Information Note

ITU and AFRALTI

Title	Digital Transformation in the Public Sector
Dates	02/09/2024 – 06/09/2024
Location	[NAIROBI, KENYA]

1. TRAINING COURSE VENUE

The training will be held at AFRALTI campus, along Waiyaki Way, Nairobi. AFRALTI is located off the A104 Road (Waiyaki Way). Adjacent to the Communications Authority of Kenya, (CA Center).

African Advanced Level Telecommunications Institute (AFRALTI) is an Inter-Governmental Organisation established in 1991 to supplement and spearhead ICT development efforts in Sub-Saharan Africa. The mandate of AFRALTI is to develop human capacity in ICTs (included herein is training, consultancy and research).
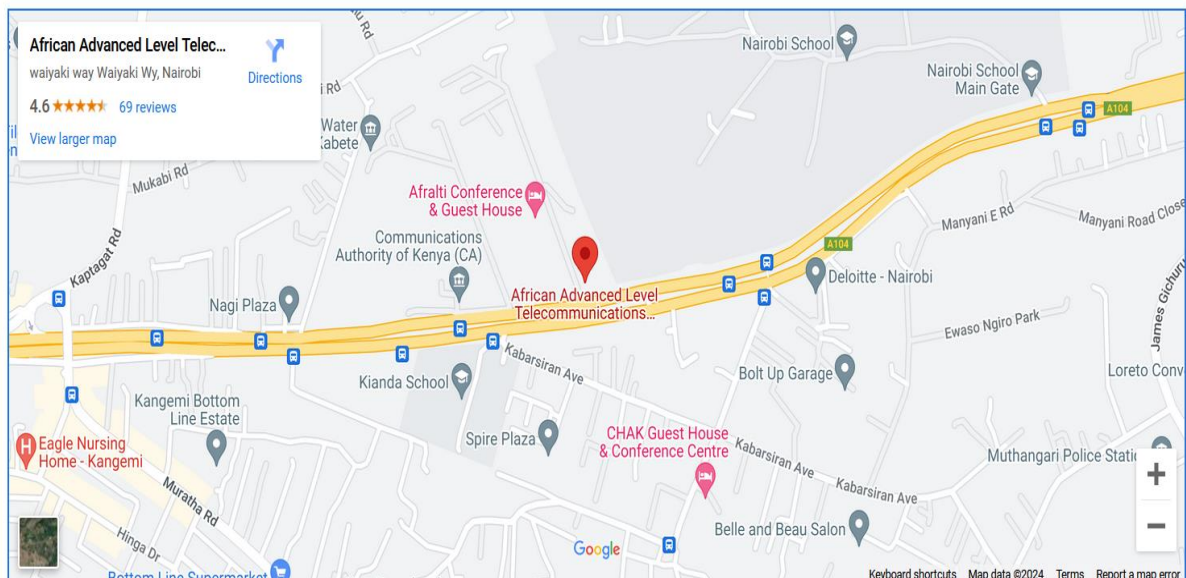
AFRALTI is also an ITU Academy Training Centre (ATC) that provides capacity building in programs developed by ITU. In addition, AFRALTI has long standing partnerships with BigTech organizations in provision of training, research and innovation solutions in Africa.

Currently the member States that have ratified the Intergovernmental Agreement (IGA) include Kenya, Uganda, Tanzania, Malawi, Mozambique, Kingdom of Eswatini, Zambia, Zimbabwe and The Gambia, out of the 23 eligible members.

The Institute has over the years expanded its reach and participants come from all African countries and other parts of the World. AFRALTI trains in English and French speaking African countries through various international collaborations.

More information about AFRALTI can be obtained on our website: https://www.afralti.org/

- ✓ Westland's is our nearest shopping hub and has two main malls (Sarit Center and Westage Mall) with many brands and local shops amongst many other eateries and local markets.
- ✓ AFRALTI is a 10-minute drive (8km) to the Nairobi National Museum.

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Google Maps link: https://maps.app.goo.gl/vkNuZ9z3C2nXF4Yz9

2. DETAILS OF ARRIVAL AND LOCALTRANSPORT

AFRALTI is located in Nairobi, the capital city of Kenya, in the Westlands area of Nairobi. Nairobi is situated in the south-central part of the country, in the highlands at an elevation of about 5,500 feet (1,680 metres). The city lies 300 miles (480 km) northwest of Mombasa, Kenya's major port on the Indian Ocean. Nairobi is home of the Kenyan Parliament Buildings and hosts thousands of Kenyan businesses and key international companies and organizations, including the United Nations Environment Programme (UN Environment) and the United Nations Office at Nairobi (UNON). Nairobi is an established hub for business and culture.

✓ Jomo Kenyatta International Airport (JKIA), our major airport is 15 minutes away from the Central Business District and 37 minutes' drive (27.6km) the via Nairobi Expressway to AFRALTI. It serves as a transit hub for major airlines as well as the gateway for visitors to Africa's treasured game parks, cultural heritage, scenic landscapes and business opportunities. The airport also serves as a major cargo centre for both inbound and outbound goods.

✓ Participants are responsible for making their travel arrangements. However, airport transfers can be arranged on request and will be on participant's cost, our team internally will confirm all the details before your travel to Nairobi.

✓ On arrival at the Jomo Kenyatta International Airport (JKIA) airport, there available and reliable taxis such as airport yellow cabs, you can also use the Uber, Bolt, Faras apps to get to AFRALTI.

✓ AFRALTI can be accessed, mainly from the central business district (town centre) (about 10km drive) or the Westlands hub area (5km drive) via public transportation is also available via bus no. 23, 30, 105. We recommend use of transport apps (Uber taxis) to move around the city.

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3. ONSITE REGISTRATION

Registration will be done on the first day of the programme, there will be a registration desk next to the training conference hall, you will receive your badge upon registration. The timing for registration will be indicated on the training programme.

3. VISA REQUIREMENTS / ELECTRONIC TRAVEL AUTHORIZATION (ETA)

All travellers to Kenya must be in possession of a valid passport issued and recognized by their governments.

To boost tourism and attract more foreign investments to Kenya, the Government removed all visa requirements for all foreign nationals visiting and transiting through Kenya from January 2024. The vacated visa requirements have been replaced by the Electronic Travel Authorization (ETA) system.

The ETA is exclusively issued electronically, with passengers required to obtain them before departure on the ETA platform (https://www.etakenya.go.ke). The ETA is applicable to all foreign nationals, except for East African Community (EAC) citizens.

NB. All ETA Fees are Payable in US Dollars ONLY (for all nationalities).

Enquiries can also be addressed to a Kenyan Embassy or Consulate in the countries of residence.

In case you need a visa invitation, please contact [Course Coordinator: [anatwati@afralti.org] and [info@afralti.org] as soon as possible.

4. ACCOMODATION

Training participants will be accommodated at our 80 facility Guest House which is within the premises. Participants shall also be provided with meals, teas and snacks. In case you have special dietary needs, please contact us to make prior arrangements to cater for your specific needs.

Participants will not be required to pay for the accommodation and meals.

5. CURRENCY

The local currency is [Kenya Shilling (Ksh) divided into 100 cents. Other major currencies that can be exchanged at local banks/foreign exchange Bureaus include: US Dollar, Euro, Sterling Pound.

- ✓ Major international credit cards are widely accepted for transactions.
- ✓ Banks are open from 0900hrs to 1600hrs Monday through Friday.
- ✓ Forex Bureaus located in different parts of the city are open from 0900hrs to 1600hrs, Monday through Friday.
- ✓ Mobile money transfer is offered by the three mobile network operators: Safaricom, Airtel and Telkom.
- ✓ Money transfer services from Western Union and Money Gram are also available in most banks.

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6. ELECTRICAL APPLIANCES

The country code of [Country] is +254.

Mobile SIM cards are available from the 3 major network operators including Safaricom, Airtel Kenya and Telkom Kenya.

For more information about the sim card registration process and requirements please visit the following sites:

Safaricom - https://www.safaricom.co.ke/

Airtel Kenya - https://www.airtelkenya.com/

Telkom Kenya - https://telkom.co.ke/

The electric supply in [Kenya Country] is 240volts, 50 hertz. and the electricity

plugs are 13 Amp, with the square pin used in most premises. Please refer to the images below.

7.LANGUAGES

The training course will be held in English. The languages spoken in Kenya are English and our national language is Kiswahili.

8. SECURITY

Kenya is general a safe country, Nairobi as the city centre as well. However, foreign diplomatic missions hosted in Nairobi can be found on google and the internet. We recommend printing or downloading in advance on personal responsibility such information. We also recommend you to carry a copy of your identification document with you when out of the campus premises.

9. MEDICAL AND HEALTH

Before visiting Kenya, you may need requisite vaccinations and medications for vaccine preventable diseases.

And other diseases you might be at risk of at your destination. Note that your doctor or health-care provider will determine what you will need, depending on factors such as your health and immunization history, areas of the country you will be visiting, and planned activities.

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To have the most benefit, see a health-care provider at least 4–6 weeks before your trip to allow time for your vaccines to take effect and to start taking medicine to prevent malaria, if you need it.

Even if you have less than 4 weeks before you leave, you should still see a health-care provider for needed vaccines, anti-malaria drugs and other medications and information about how to protect yourself from illness and injury while traveling.

VISITORS ARE ADVISED TO HAVE YELLOW FEVER VACCINATION.

COVID-19 INFORMATION FOR TRAVELERS TO KENYA

i. All travelers arriving into the country through any point of entry shall no longer be required to show proof of either COVID-19 vaccination or a pre-departure COVID19 test.

ii. Only travelers 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/. They will also be required to take a COVID19 antigen test upon arrival at their own cost. Those who turn out positive for antigen test will be required to take a further COVID-19 PCR test at their own cost. Those with severe symptoms shall thereafter be allowed to isolate as per the prevailing isolation requirements for mild, moderate and severe disease.

iii. 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.

iv. Pre-departure RDT or PCR testing may be considered at the discretion of any of the airlines departing from or terminating in Kenya. Pre-departure RDT or PCR testing may be considered at the discretion of any of the airlines departing from or terminating in Kenya.

10. WEATHER

Kenya enjoys a pleasant tropical climate and the average temperatures in Nairobi. However, rains can also be experienced during this month.

Average Temperature: 25° / 13°

Time Zone: Nairobi (GMT+3)

11. TRAINING COURSE COORDINATION

Course Coordinator	ITU Coordinator
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