

Logistics

Conference Website



The conference website with the latest version of the program, participant list, papers for background reading, logistics etc. can be found at:

<http://ispc.cgiar.org/meetings-and-events/conference-impacts-international-agricultural-research-rigorous-evidence-policy>

The “Papers” page, with the papers of the presentations, is password protected. The password is `nairobi2017`. Please note that access to this page and to the documents are for conference participants only. The papers should not be distributed to a wider audience.

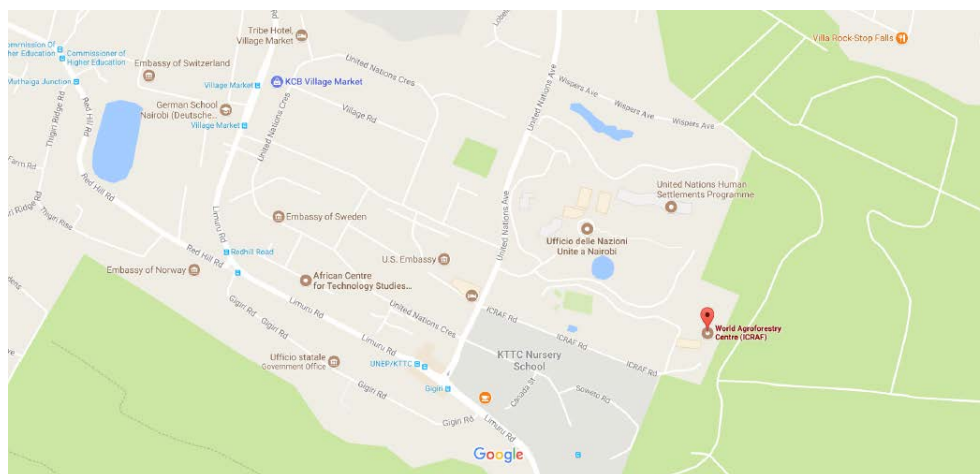
Venue

The Conference will be held at the World Agroforestry Centre (ICRAF) in Nairobi:

World Agroforestry Centre
United Nations Avenue
Gigiri, Nairobi
KENYA

Tel: +254-20-722-4000

www.worldagroforestry.org



The sessions will be held in the Conference Hall, the Lundgren Auditorium and the Boardroom, as specified in the conference program.



Workshop registration

All participants staying at one of four conference hotels (Tribe, Magna, Comfort Gardens and Shanema Homes) will receive a conference package and badge upon check-in at the hotel. The badge will allow participants to enter the ICRAF campus.

Those participants coming from other hotels or based in Nairobi will receive their badge at the ICRAF security gate and can then proceed to the main building.

There will be a registration desk outside the main Conference Hall where all participants are kindly requested to register between 8:30 and 9:00 on Thursday, 6th July.

WiFi

All meeting rooms at the ICRAF campus have free Wi-Fi connection. Kindly connect to 'ICRAF Guest Wi-Fi'.

ICT support will be available in case of any connection difficulty or query. For ICT support at ICRAF, please contact:

- Carolyne Mwangi C.Mwangi@cgiar.org +254 721 604942 or
- Davis Yangah D.Yangah@cgiar.org +254 720 062202

Tea/coffee

During the Conference, tea/coffee/soft drinks and snacks will be served during morning and afternoon breaks in the courtyard to the right of the Conference Hall.

Lunch

A buffet lunch will be served in a tent on the ICRAF grounds, near the Bamboo Hut.

Any special dietary requirements should be communicated to Ira Vater (ira.vater@fao.org).

Water

Tap water is not considered safe for drinking. Bottled water is recommended and will be available both in ICRAF and at the hotels. Bottled water will be available in the meeting rooms throughout the conference.

Business hours at ICRAF

ICRAF offices are open from 8:00 to 17:00 from Monday to Thursday and 8:00 to 13:30 on Friday.

Hotels

Most participants will be staying at one of the four conference hotels listed below, where block bookings were made.

Daily transfers to and from ICRAF are organized from these hotels only (see TRAVEL below).

Hotel bill settlements: unless participants have been informed otherwise, room charges are to be paid individually upon departure.

Wi-Fi in the guestrooms: wireless internet is available in all four hotels and is included in the room rate.

Tribe Hotel

Limuru Road
The Village Market, Gigiri
Nairobi, KENYA

Phone: +254 20 720 0000 / 0732 186 000
eMail: reservations@tribehotel-kenya.com
www.tribe-hotel.com



The room rate is USD 200 (breakfast, wifi and tax included) for single or double occupancy.



Magna Hotel & Suites

Gigiri, United Nations Crescent
Nairobi, KENYA

Phone: +254 20 5138000
eMail: booking@magna-hotel.com
www.magna-hotel.com

The room rate is USD 174 for single and USD 214 for double occupancy (breakfast, wifi and tax included).

Comfort Gardens

Gigiri, United Nations Crescent
Nairobi, KENYA

eMail: info@comfortgardens.com;
reservations@comfortgardens.com
www.comfortgardens.com



The rate is Ksh 9,280 (about USD 90) for single and Ksh 13,920 (about USD 135) for double occupancy (breakfast, wifi and tax included).



Shanema Homes

Limuru Road
Nairobi, KENYA

Phone: +254 20 2691911
Cell: +254 700-333404, 254 722 622 480
eMail: info@shanemahomes.com
www.shanemahomes.com

The rate is USD 90 for single and USD 120 for double occupancy (breakfast, wifi and tax included).

Travel

Visa

Although it is possible to obtain a visa at the port of entry at Jomo Kenyatta International Airport, it is advisable to get a visa before travelling as there can be very long queues at the airport. The fee for obtaining a visa at the point of entry is USD 50 for an Ordinary Visa.

Nationals of most countries who require a visa to enter Kenya can apply for an eVisa via www.ecitizen.go.ke. Nationals of the following countries require a referred visa: Afghanistan, Armenia, Azerbaijan, Cameroon, Democratic People's Republic of Korea (Formerly North Korea), Eritrea, Iraq, Kosovo, Lebanon, Libya, Mali, Palestine, Senegal, Somalia, Syria, Tajikistan and, Yemen.

Airport transfers



Upon arrival at the Jomo Kenyatta International Airport (JKIA), you will be received by ICRAF's accredited taxi drivers or bus drivers (for bigger groups) who will drive you to your hotel. For ease of identification, the driver will be carrying a pager bearing the name SPIA/PIM CONFERENCE and an ICRAF LOGO.

All participants entitled to airport transfer will receive a confirmation of the arrival schedule by email. The departure schedule will be displayed on a pin board outside the Conference Hall.

In the unlikely event that nobody is there to pick you up, or for some reason you missed your flight or changed your itinerary without informing the organizers, kindly call Caroline (+254 725 899689) or Jennifer (+254 724 678648) at ICRAF, for advice.

Daily transfers

Daily transfers between the conference hotels (Tribe, Magna, Comfort Gardens and Shanema Homes) and ICRAF will be provided as follows:

Thursday, 6th July, morning:

- Tribe: buses will be at Tribe at 8:00 and will leave at 8:15
- Shanema Homes: the bus will be at the hotel at 8:00 and will leave at 8:05 to go to Comfort Gardens/Magna
- Comfort Gardens/Magna: the bus will stop outside the hotels (right opposite each other) at 8:10 and will leave at 8:15

Thursday, 6th July, evening:

- The buses will leave ICRAF after the reception at 20:00 to take participants back to the four hotels.

Friday, 7th July, morning:

- Tribe: buses will be at Tribe at 8:30 and will leave at 8:45
- Shanema Homes: the bus will be at the hotel at 8:30 and will leave at 8:35 to go to Comfort Gardens/Magna
- Comfort Gardens/Magna: the bus will stop outside the hotels (right opposite each other) at 8:40 and will leave at 8:45

Friday, 7th July, evening:

- The buses will leave ICRAF at 18.15 to take all participants to Tribe hotel in time for the reception at 18:30 (see SOCIAL EVENT below). No transport will be provided after the reception. The other conference hotels are within easy walking distance of the Tribe Hotel.

Saturday, 8th July, morning:

- Tribe: buses will be at Tribe at 8:30 and will leave at 8:45
- Shanema Homes: the bus will be at the hotel at 8:30 and will leave at 8:35 to go to Comfort Gardens/Magna
- Comfort Gardens/Magna: the bus will stop outside the hotels (right opposite each other) at 8:40 and will leave at 8:45

Saturday, 8th July, evening:

- For those participants going back to the hotels, the buses will leave ICRAF at 17:15.

Participants staying at nearby hotels may use the shuttles to and from the four conference hotels.



Social Events

Wednesday, 5th July - Karura Forest Walk (www.friendsofkarura.org)

Time: 16:15 – 17:30

Frank Place is offering a guided walk in the Karura Forest, next to ICRAF campus (contact Frank for information about the walk - F.Place@cgiar.org). All participants are welcome to join. Please inform Ira Vater (ira.vater@fao.org) if you wish to participate.

The meeting point is outside the ICRAF main gate at 16:15. The walk will take about one hour.

The entrance fee to the forest is Kshs. 100 for Kenya citizens, Kshs. 200 for residents and Kshs.600 (roughly USD 6) for non-residents.

Thursday, 6th July – SPIA hosted reception

Time: 18:00 – 20:00

SPIA invites all participants to a reception on ICRAF campus, outside the Conference Hall.

The transfer buses will leave ICRAF at 20:00 to bring participants back to the hotels (Tribe, Magna, Comfort Gardens and Shanema Homes).

Friday, 7th July – Reception hosted by the AWARD program

Time: 18:30 – 20:00

Location: Tribe Hotel - The Village Market, Gigiri

Launch of the Journal of Gender, Agriculture and Food Security with a reception hosted by the African Women in Agricultural Research and Development (AWARD) program.

Buses will leave ICRAF at 18:15 to bring participants to the Tribe Hotel. No transport will be provided after the reception. The other conference hotels are within easy walking distance of the Tribe Hotel.

Other information



The weather in Nairobi

Nairobi is situated in Kenya's Central Highlands region and enjoys pleasant weather for most of the year. In winter (June, July) the temperatures are most comfortable and it's very dry.

The average temperature in Nairobi in July is mild at 15.5 °C (60 °F). Afternoons can be fairly warm with average high temperatures reaching 20°C (68 °F). Overnight temperatures are generally mild with an average low of 10°C (50 °F).

[Follow this link to check the current weather forecast for Nairobi, Kenya](#)



Money exchange

The local currency is Kenya Shillings. The exchange rate is roughly Kshs.101.18 to USD 1 and Kshs.115.47 to EUR 1. USD, EUR and other currencies may be changed at the hotel or currency exchange bureaus. ICRAF campus has a bank as well.

Contacts

The SPIA/PIM team is at your disposal for any queries you may have.

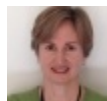
Logistics:



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SPIA Program



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James Stevenson

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PIM Program



Frank Place

F.Place@cgiar.org

For any **emergencies during the meeting**, please contact the following staff members at ICRAF:

- Major (Rtd) Peter Murunga +254 715 367758 or +254 722 825128 p.murunga@cgiar.org
- Caroline Gathoni +254 725 899689 c.gathoni@cgiar.org
- Jennifer Kariithi +254 724 678648 j.kariithi@cgiar.org