

INTERNATIONAL CIVIL
AVIATION ORGANIZATION

ORGANIZACIÓN DE AVIACIÓN
CIVIL INTERNACIONAL



ORGANISATION DE L'AVIATION
CIVILE INTERNATIONALE

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File Ref: ES AN 4/54 - 0174

11 March 2004

Subject: Third Meeting of the RVSM/RNAV/RNP Task Force (Nairobi, 22 -23 April 2004)

Action required: Reply by 2 April 2004

Sir/Madam,

I have the honour to inform you that the third meeting of the RVSM/RNAV/RNP Task Force will be held at the ICAO Eastern and Southern African Office, Nairobi from 22 to 23 April, 2004.

Please find enclosed the Provisional Agenda (**Attachment A**) and the Information Bulletin (**Attachment B**). You may wish to recall that the APIRG/14 meeting instructed the Task Force to complete the RVSM Implementation Strategy/Action Plan by 31 December 2003. The plan was circulated to States for comments. The Task Force will update the strategy/action plan during the meeting.

You will also recall that APIRG, the Air Navigation Commission and the Council of ICAO have emphasized the importance of members playing an active role by attending all meetings as well as contributing by way of working papers (WPs).

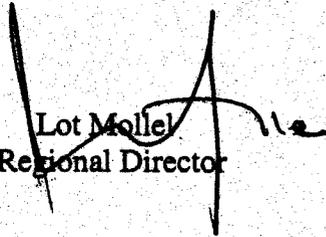
In this regard and in order to facilitate processing of the working papers, you should forward those prepared by you to reach this office as early as possible but not later than **2 April 2004** preferably by e-mail. In accordance with established procedures governing task force meetings the meeting will be conducted in English only.

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Kindly advise me as soon as possible but not later than 2 April, 2004 regarding:

- a) Your participation in the meeting;
- b) The name, address, telephone or fax numbers of your nominee(s) and adviser(s) if any;
- c) Any supporting documentation or working papers your nominee(s) or yourself wish to present to the meeting.

Accept, Sir/Madam, the assurances of my highest consideration.


Lot Mollé
Regional Director

Attachments: Provisional Agenda and Information Bulletin

RVSM/RNAV/RNP/TF/3 MEETING

NAIROBI, 22-23 APRIL 2004

PROVISIONAL AGENDA

Agenda Item 1

Review and follow-up action of conclusions of second meeting of RVSM/RNAN/RNP Task Force

Agenda Item 2

Review of RVSM Strategy/Action Plan

Agenda Item 3

Review of the outcome of RVSM Seminar

Agenda Item 4

Any Other Business

GENERAL INFORMATION BULLETIN

1. Site of the Workshop

1.1 The meeting will be held at the ICAO ESAF Office, Nairobi. Registration of the participants will start at 0830 hours on 22 April 2004. The office postal address, fax, telephone numbers and e-mail are as follows:

1.2 ICAO, Eastern and Southern African Office, United Nations Accommodation, Limuru Road, Gigiri, P. O. Box 46294, Post Code -00100, Nairobi, Kenya. Telephone 622395, 622396, 622374, 622399 and 622400. Fax:254-20-621092/623028.
E-mail: icao@icao.unon.org.

2. Transportation

2.1 Transportation to and from the meeting site will be provided to participants. The bus will depart from The Six Eighty Hotel at 0800 hours everyday.

3. Climate

3.1 Average temperature in Nairobi in April is around 20⁰. In normal circumstances, the month of April is rainy.

4. Visas

4.1 Kenyan entry visas are not required for nationals of a number of countries. Participants are therefore advised to ascertain whether or not they are exempt from the Kenyan entry visa requirements.

4.2 Entry Visas may be obtained from a Kenyan Embassy or, where there is no Kenya Diplomatic Representation, from the British High Commission or Consulate.

5. Health

A yellow fever vaccination certificate is mandatory. Visitors to Kenya arriving from cholera infected areas should have valid vaccination certificates.

6. Airport Tax

6.1 Departing passengers are required to pay airport Tax of US\$40. If this is not already incorporated in the ticket fare.

7. Exchange Rate

7.1 The Kenyan shilling exchange rates are determined by the inter bank trade which varies daily. The mean rate for 1 United States Dollar in April is approximately Kshs.78.00.

8. Security

8.1 The number of crime incidents in Nairobi has been on the increase. Precautions, therefore, have to be taken to avoid unpleasant experiences that sometimes can even turn into personal injuries. The following advice is given to assist you in protecting yourself against being victims of criminal action and to ensure that your stay in Kenya is safe and trouble free.

8.2 Mugging in the streets is not confined to night attacks, but can occur at any time, anywhere, during the day. To avoid being an easy victim, it is recommended to take the following precautions:

- a) Do not carry **or display** large sums of money when shopping and do not wear jewellery when walking in the streets.
- b) Do not talk to strangers on the street; simply show confidence and act as if you know where you are going.
- c) Be alert when approached or stopped for whatever reason by one or a group of young people, as they usually are expert pick-pockets.
- d) Under no circumstances should you walk in the streets in Nairobi at night. Even for short distances, take a taxi. Do not take any car offering services as a taxi. Confine yourself to the Kenatco accredited taxis (Tel.225123, 221561, 338611 and 822356) and the “London Taxis” available in the city centre.

8.3 When faced with a criminal action, the best reaction is to calmly give in to the offender. From experience of previous incidents, the person who does not react violently usually comes out unhurt.

9. Hotels:

9.1 The following Hotels are conveniently located in relation to the bus route list attached. The rates quoted are those in effect as of July 2003 and are subject to confirmation on placement of reservation. Participants are asked to make their own reservations direct.

List of Hotels/Rates

HOTEL	RATES TARIFF US \$	ADDRESS	TELEFAX NO.	TELEPHONE	Email
Intercontinental Hotel	Superior Rm. 85.00+28% (SO) 105.00+28% (DO)	Cr. City Hall Way, Uhuru Highway	254-20- 32000030/ 32000036	254-20- 261000/32000000/ 32000210	nairobi@interconti.com
Holiday Inn	90.00 (SBB) incl. 115.00 (DBB)	Cor. Parklands Road and Mpaka Lane	254-20-748823	254-20-740920/1 740906	Mayfair@africaonline.co.ke
Six Eighty Hotel	30.00 (SO) incl. 65.00 (BO) incl.	Cr. Muindi Mbingu Street/Kenyatta Avenue	254-20-332908	254-20-332680	
The Stanley Hotel	95.00 Deluxe Room (Single or Double (BO)) 140.00 Club Room (Single or Double)	Cr. Kenyatta Avenue/Kimathi Street	254-20-229388	254-20-228830	reservations@thestanley.sar ova.co.ke
			Reserv. 254-20-715566	Reserv. 254-20-713333	
Hilton Hotel	85.00 (SBB) incl. 105.00 (DBB) incl.	Mama Ngina Street	254-20-250099 or 226477	254-20-25000	Hilton@africaonline.co.ke
Nairobi Safari Club	95.00 (SUO) 105.00 (DUO)	University Way/Koinange Street	254-20-331201	254-20-251333	nsclub@africaonline.co.ke
Meridian Court Hotel	41.00 (SO) 55.00 (DO)	Murang'a Road, off Moi Avenue	254-20-333658	254-20-333916	
Landmark Hotel	98.00 (SBB) 117.00 (DBB)	Chiromo Road, Westlands	448977	254-20-448713/7	Reservations@sarova.co.ke
Grand Regency	85.00 (SB) + 28% taxes 95.00 (DBB)	Loita Street	254-20-217120	254-20-228820	
Ambassador Hotel	45.00(SB) 60.00(DB)	Moi Avenue	254-20-336860	254-20-336809	

These rates are subject to change without notice.

DB = Double, Bed & Breakfast; SBB = Single, Bed and Breakfast, SO, DO= Bed only.

SUO = Suite, Bed only

Note: When making their reservations, Delegates should specify that they are attending an ICAO meeting in order to be accorded special rates for ICAO.

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