration.gov.rw/>

Workshop participants are required to make their own arrangements for issuance of entry visa to Rwanda.

For facilitating visa on arrival, following documents have to be provided:

1. Scanned copy of your valid passport

For issuance of an official letter of invitation to support visa application, please contact Ms. Laura Lenz at the UNFCCC secretariat: llenz@unfccc.int.

TRANSPORTATION

Kigali International Airport is located about 7 miles east of the city center in the suburb of Kanombe. There are taxis and airport transfers can also be arranged with the hotels.

In Kigali, short distances can be travelled either on foot, or by taxi-velo (bicycle taxi). Taxi-velos are widespread, and are relatively inexpensive but not allowed in urban areas. A taxi-velo driver will cycle, and the passenger will sit rather precariously on the back.

Motorcycle taxis (taxi-moto) are also popular, especially in Kigali, a normal journey will cost up to \$2. If you look like a foreigner and are walking on the main road, drivers will probably come up to you to offer a ride. Most of the drivers speak basic English or French, some do not.

Taxis are less common, and are best found at taxi stations, by waiting at the taxi sign at bus stops, or by calling them. They are significantly more expensive, even short rides cost 2000 francs, almost \$3, and longer rides can be 5,000 or more (almost \$10).

Slightly longer distances, indeed the whole country, can be travelled by *Twegerane* (literally let's get closer) buses. Rwanda has a good local transportation system for inter-region connectivity, good road system, and has plenty of well-maintained and modern buses and minibuses, some of which have WI-FI. Cars and drivers can be hired from Kigali, and most of the roads are well maintained.

While leaving Rwanda, avoid waiting in cafes for your flight - some flights are often overbooked and may start boarding early without announcement, and you could miss your flight.

ACCOMMODATION

Indicative list of accommodations: (see annex)

HEALTH REQUIREMENTS

With respect to health requirements and precautions to be taken by participants travelling to Rwanda, all participants should consult and seek medical advice from their physicians/doctors and take medical precautions as advised.

There are certain diseases and illnesses that can be dangerous in Rwanda. Make sure to consult a doctor before departing to ensure having gotten the proper vaccinations and immunizations.

Vaccination against yellow fever is required for all travelers who are 9 months or older before entering Rwanda. It is also recommended to be vaccinated against Hepatitis A which can be contaminated through food or water, regardless where you are eating or staying. Vaccination against Typhoid is also recommended especially if you plan visiting smaller cities or rural areas.

Malaria: Prophylaxis is also recommended for all areas in Rwanda.

You are strongly advised to obtain international travel and medical insurance to cover the period of your departure for the meeting until the time of your return as indicated above.

GENERAL INFORMATION ON DURING YOUR STAY IN RWANDA

Respect: Rwanda is a conservative society; most people dress modestly, especially women.

Greetings are extremely important in Rwanda. It is impolite not to return a greeting or to start a conversation without a proper greeting.

Currency: The currency is the Rwandan Franc (RWF). As of April 2016, 1 US Dollar (USD) is equivalent to 760 RWF's. Foreign currencies can be exchanged at the airport and at various foreign currency bureaus; a positive identification travel document is required. The bank exchange rate varies on a daily basis.

ATMs: There are ATMs all over Kigali, in every bank branch. Depending on your bank, this can be a much cheaper way to get francs because the ATMs use a much better exchange rate than currency exchanges. There are banks in Kigali with counter service for withdrawals.

Credit cards: Use of credit cards in Rwanda is limited. Some national Banks, Restaurant/Bar and hotels accept visa and master cards.

Cash: The legal tender in Rwanda is the Rwandan franc (RWF). US Dollars are NOT accepted for purchases.

Drinking Water: The quality of tap water is good in most places, although taste may vary. Bottled water is recommended for foreign visitors.

Security: Security is guarantee 24 hrs in Kigali.

Electricity: 220V/50Hz (European plug).

Language: Kinyarwanda is the chief spoken language in Rwanda.

English and French are also official languages, and many residents will speak one or the other in addition to Kinyarwanda. A good number of People also speak Swahili.

Telephone country code: +250

Temperature/Weather: Although Rwanda is located only at two degrees south of the equator, its high elevation makes the climate temperate. Rwanda has two rainy seasons (February to April and November to January).

The annual rainfall averages is 800 mm but it is generally more in the western and north-western mountains than in the eastern savannas. During July and August, average temperatures vary between 25 and 29°C.

Time zone: GMT/UTC + 02:00 hour

Business Hours: 24hrs/24

Business offices: 07:00 AM to 05:00 PM

Banks: 08:00 AM to 08:00 PM

Shops: 24 hrs for various Big supermarkets (NAKUMAT, SIMBA ...)

INTERESTING PLACES TO VISIT IN RWANDA

Kigali City, Volcanoes National Park, Nyungwe National Park, Akagera National Park, Lake Kivu (Rubavu, Karongi), Lake Muhazi. For more details for each destination please follow this link:

<http://rwandatourism.com/destinations>

ANNEX

List of hotels around the workshop venue

Hotel	Address/webpage	Distance to Camp Kigali (in km)	Rate (USD) from
Serena Hotel	KN 3 Ave, Kigali Tel.: +250 788 184500, +250 252 597100 http://www.serenahotels.com/serenakigali/default-en.html	0.2	275
Hotel Isimbi	KN 78 St, Kigali Tel: +250 786090557, (+250)252 572578, +250 252 572581 hotelisimbi@hotmail.com	0.9	50
Gloria Hotel	25 KN 59 st, Kigali Tel.: +250 788 930 233 www.gloriahotelrwanda.com	1.2	70
Hôtel des Mille Collines (the legendary Hotel Rwanda)	2 KN 6th Ave, Kigali Tel: +250 788 192 530 http://h-rzn.com/a371881/index.htm?lbi=gg	1.4	190
5 Swiss Hotel	KN 25 Street 2, Kigali Tel: +250 (0)785511155 www.5swisshotel.com	1.6	100
Hill View Hotel	KN 25 St, Kigali Tel.: +250 783 462 500, +250 252 576 642 www.hillviewhotelrwanda.com	1.7	80
Hotel Okapi	KN 87 St, Kigali Tel: +250 252 571 667, +250 787 335 162, +250 728 335 162 www.okapihotelrwanda.com	2	60
Iris guest house	9 KN 33 St, Kigali Tel.: +250 785806300, +250 788465282 or +250 728501181 www.irisguesthouse-rw.com	2	100
Hotel Karisimbi	5 KN 41 St, Kigali Tel: +250 733335551, +250 783357561 +250 788599816 www.hotelkarisimbi.com	2.5	130
Urban by CityBlue	KN 51 St, Kigali Tel: +250 7878 1111 www.citybluehotels.com	2.5	130
Step Town Motel	KN 54 St, Kigali Tel.: +250 252500275, +250 252500277 www.stipphotelrwanda.com	2.6	100



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Stipp Hotel Kiyovu	KN 54 St, Kigali +250 252 500 277 www.stipphotelrwanda.com	4	100
Top Tower Hotel	KG 7 Ave, Kigali Tel.: +250 252 553100 or 250 788 301225 www.toptowerhotel.com	7	100
Lemigo Hotel	KG 624 St, Kigali Tel: +250 784 040 924 http://www.lemigohotel.com	7.5	180
Ninzi Hotel	KG 543 St, Kigali Tel: +250 788 759 357, +250 252587711, +250 252587714	7.5	60
Umubano Hotel	4 KG 7 Ave, Kigali Tel: +250 252 59 35 00 www.umubanohotel.rw	8	135
Alpha Palace Hotel	KN 3 Rd, Kigali Tel.: +250 788304947 (or) +250 788535981 www.alphapalacehotel.com	9.4	60
Five to Five Hotel	KG 213 St, Kigali Tel.: +250 784 936 392 www.fivetofivehotel.com	9.5	90
Sportsview hotel	KG 17 Ave, Kigali Tel.: +250 280 900 514, +250 788 301 003, +250 788 301 109, +250 783 900 514	9.5	100