



June 30–July 1, 2025 | Nairobi, Kenya

GENERAL LOGISTICS INFORMATION

Greetings! We look forward to your arrival in Nairobi. Here is some useful information to help you prepare for your trip:

Weather

Kenya offers mild days with chilly early mornings and evenings during June and July, which is the cool season in Nairobi. You can expect overcast or misty mornings with low temperatures, so a warm layer is recommended. While rainfall is generally minimal during this period, the air remains crisp and cool, particularly in shaded or elevated areas. Occasionally, the sun may break through in the late morning or early afternoon, offering short periods of warmth. Dressing in layers will help you stay comfortable throughout the day.

Language

English is the business language while Kiswahili is the national language.

Getting to Kenya

Kenya is well served by major international airlines, which fly into Jomo Kenyatta International Airport (Nairobi) or Moi International Airport (Mombasa). Mombasa is a popular charter destination from most major European cities. Yellow fever and cholera vaccine certificates are required only for visitors arriving from countries where these diseases are endemic. Check with your embassy and/or local health office for more details.

Safety and Security

The CIFOR-ICRAF Nairobi campus is situated within Gigiri, a well-secured diplomatic enclave in Nairobi. This area hosts a number of key diplomatic missions, including the United Nations Office at Nairobi (UNON), the U.S. Embassy, and the Indian High Commission.

Gigiri benefits from one of the highest police-to-resident ratios in the country and is served by Kenya's Diplomatic Police Unit (DPU), making it one of the safest neighbourhoods in Nairobi. It is generally safe to walk around during the day; however, night-time walks are not recommended.

For any safety or security-related concerns, please contact:

Peter Murunga

CIFOR-ICRAF Security Manager
+254 715 367 758
p.murunga@cifor-icraf.org

CIFOR-ICRAF Security Control Room
+254 722 710 459
control_room@cifor-icraf.org

Clothing

The dress code for the conference is business casual. Nairobi is currently experiencing its typical cool and mostly dry June–July weather. Mornings and evenings can be quite chilly, so we recommend dressing warmly and in layers to stay comfortable throughout the day. Although rainfall is generally minimal during this period, it is advisable to carry a light jacket or umbrella in case of occasional showers.

Money/Currency

The official currency in Kenya is the Kenya Shilling (KES). It is freely exchangeable, and most hotels, restaurants, and major establishments accept major credit cards. There is a bank located at the CIFOR-ICRAF campus where you can exchange major foreign currencies for Kenya Shillings. Please note that exchange rates fluctuate daily, so it is advisable to check current rates before making large transactions.

Communications

Mobile phone, telephone, and internet/email services are widely available in Kenya. The country dialing code is +254, and the city code for Nairobi is 020. If you wish to purchase a local SIM card, these are readily available from Safaricom outlets and other mobile service providers. Please note that you will be required to present your passport when registering for a SIM card, as part of Kenya's telecommunications regulations.

Arrival at the Jomo Kenyatta International Airport (JKIA)

Please note that visas are not issued upon arrival at the airport. All nationals who require a visa must apply in advance through the official portal: www.ecitizen.go.ke. If a visa is required, ensure you carry a printed copy to present to Customs upon arrival at Nairobi's Jomo Kenyatta International Airport (NBO).

In addition, travellers must have a valid passport and, where applicable, a Yellow Fever vaccination certificate. (Yellow Fever and Cholera vaccinations are only mandatory for visitors arriving from countries where these diseases are endemic. Please consult your local health authority or embassy for current requirements.)

Daily transfers/transport

Daily group transport has been arranged between the Trademark Hotel, Holiday Inn, and World Agroforestry (ICRAF).

- Holiday Inn: Please be assembled at the front of the hotel by 7:30 a.m. for departure.
- Trademark Hotel: Please be assembled at the front of the hotel by 7:45 a.m. for departure.

Return transfers from ICRAF will depart as follows:

- 30th June: 6:00 p.m.
- 1st July: 4:30 p.m.

IT Support at the Hotel and ICRAF

Internet connectivity is available at both the hotel and the CIFOR-ICRAF Nairobi campus. Should you require any IT assistance during the summit, support will be available on site.

Medical, Insurance and Emergency Contacts

CIFOR-ICRAF will provide basic travel and health insurance for all participants. Please share your emergency contact details (name, relationship, phone number, and email address) with:

Sallyannie Muhoro

Email: s.muhoro@cifor-icraf.org

Tel: +254 720 554 927

Registration

All participants are kindly requested to wear their nametags at all times during the summit for identification purposes.

Coffee/Tea

- During the summit, early morning tea with light snacks will be served at 8:00 a.m.
- There will also be mid-morning and afternoon tea breaks, scheduled in line with the conference programme. Tea and coffee will be served outside the conference hall during these breaks.

Lunches and dinner

- Lunch will be served on the lawns at CIFOR-ICRAF, according to the programme schedule.
- A dinner will be hosted at the Trademark Hotel on 30th June, starting at 6:30 p.m.
- Transport will be provided for participants staying at both the Holiday Inn and Trademark Hotel.
- Any dietary requirements can be communicated to: Judy Munene: +254 701079994 | j.munene@cifor-icraf.org

Taxi: For travel outside the hotel, we recommend using branded taxi services for safety and reliability. Trusted options include Motogari Transport Services and Uber.

General information about Kenya and its geography

In Nairobi, you will find several places to shop for souvenirs, including Village Market, Sarit Centre, and various shops in the city centre.

Adaptors

In Kenya, the standard electrical socket is Type G (the same as used in the United Kingdom). You may need a plug adaptor if your devices use a different socket type.

