



Capacity Building Workshop on the Institutional and Regulatory Instruments of the Yamoussoukro Decision

Member States of Eastern and Southern Africa Regions

22-24 July 2019

Kigali, Rwanda

GENERAL INFORMATION FOR PARTICIPANTS

1. VENUE OF THE MEETING

The Meeting will be held in Kigali, Rwanda, from 22nd to 24th July 2019.



Kigali Convention Centre
Kimihurura Roundabout
P.O. Box 6629
Kigali, Rwanda
Tel: +250 252 252 252
Tel: +250 252 253 253
E-Mail: kcc.kigali@radissonblu.com
Site web: <http://www.kigalicc.com/>

2. MEETING ARRANGEMENTS

The opening ceremony will be on 22 July 2019 at 10:00 hours at Kigali Convention Centre, followed by the Workshop's programme. The working hours will be from 9:00 to 16:30 hours with a lunch break at 12.30 hours and short morning and afternoon coffee breaks.

2.1. Working Languages

The proceedings of the Meeting will be conducted in English and French

2.2. Registration of Participants

All registrations will be done by filling out the AU Registration Forms and copies sent to mahletf@africa-union.org and a copy to secretariat@afcac.org for compilation.

A Desk will be set up at the Kigali Convention Centre reception on 22nd July 2019 from 08:00 to 09:30 for registration and will be open daily from 08:00 to 16:00 hours from 23-24 July 2019 for participants to receive general information only.

2.3. Instruction and Documentation

The meeting will be paperless and all related documentation will be on only be shared electronically. Participants are urged to come with laptops for access to the electronic documents.

3. WEATHER AND LOCAL INFORMATION

Rwanda's climate has an all year-round average temperatures of 22°-27°C, warm temperatures in the Summer of June to early September, cooler temperatures with a long rainy season between September and early December, a short season with warm temperatures around January to February, and another cooler season with rains between March till around May.

See Website:

<https://meteorwanda.gov.rw/index.php?id=30>

Local Time Zone = GMT+2

Electricity: In Rwanda the power plugs and sockets are of type C and J. The standard voltage is 230 V and the standard frequency is 50 Hz.



Type C:



Type J:

Language: The official languages are English, French, Swahili and Kinyarwanda.

Telephone: Country code is +250

4. ENTRY FORMALITIES

4.1. Visa requirements

From 1 Jan 2018, Citizens of all countries are allowed to get visa upon arrival without prior application.

For more information, please visit <https://www.migration.gov.rw/index.php?id=203>

Note: *Those with service passports get free visa on arrival*

4.2 Vaccination requirements

For entry into Rwanda, travelers are required to present a yellow fever certificate. It is therefore advisable for all participants to have valid yellow fever certificates. The participants should ensure that they have a valid health insurance for the coverage of any medical care during their stay in Rwanda.

5. HOTEL ACCOMMODATION

- 5.1. A list of selected hotels in Kigali is attached. Participants are requested to make their accommodation arrangements directly with the hotel of their choice. It is highly recommended that participants confirm their reservations as soon as possible.

6. CURRENCY

The currency used in Rwanda is the Rwandan Franc. Major international currencies, travelers' cheques and credit cards are accepted by hotels and for other transactions.

Commercial banks, foreign currency exchange bureaus and various hotels provide exchange facilities.

Banks are located not far away from the venue and around the Airport. They are opened from 08:00 to 18:00 hours from Monday to Friday, and from 09:00-14:00 on Weekend.

The current average exchange rate of the US dollar stands at **1US\$= 889.786808 francs**. The exchange rate for the EURO is **€1 = 1,004.26 francs**.

7. TRANSPORTATION

Transportation to/from the airport

Participants are informed that hotels listed in the table below provide airport shuttle services. Those who may book hotels that do not provide airport shuttle services may use the reputable airport taxi services.

8. HOTELS IN KIGALI

A list of recommended hotels is available in Annex. Participants are informed all hotels listed provide airport shuttle services.