



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: ES LE 1/8 - 0301

2 June 2010

Subject: Invitation to ICAO/AFCAC Legal Seminar (Nairobi, 23 and 24 June 2010) – Revised letter

Action required: Please reply no later than 11 June 2010

Sir/Madam,

I have the honour to refer to my letters Ref ES LE 1/8-0235 and -0296 dated 5 and 27 May 2010, respectively, and to reiterate that ICAO, in conjunction with the African Civil Aviation Commission (AFCAC), will be holding a Legal Seminar for States of the Africa-Indian Ocean (AFI) Region. The Seminar will take place in Nairobi, Kenya, on 23 and 24 June 2010.

The Seminar is intended to inform and update government officials and the industry on a number of subjects in the field of aviation law, primarily those that will form the focus of discussions during the Diplomatic Conference on Aviation Security to be held in Beijing, China, from 30 August to 10 September 2010.

Attendance is recommended for officials responsible for international aviation law, aviation security, and related matters in their respective States. The Seminar will prove particularly useful to officials likely to be participating at the Diplomatic Conference in Beijing.

In order to ensure a wider participation among stakeholders in the AFI Region, the Seminar will be conducted in both English and French by officials from ICAO and other experts.

The Seminar Programme is enclosed as **Attachment A**. For information on hotel accommodation and visas, and pre-registration, please refer to **Attachment B**.

In order to facilitate the necessary administrative arrangements, you are kindly requested to reply, no later than 11 June 2010, directly to Mr. Denys Wibaux, Director, Legal Affairs and External Relations Bureau, 999 University Street, Montréal, Quebec, Canada H3C 5H7, facsimile No. (514) 954-8032, E-mail: dwibaux@icao.int; with a copy to the Regional Director, ICAO Eastern and Southern African Office, Email icao@icao.unon.org.

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

Geoffrey P. Moshabesha
Regional Director
Eastern and Southern African Regional Office

Enclosures:

- A – Seminar Programme
- B – Information on hotel accommodation and visas, and re-registration

Eastern and Southern African Office
United Nations Office at Nairobi
P.O. Box 46294,
00100 Nairobi, Kenya

Tel. No: 254 (20) 7622395 (ICAORD)
254 (20) 7622396 (ICAODEPRD)
254 (20) 7622391 (TECH. COOP)
254 (20) 7622399 (ADMIN)
Fax No: 254 (20) 7621092
E-Mail: icao@icao.unon.org

**ICAO LEGAL SEMINAR
NAIROBI (23 – 24 JUNE 2010)**

PROGRAMME

WEDNESDAY, 23 JUNE 2010

- | | | |
|----|---|---------------------|
| 1. | Registration | 9:00 – 10:00 hours |
| 2. | Opening Addresses
- Mr. Geoffrey Moshabesha, ICAO Regional Director
- Mr. Denys Wibaux, Director, Legal Affairs
and External Relations Bureau, ICAO | 10:00 – 10:45 hours |
| 3. | Overview of the Existing Aviation Security Conventions | 10:45 – 11:15 hours |
| | Coffee Break | 11:15 – 11:35 hours |
| 4. | Draft Amendments to the Montreal Convention of 1971
and The Montreal Protocol of 1988 | 11:35 – 12:30 hours |
| | Lunch | 12:30 – 14:00 hours |
| 5. | Draft Amendments to The Montreal Convention of 1971
and The Montreal Protocol of 1988 (Continued) | 14:00 – 15:00 hours |
| | Coffee Break | 15:00 – 15:20 hours |
| 6. | Draft Amendments to The Hague Convention of 1970 | 15:20 – 16:20 hours |
| 7. | Discussion | 16:20 – 17:00 hours |

THURSDAY, 24 JUNE 2010

- | | | |
|----|--|---------------------|
| 1. | Certain Specific Issues in the Draft Amendments | 9:30 – 10:30 hours |
| | Coffee Break | 10:30 – 10:55 hours |
| 2. | Discussion and Consultation | 10:55 – 12:00 hours |
| | CLOSING REMARKS | 12:00 hours |



INTERNATIONAL CIVIL AVIATION ORGANIZATION

ICAO Legal Seminar (Nairobi, Kenya, 23 and 24 June 2010)

INFORMATION BULLETIN

1. VENUE

The ICAO Legal Seminar will be held at the ICAO Eastern and Southern Regional Office, United Nations Office, Nairobi, Gigiri, on 23 and 24 June 2010.

2. REGISTRATION

Participants are requested to pre-register by filling the **attached** attendance notification form and sending by fax or e-mail to us. Based on the duly completed form received by us, name badges will be issued on site. Participants will be required to reconfirm their registration at the registration desk of the United Nations.

3. OPENING SESSION

The official opening of the seminar will take place on 23 June 2010 at 9.00 a.m.

4. WORKING LANGUAGE

The workshop will be conducted in English.

5. HOTEL INFORMATION

5.1 Participants are requested to make their own hotel reservations. A list of recommended hotels is **attached**.

6. TRANSPORTATION

6.1 Jomo Kenyatta International Airport is situated 16 kilometers (about 20 minutes drive) from the city centre. The fare from the airport to the city centre by special buses (namely City Hoppa and Double M) is Ksh 60. Taxis are readily available; the taxi fare from the airport to the city centre is between Kshs 1000 -1500. The list of recommended taxis is listed below.

BUZZ A CAB : Tel: +254 (0) 721 34 95 90 /(0)734 82 85 85
Land line +254 20 828585 or 828774
(From airport to Panari Hotel Ksh.600 and for airport to city centre is between ksh.1000 - 1500)

KENATCO : Tel: +254 20 824248/+254 20 225123/+254 20 230771/+254 20 230772
(From airport to Panari Hotel Ksh. 900, and from airport to city centre) between Ksh 1200 - 1500)

JATCO TAXIS: Tel: +254 20 4448162/0722648383/0722725131/ 0733 701494 Fax: 4442114
(from airport to Panari Hotel Ksh.800 and airport to City Centre between Ksh.1200-1500)

6.2 Transport to and from ICAO Regional Office will be provided to all participants. The bus will depart from 680 Hotel at 07:00 hours. All participants residing in other hotels will be expected to proceed to 680 Hotel before this time. The bus will then proceed to ICAO REGIONAL OFFICE, UNITED NATIONS OFFICE, GIGIRI, NAIROBI, KENYA.

7. VISA

7.1 While all travellers arriving in Kenya should have a valid passport, Kenya entry visas are not required for nationals from some countries. Participants are therefore advised to ascertain whether or not they are exempt from the Kenyan visa requirements at our respective embassies.

7.2 Those who are not exempt should apply for visas well in advance from Kenya High Commissions or Embassies, which will issue them upon the presentation of documentation showing that the applicants are designated representatives to a particular UN meeting to be held in Nairobi. For countries with no Kenya High Commission or Embassy, the British Embassy or High Commission will generally represent Kenya and be in a position to issue visas.

8. HEALTH

8.1 Participants must ensure they take out travel insurance (including health) from their home country for the duration of their stay in Nairobi.

8.2 Presentation of yellow fever certificate at the point of entry is highly required for the following African countries – Angola, Benin, Burkina Faso, Burundi, Comoros, Central African Republic, Chad, Congo, DRC, Ivory Coast, Ethiopia, Gabon, Gambia, Ghana, Guinea Bissau, Guinea Equatorial, Liberia, Mali, Mauritania, Mozambique, Niger, Nigeria, Somalia, Congo, Rwanda, São Tomé e Príncipe, Senegal, Sierra Leone, Tanzania, Togo, Uganda. If the certificate cannot be made available, vaccination will take place on point of entry against payment of 15\$.

9. WEATHER AND LOCAL TIME INFORMATION

Cold Wet season –June to late July

The month of June is the end of the rainy season and temperatures begin to drop. The mean minimum temperature is about 12°C, and mean maximum is about 23°C. Warm clothing is recommended particularly in the morning.

10. LOCAL CURRENCY AND FOREIGN EXCHANGES RATES

10.1 The basic unit of currency is the Kenyan shilling (Ksh), which is divided into 100 cents. There are silver and bronze coins of 1 shilling; bronze 5 shillings, 10 shillings and 40 shillings. Notes are issued in denominations of 50, 100, 200, 500 and 1000 shillings.

10.2 Kenya shilling exchange rates are determined by the inter bank trade which varies daily. The dollar rates fluctuate from Ksh.70 to 80.

10.3 There is no limit to the amount of foreign bank notes or traveller's cheques, which visitors may bring into Kenya. However, the export of Kenya currency by visitors is strictly forbidden. A maximum of 400 shillings may be taken out.

10.4 Commercial banks and Forex bureaux provide exchange facilities. Most banks are open between 9.00 am to 4.00 pm from Monday to Friday and between 9.00 am to 12.00 am on the first and last Saturday of the month. Hotels also offer exchange facilities but at a small extra fee. For those who may need Kenyan currency immediately on arrival, the banks at Jomo Kenyatta international airport are open daily from 7.00 am to midnight and will change foreign currency into Kenya

shillings. Please keep a receipt after changing your foreign currency to enable you to change back the remaining shillings into foreign currency when you are leaving the country.

11. HOURS OF BUSINESS

The working week in Kenya runs from Monday to Friday (0800-1700hrs) and Saturday (0800-1300 hrs) and Sunday being a holiday.

12. ELECTRICAL SUPPLY

Local voltage is 220/240 V 50 Hz

13. TELEPHONES

World wide direct connections are available, using the international code or telephone operator if necessary.

From abroad dial 254 followed by required number. There are 4 mobile operators: Orange, Safaricom, YU and Zain.

LIST OF HOTELS - 2010

HOTEL	RATES TARIFF US \$	ADDRESS	TELEFAX NO.	TELEPHONE	EMAIL
Tribe Hotel	220.00 (SBB) Free shuttle transfer to/from UN Gigiri to the hotel from 7 a.m. to 9 a.m. every 30 minutes and 4.30 p.m. to 6.00p.m. every 30 minutes	1km from UN offices in Gigiri Market Hotel P O Box 1333 Nairobi – 00621	254-20-7200110	254-20-7200106	reservations@tribehotel-kenya.com
Intercontinental Hotel	185.00 (SBB) 205.00 (DBB)	Cr. City Hall Way / Uhuru Highway	254-20-32000030	254-20- 32000000	reservations@interconti.co.ke / Josephine.wakhu@icnairobi.com
Holiday Inn	199.00 (SBB) 224.00 (DBB)	Cr. Parklands Road / Mpaka Lane	254-20-3748823	254-20- 3740920/1 3740906	admin@holidayinn.co.ke khaveres@holidayinn.co.ke
SixEighty Hotel	Ksh.4,105.00(SBB) Ksh.5,775.00(DBB)	Cr. Muindi Mbingu Street / Kenyatta Avenue	254-20-332908	254-20-315680	info@sentrim.com
The Stanley Hotel	Ksh.10,850.00(SBB) Ksh.13,650.00(DBB)	Cr. Kenyatta Avenue/Kimathi Street	254-20-249757 Reserv. 254-20-2715566	254-20-316377 Reserv. 254-20-2713333	reservations@sarova.co.ke
Hilton Hotel	US\$113 (SBB) US\$138 (DBB)	Mama Ngina Street	254-20-250099	254-20-2790000	Reservations.nairobi@hilton.com Benard.itebete@hotmail.com sales@nairobisafariclub.com
Nairobi Safari Club	US\$160.00 (SBB)* US\$180.00 (DBB)*	Cr University Way / Koinange Street	254-20-224625 or 215137	254-20-251333	sales@nairobisafariclub.com
Meridian Court Hotel	Kshs. 5250.00 (SBB) Kshs. 6350.00 (DBB)	Murang'a Road, off Moi Avenue	254-20-333658	254-20-313991 /317484 /313135	info@Meridianhotelkenya.com
Jacaranda Hotel	US\$188.00 (SBB) US\$234.00 (DBB)	Chiromo Road, Westlands		254-20- 4448713/4/5/6/7	Sales-jngroup@africanonline.co.ke jsian@laicoregencyhotel.co.ke
Grand Regency	US\$185.00 (SBO) US\$210.00 (DBO)	Loita Street	254-20-217120	254-20- 228820 254-20 - 211199	jsian@laicoregencyhotel.co.ke
Ambassador Hotel	US\$45.00(SBB) US\$55.00(DBB)	Moi Avenue	254-20-336860	254-20-242933 226733	hotelambassador@nbi.ispkenya.com
Windsor Hotel	183.00 (SBB) 245.00 (SBB)	Off Kiambu Rd	254 20 8560160/1	254 20 8562300	admin@windsor.co.ke
The Panari Hotel	US\$150.00 (SBB) US\$180.00 (DBB)	Mombasa Road	254 20 828985	254 20 828990/3 254 20 6946000	info@panarhotel.com sherri.a@panarhotels.com

A dollar is changing at 74 – 77 Kenya shillings.

These rates are subject to change without notice.

DBB = Double, Bed & Breakfast; SBB = Single, Bed and Breakfast

Note: When making the reservations, please specify that you are attending an ICAO meeting in order to be accorded special rates for UN.



INTERNATIONAL CIVIL AVIATION ORGANIZATION
ICAO Legal Seminar (Nairobi, Kenya, 23 and 24 June 2010)

REGISTRATION FORM

First Name (in full) _____

Family Name (in full) _____

Title _____

States _____

Organization _____

Address _____

Telephone/Fax _____

E-Mail _____