

AETFAT 2017 INFORMATION TO PARTICIPANTS

CONFERENCE INFORMATION

VENUE

The XX1 AETFAT 2017 Congress will be held at the Catholic University of Eastern Africa (CUEA) main campus in Nairobi County. It will be in the Auditorium situated at the Learning Resource Centre (LRC). The campus is located on Bongani E Road, off Magadi Road in Langata, 12kms from Nairobi Central Business District (CBD) [more](#)

ACCOMMODATION

Accommodation must be organized by each congress attendee independently. There are a number of hotels located close to the [meeting venue](#).

Accommodation options that are close to the meeting venue can be viewed in the link: [Some Accommodation options](#)

Those attending the meeting can choose to either stay at a hotel nearby or in the city center and travel to and from the conference venue. Be advised that traffic in the city center is often very heavy.

POINTS OF CONTACT

For logistical issues please call Peris (Secretariat) +254 722 449312 or Patricia (Event Organizer) +254 722 833410.

REGISTRATION AND INFORMATION DESK

The registration and information desk will be situated in the foyer of the Catholic University of Eastern Africa, and will open as follows:

| | |
|---------------------|----------------|
| Sunday, 15 May 2017 | 15:00 to 17:30 |
| Monday, 16 May 2017 | 08:00 to 16:00 |

NAME TAGS

Conference name tags should be worn by all participants at all times during the congress. Name tags are essential for admission to the scientific sessions, the exhibition and social events.

ABSTRACT BOOK

An abstract book of the meeting is included in your conference bag.

ORAL PRESENTATIONS

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All plenary and parallel oral sessions will be held in the Catholic University of East Africa. No presentation on Wednesday as this is when Mid-Week tour will take place. All the venues will be equipped with a computer with a data projector, Laser pointer and a Microphone. A technician will be available to assist speakers in loading their presentations.

- All computer presentations should reach the technicians in the slide preview room at least 3 hours prior to your presentation.
- Computer presentations must be in Windows XP or later Versions in power point.
- **IMPORTANT: The slide preview room will be open on Sunday 14th May from 17:00 – 19:00 for all delegates presenting on Monday 15 May 2017.**

POSTER PRESENTATIONS

The poster venue will be in the Congress foyer, which has been dedicated for Poster Viewing as indicated in the program.

Size: Poster should be no larger than an A1 Poster size (portrait Orientation preferred).

Mounting: Posters will be mounted on the morning of Monday 15th May, 2017 and MUST be removed by Friday at 13.00. Materials to mount posters will be provided at the poster venue. Each poster board will be marked with a sub-theme. You will mount your poster on the number indicated on the poster stands (check the program for your poster number).

Poster Viewing: See the program.

EXHIBITIONS

Various organizations will display their materials at the exhibition place. These include National Museums of Kenya (Science Expo), Sino Africa Joint Research Centre, Kenya Forest Service, Base Titanium, Picturae, Shanga na Kanga, ITHAKA/JSTOR, Nairobi City County Government, Bomas of Kenya, Go Places and Nature Kenya.

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LUNCH AND REFRESHMENTS

Coffee and Tea will be available during breaks in the foyers of the Catholic University of East Africa.

All meals provided will be halal. Those with special dietary needs are to inform the Secretariat.

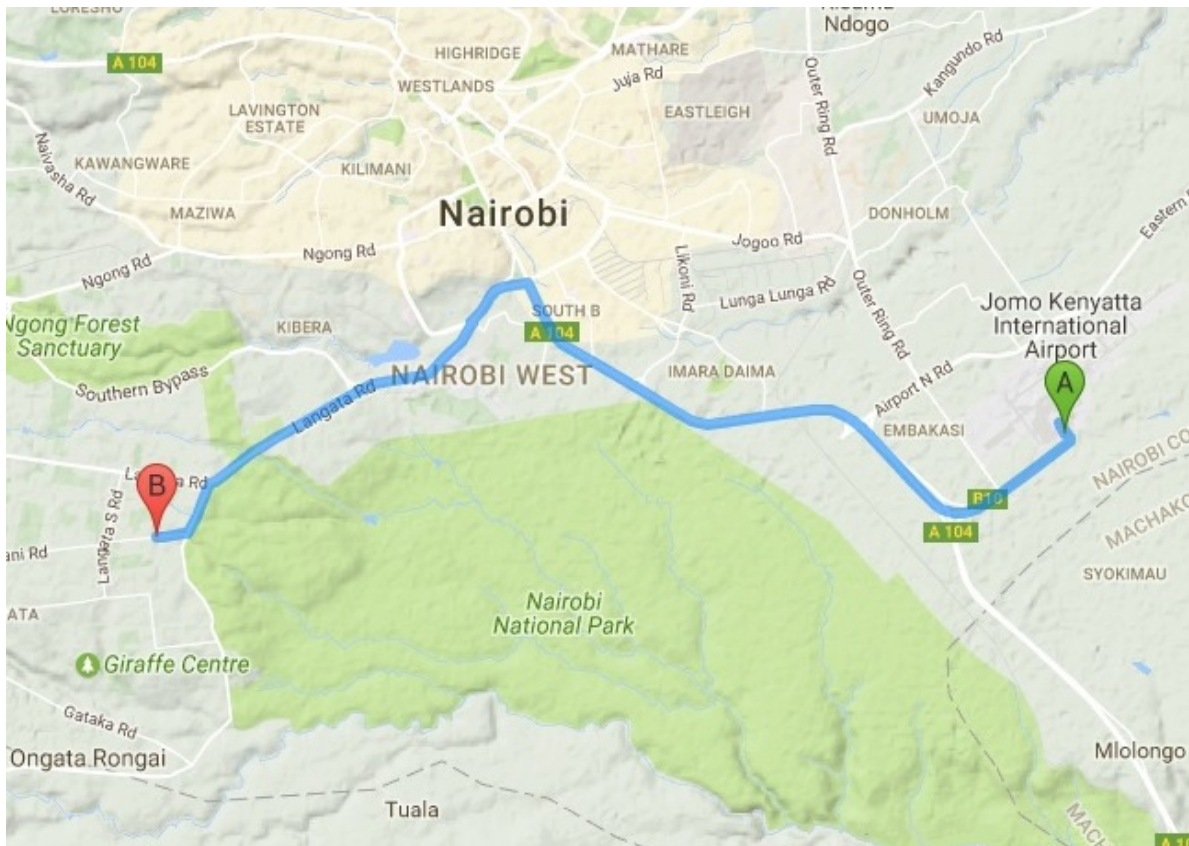
Meal vouchers will be provided. It will also include one voucher for the congress dinner. Packed lunch will be provided for the pre-congress before departure from the Catholic University of East Africa 8:00am.

HOW TO GET TO THE VENUE

Catholic University of East Africa is situated located in Langata, a southwestern neighborhood of the city of Nairobi.

Map showing Jomo Kenyatta International Airport (JKIA), Central Business District (CBD) and Catholic University.

JKIA to Catholic University: - Average of 24 Kilometers.



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CONGRESS TRANSPORT

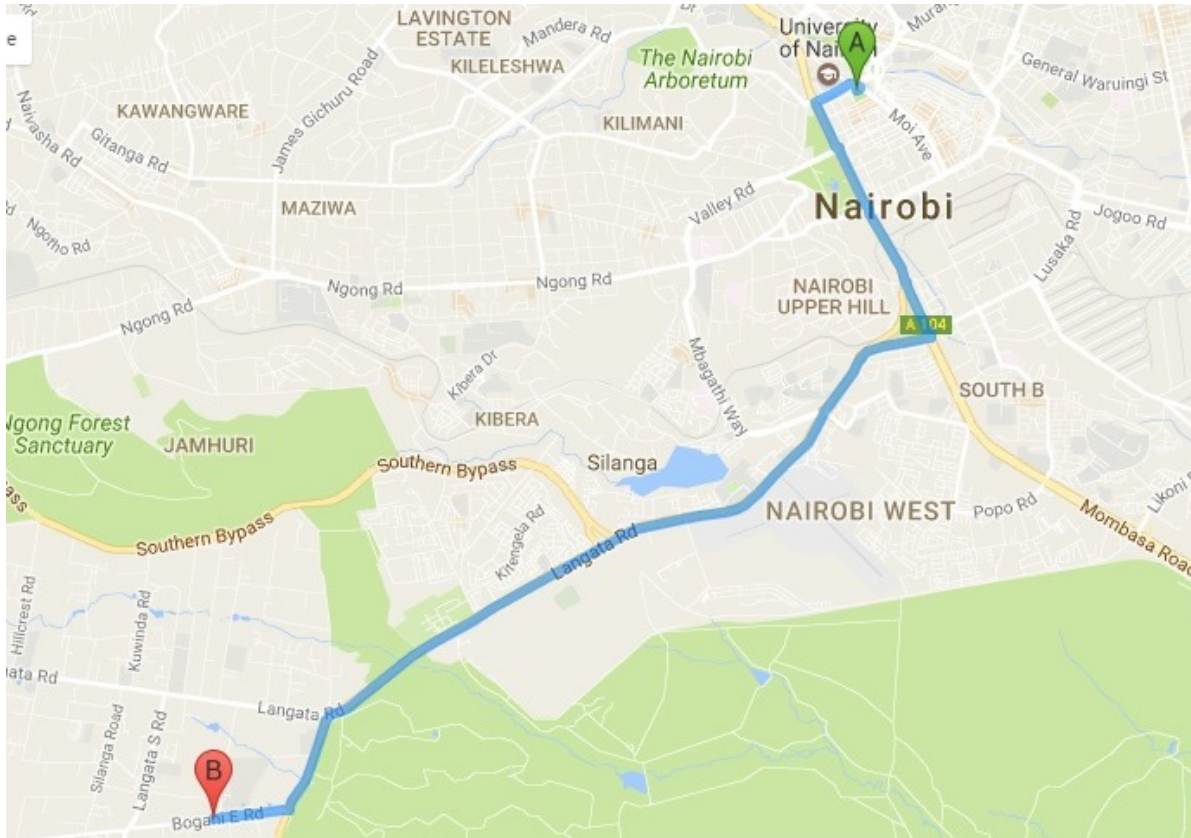
Daily transport

Daily transport will be provided ONLY to participants residing in Nairobi's CBD and those staying at hotels to the proximity of Langata road. Please check in the list of Hotels/guest houses indicated whether your choice was within walking distance or whether you would require your transport.

The pick-up points are:

1. CBD: Jeevanjee garden opposite Clarion hotel, along Tom Mboya street
2. Along Langata Road: 1st stage opposite Weston hotel and KWS HQs stage

Jeevanjee Gardens to Catholic University:- Average of 13 kilometers



Those using public transport take route no. 125 to Rongai and alight at junction to CUEA. For those who will be driving, they can access CUEA using any of the 3 gates and park behind the cafeteria.

Transport to social functions

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| Date | Function | Transport |
|------------------------------------|--------------------------|--|
| Wednesday 17 May 2017 | Day Excursions – 3 sites | Transport included. Buses will depart from CUEA at 08:00. Please ensure that you report no later than 7:45. |
| Thursday 18 th May 2017 | Dinner | Transport included. Buses will depart from CUEA at 19:00. Please ensure that you report no later than 18:45. |

MID-WEEK TOUR

Wednesday 17 May 2017

Departure time: 08:00

The three options of the sites have been uploaded and you are **choose one** and inform the Secretariat. They are Brackenhurst, Hell's Gate National Park and Olorgesailie pre-historic site. Briefs of the same are on the AETFAT website.

Venue: Buses to depart from the Catholic University of Eastern Africa

Dress: Casual

What to carry:

- Insect (mosquito) repellent
- Warm clothes
- Umbrella and/or rain coat
- Field boots
- Hat, sun screen and sun glasses
- Camera

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GENERAL INFORMATION

CREDIT CARDS

Major credit cards (American Express, Diners club, Master card and visa) are accepted in most hotels, restaurants and shops. ATM Machines are also available across Nairobi.

FOREIGN EXCHANGE

There are credible foreign exchange bureaus in the Jomo Kenyatta International Airport, in the city centre as well as in most hotels and shopping malls. Banks are open Mondays to Fridays, generally from 09:00 to 15:30 and on Saturdays from 08:00 to 11:00.

INTERNATIONAL AIRPORT

Jomo Kenyatta International Airport (JKIA) is Kenya's largest aviation facility, and the busiest airport in East Africa. Its importance as an aviation center makes it the pace setter for other airports in the region. The Airport is fully operational. JKIA has direct flight connections to Europe, the Middle East, Far East and the African Continent. For more information you can visit the website <https://www.kaa.go.ke/airports/nairobi-jomo-kenyatta-intl-airport/jomo-kenyatta-international-airport>

TRANSPORT

If you need transportation, you can download the UBER APP (<https://play.google.com/store/apps/details?id=com.ubercab&hl=en>) on your smart phone device and that will help you with your travel around the city.

HEALTH INFORMATION

This U.S. Centers for Disease Control website provides helpful information on vaccinations and medications travelers to Kenya should be aware: [link](#)

LIABILITY AND INSURANCE

The Conference secretariat and the local organizer cannot accept liability for personal accidents or loss of or damage to private property of conference participants and accompanying persons. Participants and accompanying persons are advised to take out their own personal travel and health insurance for the trip.

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CURRENCY EXCHANGE, CREDIT CARDS AND ATMs

The currency unit in Kenya is Kenya Shilling (KSH). Denominations include Ksh 1, Ksh 5, Ksh 10, Ksh 20, Ksh 50, Ksh 100, Ksh 200, Ksh 500 and Ksh 1,000.

Exchange rates as of 27/04/2017 can be found in the following Central Bank of Kenya link: <https://www.centralbank.go.ke/forex/> International credit cards are accepted at all hotels and most restaurants and shops.

Foreign currency may be exchanged at forex bureaus and banks on Monday – Friday 9 AM – 4 PM and Saturday Friday 9 AM – 4 PM. They are closed on Sunday. <https://www.centralbank.go.ke/index.php/bank-supervision/forex-bureaus/14-bank-supervision/82-licensed-forex-bureau>

ATM machines are available country wide, with 24-hour access. Most accept international VISA cards.

Mobile money/transfers can be done using one's smartphone. Upon registration at a mobile company shop, using ID/Passport. You can pay most of the services using this mobile transfer method.

SHOPPING HOURS

Most shopping malls in Nairobi stay open from 9 or 10 AM until at least 6 to 8 PM (or may close slightly earlier on Saturdays and Sundays). The closest are Galleria Mall along Langata Road, opposite Bomas of Kenya and The Hub in Karen.

PHONE CALLS

The national phone code to Kenya is +254, then add the regional code but delete an initial "0" before the individual connection. When calling out of Kenya, you must start by dialing "+".

ELECTRICITY

The electrical current provided in Kenya is 220 – 240 Volts, 50 Hz A/C. Socket and plug is a standard 13-amp three square-pin as seen in the image. See Plug and outlet type G below

