



Information for participants

Nairobi 2006:
United Nations Climate Change Conference
6-17 November 2006
Kenya

Index

Registration	2
General Information	3
Documents.....	3
Meeting rooms.....	4
Observer organizations	5
Side events and exhibits	5
Climate Change Kiosk	6
Services to participants	7
Social events	10
Information about Nairobi	10
Important telephone numbers in Nairobi.....	10
UN compound–Gigiri and ICRAF.....	11
Plan of conference venue	12

Registration

Parties and observers can register and have their photos taken at the Registration and Press Accreditation Counters located in the Visitors Pavillion, UNON Main Entrance.

Only registered participants wearing badges are allowed access to the conference area.

Badges are issued to representatives of Parties or observer organizations on the basis of a letter of nomination from Parties or observer organizations. Staff badges from other United Nations bodies, including those in Geneva, Nairobi, New York and Vienna, are recognized.

Press badges are issued to previously accredited press based on the presentation of a valid national press card and two photo identification documents (e.g. passport, driver's licence, national ID card, work identity cards) or a photo press card from the United Nations in Geneva, Nairobi, New York or Vienna. Press badges allow access to all public meetings and sessions unless otherwise indicated for security reasons.

Double registration for the sessions is not permitted (e.g. simultaneously as nominee of a Party and of an observer organization, or simultaneously as a Party nominee and press/media representative).

Hours and contact information

Saturday, 4 November–Sunday, 5 November
9 a.m.–6 p.m.

Monday, 6 November–Friday, 17 November
8 a.m.–6 p.m.

For Parties, observer states and observer organizations:
Hedwig Sandoval

Press and media:
Jazmine Aquino

Enjoy using the UNFCCC lanyard and please keep it for use at your next UNFCCC meeting. If you would like to update your photo on your badge please ask at the Registration Counter.

Please note that access to the conference area is restricted to registered participants to the meetings. In order to comply with the security requirements of the secretariat, participants are expected to wear their badges at all times and in all areas. Lost badges should be reported to the Registration Counter immediately.

Disclaimer: The United Nations and the Convention secretariat disclaim all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property and for any other costs or losses that can be incurred during travel time or the period of participation. In this context, it is strongly recommended to obtain international medical insurance for the period of participation.

General Information

The Information Counter, in the main entrance to the conference area, provides information about the conference and the venue.

Hours and contact information

Monday, 6 November–Friday, 17 November
8 a.m.–6 p.m.

Kanwarjit Sachdeva

Documents

Daily Programme and official documents

The Daily Programme is available at the Documents Counter, located in the upper concourse, main entrance to the conference area, and on the UNFCCC website <<http://unfccc.int>>. The Daily Programme provides detailed information on all scheduled meetings of the Convention bodies, meetings of other groups, side events, and other announcements relevant to the conference.

Information in the Daily Programme is subject to change. For the most recent information regarding meetings and rooms, please check the CCTV monitors inside the conference venue. This information can also be found on the UNFCCC website.

In addition to the Daily Programme, all official documents and the list of participants are available at the Documents Counter. UNFCCC documents are also available on the UNFCCC website at:

<http://unfccc.int/documentation/documents/document_lists/items/2960.php>
or by e-mail upon request to: secretariat@unfccc.int

Pigeonholes for Parties and intergovernmental organizations (IGOs) are located in main plaza between Plenary 1 (Simba) and 2 (Ndovu).

Hours

Monday, 6 November–Friday, 17 November
8 a.m.–6 p.m.

Distribution of documents

Documents, posters and flyers, clearly attributed to a Party or an admitted organization, can be distributed and displayed at the “...inSide Climate Change” Publications Counter, located in the upper concourse next to the Climate Change Kiosk. Please provide a sample to the staff at the counter or to the NGO Liaison team whose offices are in the upper concourse behind the cafeteria. The counter cannot manage large volumes, but will assist in rotating

the range of documents. Organizers of exhibits may display and distribute documents in their own exhibition area.

Contact information

Barbara Black
Luca Brusa
NGO offices located in the lower and upper levels

Please keep your documents and dispose of those no longer needed in the recycling paper bins near the Documents Counter. **Documents deposited elsewhere or not attributed will be removed.**

List of participants

For any corrections and comments regarding the list of participants, please contact Hedwig Sandoval at the Registration Counter.

Meeting rooms

Booking of meeting rooms

Meeting rooms can be reserved at the Meeting Room Assignment Counter, located in the upper concourse, near the entrance to the main conference area. Meeting rooms are **free of charge!** Location and time may change depending on the necessities of the negotiation process. It is therefore advisable to reconfirm your bookings at least two hours before the meeting.

Hours and contact information

Monday, 6 November–Friday, 17 November
8 a.m.–6 p.m.

Simone Swidersky
Bernardo Buechner
Paul Jimenez

<p>Food and drinks are not permitted in the meeting rooms. Please help keep the conference premises a non-smoking environment.</p>

Location of meeting rooms

Plenary 1 (Simba), plenary 2 (Ndovu) and other meeting rooms are located in the UNON main conference area. In addition there are meeting rooms in marquees on the lawn. Please see map at the end of this brochure. Most side events, ENGO, BINGO and local NGO offices are located in the adjacent premises of ICRAF. All meetings of the Convention bodies and UNFCCC events are held inside the UN Campus at Gigiri.

Observer organizations

The business and industry non-governmental organizations (BINGO), the environmental groups (ENGO) and the local non-governmental organizations, will have offices in ICRAF.

BINGO

Facilitator: Michael Kelly
International Chamber of Commerce (ICC)
mkelly@iccwbo.org

ENGO

Facilitator: Sanjay Vashist
Climate Network International (CAN International)
sanjay@climatenetwork.org

Local non-governmental organizations

Facilitator: Grace Akumu
Climate Network Africa (CNA)
cnaf@cnaf.or.ke

Contact details of other constituencies

Indigenous peoples organizations (IPO)

Facilitator: Crescencio Resendiz Hernandez
International Alliance of Indigenous-Tribal Peoples of the Tropical Forest (IAIP)
crescencio@international-alliance.org

Local government and municipal authorities (LGMA)

Facilitator: Michelle Wyman
Local Governments for Sustainability (ICLEI)
michelle.wyman@iclei.org

Research and independent organizations (RINGO)

Facilitator: Monica Alessi
Centre for European Policy Studies (CEPS)
monica.alessi@ceps.be

Side events and exhibits

“...inSide Climate Change”, a brochure containing the schedule of side events and list of exhibits is available at the Information Counter and at the “...inSide Climate Change” Publication Counter located in the upper concourse, near the entrance of the main conference area, next to the Climate Change Kiosk. The schedule for side events is also in the Daily Programme and displayed on CCTV monitors in the conference area. Poster boards are available at prominent locations for posting flyers or posters relating to side events.

Contact information

Barbara Black
Anne Lutz

Climate Change Kiosk

The Climate Change Kiosk on the upper concourse will be staffed daily between 9 a.m. and 6 p.m. Participants may find information about climate change and the secretariat as well as the range of secretariat publications and electronic materials (CD Roms, etc.)

Climate Action talks @ the Kiosk

The theme of this year's climate talks theme will be "Time for Action", focusing on adaptation, technology transfer, CDM opportunities, local and regional level initiatives, and education and outreach. Come and hear a 15 minute exposé by speakers from civil society and Governments focused on positive outcomes and forward movement, providing "win-win" examples of climate action in developing countries. These will be webcast and posted on the UNFCCC website.

Presentation times

Tuesday, 7 November; Thursday, 9 November; Saturday, 11 November;
Monday, 13 November; Wednesday, 15 November
4–6 p.m.

Friday, 17 November
10 a.m.–12 noon

Rio Conventions @ the Kiosk

The Rio Conventions 2007 calendar, with the theme "Supporting Sustainable Development Worldwide", featuring photos of the well-known environmental photographer Gary Braasch may be picked up at the Kiosk.

Gary Braasch @ the Kiosk

Come and view an exhibition of photographs by Gary Braasch - an internationally renown documenter of natural history and environmental issues since 1975. The eruption of Mount St. Helens, the ancient forests of the West Coast of North America and vivid expressions of global climate change have been captured in photographs, many of which will be on display.

The photographer will present his art work on Wednesday, 15 November at the Kiosk.

Contact information

Sharon Taylor
staylor@unfccc.int

Services to participants

Disbursement of DSA

Delegates from Parties eligible for funding can collect their daily subsistence allowance (DSA) from the DSA/Travel Office located in the lower concourse, around the corner from the post office and behind the delegates lounge. You will need your passport or other official identification (photo ID), flight ticket and boarding pass stubs when claiming DSA.

Hours and contact information

Monday, 6 November–Friday, 17 November

9 a.m.–12 noon

1 p.m. –5 p.m.

Saturday, 11 November

9 a.m.–12 noon

Closed on Sunday, 12 November

Sana Lingorsky

Petra Meiranke

Karen Milka

Media Centre

The Media Centre is located in a marquee on the lawn. It offers various services to accredited press and media representatives, including an international broadcasting centre for TV and radio, a documents counter and work facilities for the print media with computer and telecommunication facilities.

The Media Information Counter is located in the Media Centre. Staff at the counter facilitate booking of the Press Conference Room and help arrange interviews with United Nations officials or delegates.

Hours and contact information

Monday, 6 November–Friday, 17 November

8 a.m.–6 p.m.

Media Information Counter – Lucy Waruingi

Interview Requests – Carrie Assheuer

Press Conference Room – Alex Saier

UNFCCC spokesperson – John Hay

Computers and photocopiers

The Computer Centre is located on the lower level. Computers and high-speed printers are available for participants on a first come, first served basis. These computers allow internet access and are equipped with word processing and spreadsheet software.

Hours

Monday, 6 November–Friday, 17 November
8 a.m.–6 p.m.

Please be considerate and do not monopolize the equipment, since it is for use by all participants.

Photocopiers on commercial basis are available to participants in the business centre adjacent to the delegation offices in a marquee on the lawn.

The wireless area in the lower concourse and the writing corner of the Media Centre offer plug-and-play desks to connect laptops to the Internet. Instructions for use are posted on the desks, and computer support staff can give assistance.

Public phones and fax machines

Public telephones and fax machines are available in the business centre adjacent to the delegation offices in a marquee on the lawn. Telephone cards and wireless PCMCIA cards can also be bought in the same place. Additional public telephone booths can be found in the lower concourse. Please see your UNON Guide to your stay in Kenya.

Banking

Bank services will be provided by Kenya Commercial Bank and UNFCU, located on the lower concourse. Service includes cashing of traveller cheques and exchange to and from Kenyan Shillings. Please see your UNON Guide to your stay in Kenya.

Hours

Kenya Commercial Bank (KCB):

9 a.m.–4 p.m.

UNFCU

8:30 a.m.–4 p.m. Monday–Wednesday

8.30 a.m.–5 p.m. Thursday

8:30 a.m.–3 p.m. Friday

The banks are closed on Saturdays and Sundays. There is a bureau de change across the street from the Gigiri compound.

Consignments

Please contact shipment focal point or visit them at the Information Counter.

Catering

Restaurant and cafeteria services are available in the Garden Food Court marquee, the permanent UN canteen, the UN Recreation Centre and the adjacent ICRAF premises (see overview plan of the venue).

Catering and service providers contact information

Jane Likimani-Gachanja
Tel.: +254 20 762 3979
Mobile: +254 72 425 9754
jane.likimani@unon.org

Please note that all catering must take place outside the conference rooms.

UN Recreation Centre

Sports facilities will be available to conference participants at advertised rates. More information can be obtained on site.

Meditation room

A meditation room is available on demand, please contact staff at the Information Counter at the main entrance to the conference area.

Transportation

Taxis are available for all conference participants at the permanent taxi stands on the car park next to the Registration Building (Main Gate).

Lost and found

Lost and found items are kept in the Security Office at the main delegates entrance. For security reasons unattended items anywhere in the conference premises will be removed.

Emergencies

In the event of a medical emergency, please contact the medical staff in the UN Staff Clinic located in Room 117, Ground Floor of Block F.

Tel.: +254 20 62 2267 or 62 2268

For other emergencies, please contact any security official. The Security Office is located at the main gate.

Social events

A welcoming reception hosted by the Government of Kenya will take place on Monday, 6 November, at 6:30 p.m., in Gigiri.

The traditional NGO party will be held on 11 November.

Further information on social events hosted by the Government of Kenya during the high-level segment will be made available through the CCTV monitors and the Daily Programme.

Information about Nairobi

Tourism information is provided by the two travel agents located both in the upper and lower concourse. The travel agents have information on hotel reservations, local transport and train and air travel, as well as tourist information on Kenya.

Hours

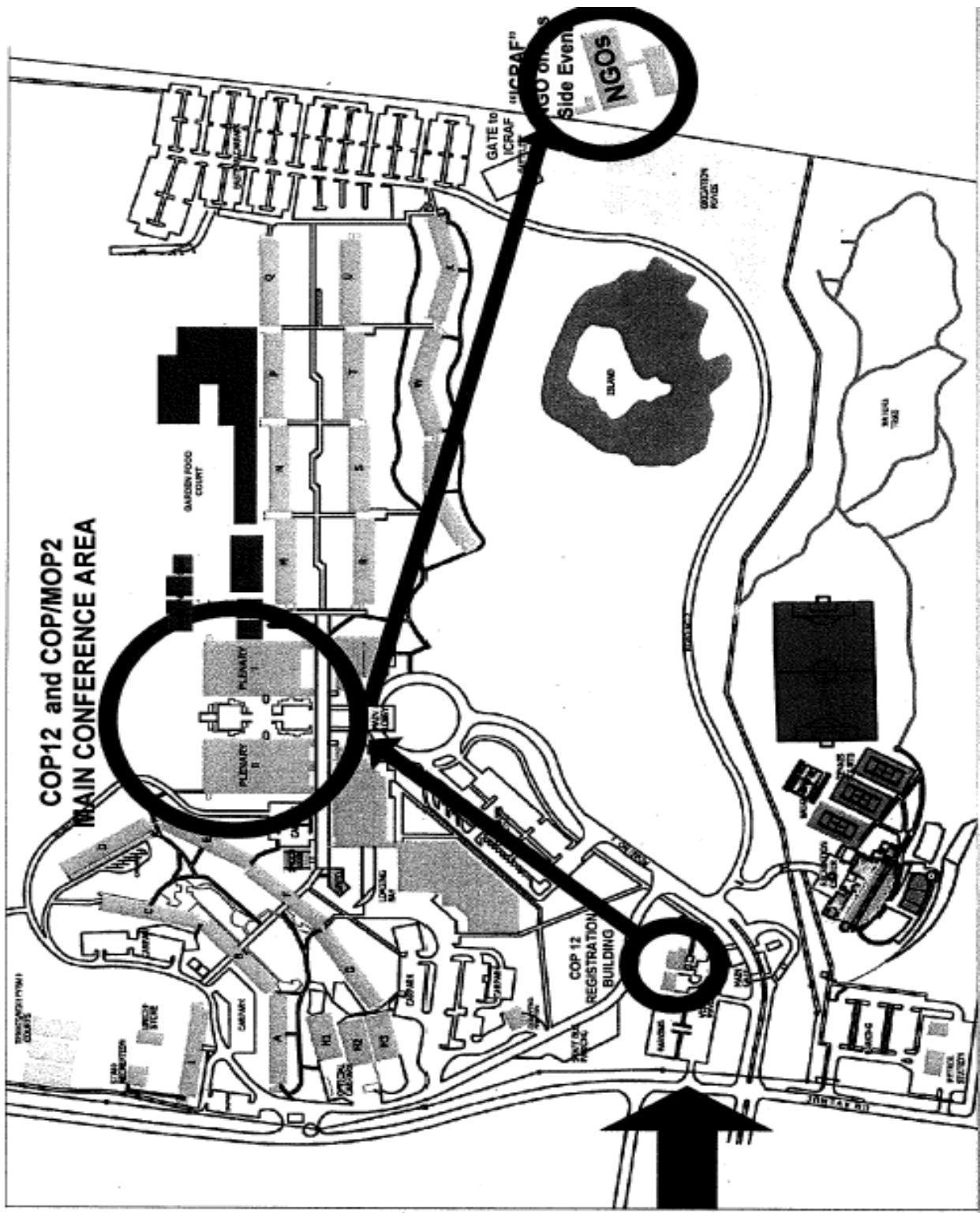
9 a.m.–5 p.m. Monday–Friday

9 a.m.–12 noon on Saturday

Important telephone numbers in Nairobi

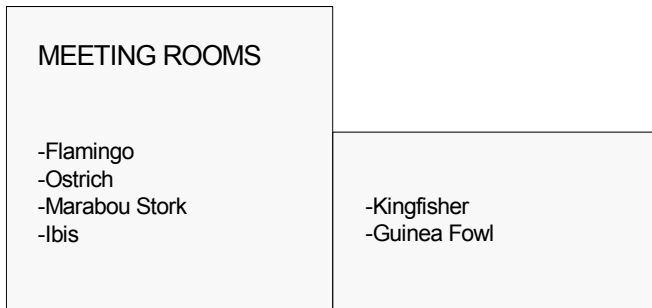
Police	999, 0735-356 506 +254 20 272 4201, +254 20 762 6666 (UNON Security)
Fire	999 +254 20 762 1311 (UN)
Medical and ambulance emergency service	999 +254 20 762 2267 (UN) +254 20 374 2531 (Aga Khan Hosp) +254 20 271 4400 (The Nairobi Hosp)
Tourist information, tourist police station, tourist ombudsman and tourist abuse or discrimination	+254 20 604 767
Telephone information	991 dial 0 from within UN and you will get directory assistance
National and international operator	0195/0196 (international operator) or dial 0 within the UN to get operator

UN compound–Gigiri and ICRAF

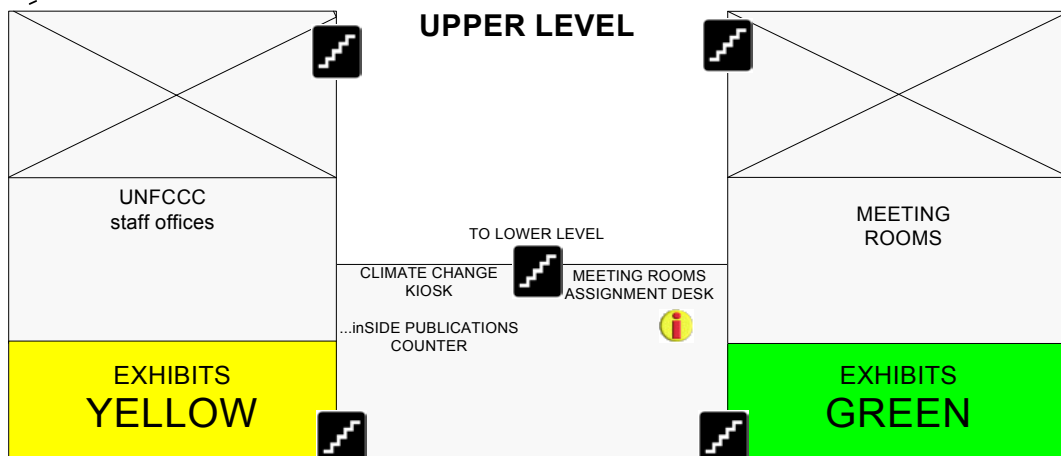


Plan of conference venue

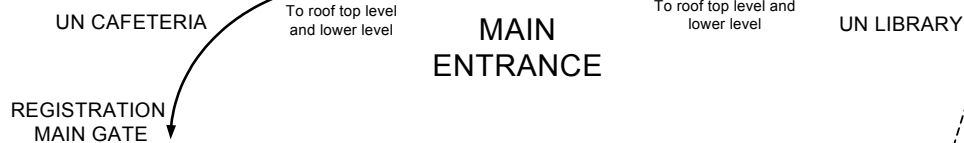
ROOF TOP LEVEL



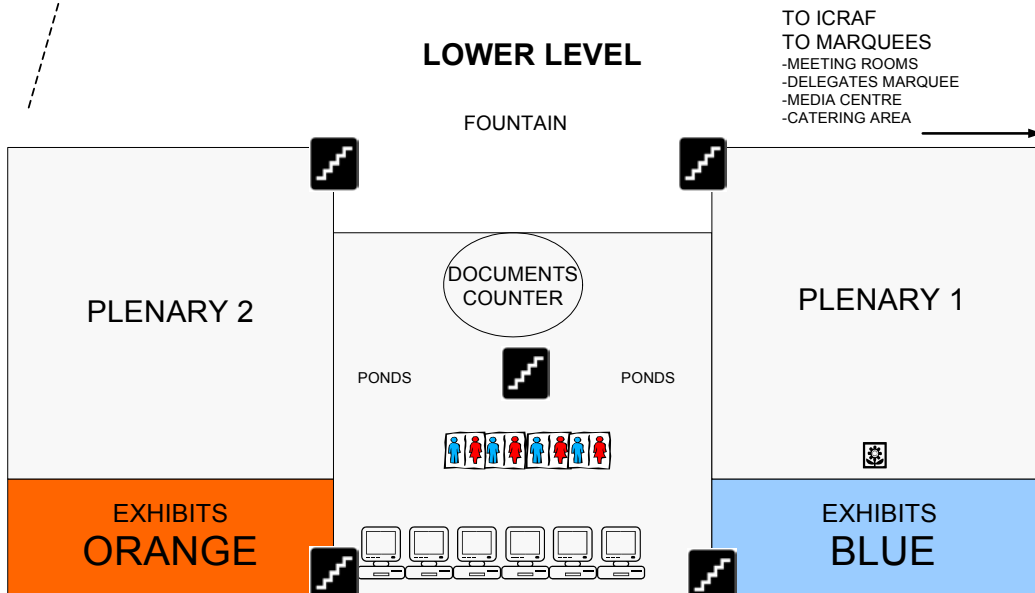
UPPER LEVEL



MAIN ENTRANCE



LOWER LEVEL





For more information: unfccc.int