



THE 1st ALL AFRICA POST HARVEST CONGRESS & EXHIBITION

Reducing food losses and waste: Sustainable solutions for Africa

CONGRESS INFORMATION PACK

PROGRAMME

The programme outline for the Congress has been uploaded on the website. Organizers have booked the ballroom at the Safari Park Hotel and a number of side rooms for side events. For participation in various panels/ breakout sessions, queries on the programme or requests for meeting rooms for self-organized side-events, delegates should send their requests to postharvest.conference@gmail.com with a copy to postharvest.conference@uonbi.ac.ke

REGISTRATION PROCESS

The Congress will bring together policy makers and key executives from the agriculture sector, local and international agribusiness firms, farmers, financial institutions, scientists, civil society and thought leaders to discuss and develop concrete plans for postharvest food loss and waste reduction in the continent. The Congress organizers have decided to extend the **early bird rate** to ALL delegates attending the conference meaning that general delegates paying after the early bird deadline which was designated as 28 February, 2017 will now pay USD\$350 instead of \$400 while student delegates will pay USD\$100 instead of \$150. Registration is ongoing at the website www.africa-postharvestconference.uonbi.ac.ke. For queries on the Congress registration process, please contact register.postharvest@gmail.com with a copy to register.postharvest@uonbi.ac.ke.

EXCURSION

The organizers have teamed up with stakeholders in the Agricultural sector to organize an excursion on 28th March, 2017. Though optional, the excursion will give delegates an opportunity to engage with various value chain actors and interact with Kenyan farmers, cutting edge agribusinesses and scientists. The cost of the excursion is \$50. Payment can be made to the Bank Account below. For queries on the Excursion registration process, please contact register.postharvest@gmail.com

ACCOMMODATION

Accommodation can be booked at Safari Park Hotel – the official Congress Hotel – at a negotiated rate of **US\$200 (BB) per night**. For room reservations, please write directly to reservations@safariparkhotel.co.ke with a copy to the event organizers at register.postharvest@gmail.com. The hotel's phone contacts are: (+254-20) 3633000, +254 722 205 683, +254 733 333 713, +254 725 226 250.

Alternative accommodation options include the following:

Hotel Name	Cost for Bed and Breakfast	Capacity	Contacts for reservations
Utalii Hotel	Single Room (BB): For East Africans, Ksh 8,500; Double Room : Ksh.10,500 Single Room: For non-East Africans – US\$140 (BB); Double Room: US\$170	50 rooms	Phone: +254 722 205 492/891/892 +254 733 410 005/600584 Email: reservations@utalii.co.ke copy to register.postharvest@gmail.com Web: www.utaliihotel.co.ke

Sportsview Hotel	Single standard rooms (BB) Kshs.5,200 Double standard rooms (BB): Kshs. 6,900 Single Deluxe Rooms (BB): Kshs. 6,500 Double Deluxe Rooms (BB): Kshs. 8,500	60 rooms	Tel:+254722881101 ; +254733881100 +254 20 8561649/ 020 8562811 E: reservations@sportsviewhotel.com copy to register.postharvest@gmail.com Website: www.sportsviewhotel.com
Sunstar Hotel	Single standard rooms (BB) Ksh.4,500 Double standard rooms (BB): Kshs. 5,000 Twin Rooms (separate beds: Kshs 7,000 Superior Rooms: 6,500	50 rooms	E: sales@sunstarhotelnairobi.com marketing@sunstarhotelnairobi.com copy to register.postharvest@gmail.com Phone: + 254 701 412 203 Web: www.sunstarhotelnairobi.com
Hotel Royal Orchid Azure	Single studio rooms (BB) \$90 Single standard rooms (BB) \$130 Double standard room (BB)\$155 Superior standard room (BB) \$155 Double Superior room (BB) \$180	163 rooms	Lantana Road off Rhapta Road Westlands T: +254 773 035 395 +254 716 079 305 W: www.royalorchidhotels.com
La Mada Hotel	Single standard rooms (BB) Kshs.5,200 Double standard rooms (BB): Kshs.4,600 Single Deluxe Rooms (BB): Kshs. 6,500 Double Deluxe Rooms (BB): Kshs. 8,500	35 room	Email: lamada@madahotels.com Tel: +254 722 208906 Tel: +254 789 994026 Website: www.madahotels.com
Luke's Hotel	Single standard rooms (BB) Kshs.3,200 Double standard rooms (BB): Kshs. 6,900 Single Deluxe Rooms (BB): Kshs. 3,7 00 Double Deluxe Rooms (BB): Kshs.5,200	108 rooms	TEL: 0708 383838, 0702 878787, info@thelukehotel.co.ke
African Institute for Capacity Development (AICAD) Guest House	Suitable for student delegates, this accommodation facility is situated at the Jomo Kenyatta University of Agriculture and Technology (JKUAT) Main Campus in Juja, Charges are as follows: Single Room (BB): US\$40	40 rooms	Phone: +254 20 726 610 402. Email: aicad@aicad.or.ke and copy Njoki@icad.or.ke with a copy to register.postharvest@gmail.com

TRANSPORTATION TO AND FROM HOTELS

Organizers will provide transfers to and from the airport at a cost of US\$ 45 for a one-way transfer. There are however some private taxis that can be taken directly from the airport. All delegates wishing to have their airport transfers arranged by the Congress logistics team should send their requests together with their arrival details to register.postharvest@gmail.com

CONFERENCE PACKAGE AND MEALS

Organizers will provide registered delegates with tea/snacks and lunches during the duration of Congress. The cost of these meals are fully covered within the Congress registration fees. Delegates will however be expected to pay for all their dinners at their respective hotels, expect for the Gala Dinner which will be hosted at Safari Park Hotel on **30th March, 2017**. For further information on this please contact register.postharvest@gmail.com

EXHIBITION BOOTHS

Organizers will be providing 3mX3m size exhibition booths at a cost of **USD 500** per booth for Early Birds (bookings made before **28 February, 2017**) and **USD 600** for late bookers. 6mX3m size booths will also be provided at **US\$ 1,000** for Early Birds and **US\$1,200** for late bookers. Prospective exhibitors should send their booking requests to exhibition.postharvest@gmail.com. The deadline for booking exhibition booths for the Congress is **14th March, 2017**.

VISA REQUIREMENTS

Kindly note that there are some countries that require travelers to Kenya to acquire visas prior to travel. For further information on Kenya's visa requirements please see the attached document.

PAYMENTS DETAILS

All payments should be made to the following bank account of the Host Institution – University of Nairobi:

Bank Name: Kenya Commercial Bank

Branch: University Way Branch

Address: P.O Box 7206-00100 Nairobi

Beneficiary Bank SWIFT Code: KCB L KENX

Account No: 1104828960

Account Name: University of Nairobi Research Grants

In the transfer/remittance document, please indicate clearly **Postharvest Congress** and highlight what aspect of the Congress you are paying for. Delegates paying **registration fees** should clearly indicate that the payment is for their registration while those paying for **exhibition booths** must indicate the same on their bank slips. Copies of bank transfer documents and payment slips should be promptly sent to exhibition.postharvest@gmail.com with a copy to register.postharvest@gmail.com. Please note that organizers **must receive** copies of your payment receipts to complete your registration.

NATIONALS THAT DO NOT REQUIRE VISAS

Nationals (Passport holders) of the following countries do not require visas to enter Kenya:

Barbados	Maldives	St. Lucia
Belize	Malta	Swaziland
Botswana	Mauritius	Seychelles
Brunei Darussalam	Namibia	The Gambia
Burundi	Nauru	Tanzania
Cyprus	Papua New Guinea	The Bahamas
Dominica	Rwanda	Tonga
Fiji Island		Trinidad and Tobago
Ghana	Samoa	Tuvalu
Grenada	St. Kitts and Navis	Uganda
Jamaica	Sierra Leona	Vanuatu
Kiribati	Singapore	Zambia
Lesotho	Solomon Islands	Zimbabwe
Malawi	South Africa (For less than 30 days stay)	St. Vincent and the Grenadines
Malaysia (For less than 30 days stay)		

The following countries have concluded visa abolition agreement with Kenya:

- Ethiopia
- San Marino

NATIONALS THAT REQUIRE VISAS TO ENTER KENYA

Nationals (Passport holders) of the following countries require visas to enter Kenya:

Albania	Germany	Norway
Algeria;	Greece	Oman
Andorra	Greenland	Pakistan
Angola	Guatemala	Palau
Antigua & Bermuda	Guinea	Panama
Argentina	Guinea Bissau	Paraguay
Australia	Haiti	Peru
Austria	Hong Kong (SAR)	Philippines
Bahrain	MACAU (SAR)	Poland
Bangladesh	Honduras	Portugal
Belarus	Hungary	Qatar
Belgium	Iceland	Reunion
Benin	India	Romania
Bhutan	Indonesia	Russia
Bolivia	Iran	Sao Tome and Principe
Bosnia & Herzegovina	Ireland	Saudi Arabia
Brazil	Israel	Serbia and Montenegro
Bulgaria	Italy	Slovakia
Burkina Faso	Japan	Slovenia
	Guyana	

Cambodia	Gabon	Spain
Canada	Georgia	Sri Lanka
Cape Verde	Jordan	South Sudan
Central African Rep.	Kampuchea	Sudan
Chad	Kazakhstan	Surinam
Chile	Kirghistan	Sweden
China (People's Republic)	Korea (South)	Switzerland
Columbia	Kuwait	Taiwan (Endorsement made on a paper visitor's pass)
Comoros	Laos	Thailand
Congo, Republic of the (Congo Brazzaville)	Latvia	Togo
Costa Rica	Liberia	Tunisia
Cote d' Ivoire/ Ivory Coast	Liechtenstein	Turkey
Croatia	Lithuania	Turkmenistan
Cuba	Luxembourg	United States of America
Czech Republic	Macedonia	Ukraine
Denmark `	Madagascar	United Arab Emirates
Djibouti	Malagasy	United Kingdom
Dominican Rep	Malta	Uruguay
Democratic Republic of the (Congo Kinshasa)	Mauritania	Uzbekistan
East Timor	Mexico	Vatican City
Egypt	Moldova	Venezuela
El Salvador	Monaco	Vietnam
Ecuador	Mongolia	Yemen
Equatorial Guinea	Morocco	Yugoslavia-and also Former States of Yugoslavia
Estonia	Mozambique	
Finland	Myanmar (formally Burma)	
France	Nepal	
	Netherlands	
	Nicaragua	
	Niger	
	Nigeria	

REFERRED VISAS

Nationals (**Passport holders**) of the following countries shall have their visa applications referred to the Director of Immigration Services, Nairobi for approval. The processing varies from case to case. No expedited services for Referred visa applications.

Afghanistan	Iraq	Palestine
Armenia	Kosovo	Senegal
Azerbaijan	Lebanon	Somali
Cameroon	Libya	Syria
Democratic People's Republic of Korea	Mali	Tajikistan
Eritrea		

COST OF VISA FEES

Single entry visa (business or Tourism)

HOW TO APPLY

1. Go to www.evisa.go.ke and click on create eVisa account
2. Once Logged in, Select Department of Immigration services.
3. Select submit Application.
4. Select Kenyan Visa.
5. Select the type of Visa and read the Instructions Carefully.
6. Fill in the application form.
7. Pay Using visa card, MasterCard and other debit cards.
8. Await approval via email, then download and print the eVisa from your eCitizen account.
9. Present your printed eVisa to the immigration officer at the port of entry.

POINTS TO NOTE

1. Visa processing fee is non-refundable.
2. Incomplete applications will be rejected.
3. The possession of an eVisa is not the final Authority to enter The Republic of Kenya.
4. Engaging in any form of business or employment without a requisite permit or pass is an offence.
5. A visa is required prior to entry into The Republic of Kenya.
6. The e-Visa printout must be presented at the port of entry.

For further information on immigration issues affecting the Congress please contact:
register.postharvest@gmail.com