



ICAO

International Civil Aviation Organization

African Flight Procedure Programme

PBN Airspace Design Workshop Nairobi, Kenya, 18 - 22 September 2023

INFORMATION BULLETIN

1. Venue of the meeting

1.1. The PBN Airspace Design workshop will take place at the East African School of Aviation (EASA), in Nairobi, Kenya from 18 to 22 September 2023.

1.2. The workshop focal points are:

1.3. For ICAO WACAF Regional Office:

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1.4. For AFPP:

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Web page : <http://www.icao.int/WACAF/African-FPP/pages/default.aspx>

1.4.1. Focal point at Nairobi:

Roseline Mumbo

AIM Lecturer

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Email : rmumbo@kcaa.or.ke

2. Language

2.1. The workshop will be conducted in English.

3. Registration

3.1. The registration of participants will take place at the venue of the workshop on Monday 22 September 2023 from 08:00 to 08:30 hours UTC.

4. Opening Session

- 4.1. The opening session of the workshop will take place on Monday 18 September 2023 at 09:00 hours UTC.

5. Documentation

- 5.1. The workshop will be paperless and all related documentation will be posted at www.icao.int/WACAF/Pages/PANS-OPS.aspx and www.icao.int/wacaf/african-fpp. Participants are advised to bring their laptops.

6. Weather

- 6.1. The mean temperature in Nairobi is 17° in September and the weather could be subject to rain showers. The local time in Kenya is UTC+3.

7. Entry visas

- 7.1. Participants are hereby advised that there are **no visas issued on arrival in Kenya**. In this regard, participants should ascertain with the respective Kenya Embassies or High Commissions in their country of residence as to whether or not they are exempt from the Kenya entry visa requirements. Visas to Kenya may be applied for and obtained from a Kenya High Commission or Embassy abroad. In applying for the visa, it is advisable to furnish the Kenya High Commission or Embassy with the letter of invitation from ICAO, together with other documents which may be required by the High Commission or Embassy.

- 7.2. Alternatively, participants can also apply online for e-visas to Kenya via the link:

<https://www.ecitizen.go.ke>

- 7.3. The online application process is described below:

- a) Create an account as ‘Visitor’;
- b) Once verified go to Directorate of Immigration;
- c) Complete the e-Visa Application;
- d) Select Single Entry visa type;
- e) Upload documents such as Letter of invitation to the meeting, passport copy;
- f) Once approved print out the e-Visa approval;
- g) The visa processing fees are 50 USD.

- 7.4. **It is important to apply for visas in advance and at least three weeks before the start of the workshop to avoid last-minute delays and inconvenience.**

8. Health

- 8.1. It is strongly recommended for participants to have travel insurance (including health) for the duration of their stay in Kenya. Participants should particularly ensure that their insurance is applicable in Kenya. Furthermore, they should carry evidence of current health/hospitalization insurance such as cards that may be produced to health institutions should the need arise. Participants are also encouraged to provide information during registration, on their next of kin who may be contacted on behalf of the participant should the need arise.

8.2. General Travel requirement as per Kenya Civil Aviation Authority notice issued with effect from 09 September 2022:

- a) All travellers above the age of 12 years arriving into the country through any point of entry will be required to show proof of either COVID-19 vaccination or a negative COVID-19 PCR test conducted not more than 72 hours before departure. NB: Vaccination means having received the prescribed doses of specific vaccine latest shot at least fourteen (14) days before arrival (not including the day of vaccination).
- b) Travellers below the age of twelve (12) years shall be exempt from the requirements of a vaccination certificate or Pre departure PCR test.
- c) Any traveller above the age of twelve (12) arriving at any point of entry with no proof of vaccination or a PCR test or those with flu-like symptoms shall be subjected to a rapid antigen test at their own cost of 30 USD.
- d) Any person who tests positive on antigen RDT will be subjected to entry PCR test at their own further cost of 50 USD and self-isolate as per MOH guidance on isolation.
- e) Any traveller arriving at any port of entry into Kenya with flu-like symptoms will be required to fill the passenger locator form on the 'jitenge' platform: https://ears.health.go.ke/airline_registration/ and to undergo rapid antigen test at own cost regardless of age or vaccination status. If positive on antigen test, they will be required to undergo a COVID-19 PCR test own cost.
- f) Passengers traveling out of the country, will be required to abide by the particular travel, health and COVID-19 related requirements of the transit and destination country
- g) Pre-departure RDT or PCR testing may be considered at the discretion of any of the airlines departing from or terminating in Kenya. KCAA site: <https://www.kcaa.or.ke/>.

8.3. Presentation of a valid yellow fever certificate at the point of entry is required for persons who originate from or have travelled to States where yellow fever is described by the World Health Organization (WHO), as endemic, including the following States:

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 and Príncipe, Senegal, Sierra Leone, Tanzania, Togo and Uganda.

- 8.4. Persons who fail to produce a valid yellow fever vaccination certificate to the port health officials may be required to take the vaccination at the point of entry against payment of US\$15 (subject to change by the appropriate authority). The officials may take other action in accordance with applicable regulations and procedures. For more information participants may wish to visit the World Health Organization (WHO) website <http://www.who.int/ith/> for information on Kenya.

9. Banks and Currency

- 9.1. The basic unit of currency is the Kenyan shilling (KSH.), which is divided into 100 cents. There are silver and bronze coins of 1, 5, 10, 20 and 40 shillings. Notes are issued in denominations of 50, 100, 200, 500 and 1000 shillings.

- 9.2. The Kenya shilling exchange rates are determined by the interbank trade which varies daily. Participants may wish to obtain current information from the internet.

- 9.3. Commercial banks and forex bureaus 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 noon on the first and last Saturday of the month. Some forex bureaus may be open outside these hours. Hotels also offer exchange facilities but at an extra fee and/or less favourable rates. On arrival at Jomo Kenyatta International Airport (JKIA), forex services are available within customs hall, from 7.00 am to midnight.

10. Accommodation and transport

- 10.1. A list of recommended hotels is attached hereto, and participants are required to make their own reservation online or on phone to the hotel of their choice from the list of hotels.
- 10.2. Participants are informed that no transport service will be made available from the hotels to the course place.

11. Security

- 11.1. As in many large cities, crime is prevalent within Nairobi. It is advisable to check with the hotel reception regarding security within the surrounding areas. It is also advisable to use taxis or transport arranged by the hotel reception to visit shopping complexes, to go sightseeing or to travel for any other purpose.

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