

# IWC/MAY19/BMI/GEN/02

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## Information for Workshop Participants

IWC Secretariat



INTERNATIONAL  
WHALING COMMISSION

# Information for Participants of IWC Workshop- Bycatch Mitigation Opportunities in the Western Indian Ocean and Arabian Sea

## Visas for entry to Kenya

You may need to get a visa to enter Kenya, please visit <http://evisa.go.ke/eligibility.html> to check your eligibility status for your Country. If you are eligible you can apply for an e-visa online via <http://evisa.go.ke/evisa.html> (NOTE: the 'create an account' link at the foot of the page does not work, please use the one at the top of the page)

Visas are available at Kenyatta International Airport, however this is a lengthy process, so the above method is recommended.

## Safari Park Hotel

The workshop will take place in the Safari Park Hotel just outside of Nairobi. If you are an IWC funded participant your room and airport transfer has already been booked. If you are a self-funded participant you will need to book this yourself. If you are a Pew, or WIOMSA funded participant you will need to check arrangements for booking.

If booking yourself, please also book your airport transfer between the airport to the Safari Park Hotel directly through the hotel. The transfer takes approximately 30 minutes depending on traffic.

In order to reserve your hotel room under the IWC-negotiated rate for the bycatch workshop and other IWC meetings, please follow the instructions below:

## Hotel Reservations

1. click [here](#)
2. select arrival and departure dates
3. check number of nights
4. click 'check availability'
5. view special offers for IWC rates (including breakfast): *(all inc. VAT)*  
*Deluxe (standard) room USD \$180 (twin \$210)*  
*Junior suite \$230 Business suite \$260*  
*Executive suite \$280*



6. Select number of rooms from drop-down
7. enter your personal details on the next form and select payment option
8. accept the terms
9. click 'Finalise Booking'

If you encounter any problems, please contact Catherine Ngugi at [cngugi@safariparkhotel.co.ke](mailto:cngugi@safariparkhotel.co.ke)

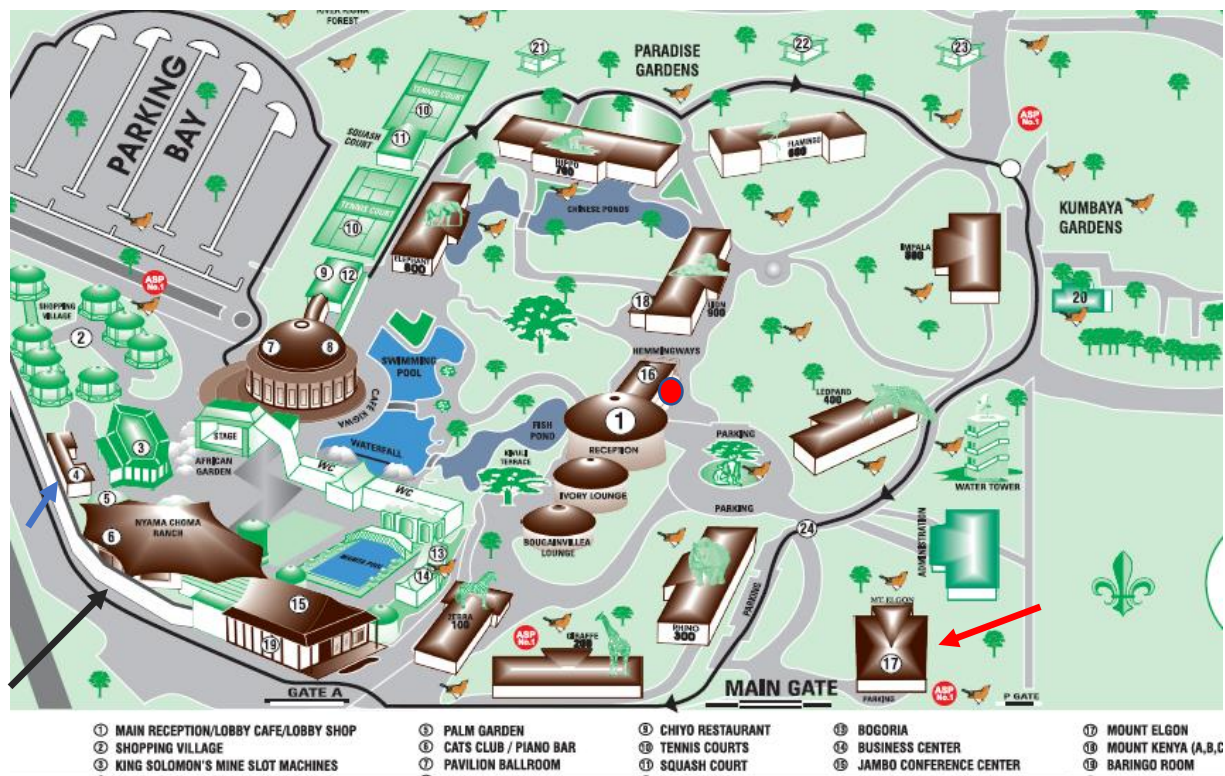
### Airport Transfers to Safari Park Hotel

If you are arriving at Kenyatta International Airport your airport transfer should have been already arranged by you through the Safari Park Hotel (or by Julie Creek for IWC funded participants). If you have not organised your transfer, please get in touch with the Safari Park Hotel to do this as soon as possible.

The cost of this will vary depending on how many participants are arriving or departing within the same time frame, but is likely to be between 15 and 50 USD per person. This cost can be added to your hotel bill for payment on departure.

### Safari Park Hotel Information

<http://www.safaripark-hotel.com>



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## **Workshop & meal venues**

The workshop will be taking place in the Mount Elgon room. No.17 on the map, and indicated with a red arrow.

The lunches will be served Cafe Kigwa

Dinner on the 8<sup>th</sup> May will be at Nyama Choma inside the Safari Park Hotel (indicated by a black arrow- No.6 on map)

Dinner on the 9<sup>th</sup> May will be at La Piazzetta Restaurant inside the Safari Park Hotel (indicated by a blue arrow- No.4 on map)

Please advise Marguerite Tarzia **if you do not wish to join the above dinners** and please also advise otherwise of any dietary requirements by 1<sup>st</sup> May. Vegetarian options will be available. Please see the details below on the reimbursements and costs in relation to dinner costs.

## **Reimbursements & costs for meals**

Lunch on the 8<sup>th</sup> and the 9<sup>th</sup> is included in your workshop participation and therefore there is no need for participants to pay for this (so long if this is taken at Café Kigwa).

### ***IWC funded participants***

If you are one of the participants funded directly by the IWC then the dinner at the Nyama Choma (on the 8<sup>th</sup>) and at the La Piazzetta (on the 9<sup>th</sup>) will be already paid for you. If you choose to dine at another venue then this will be at your own cost.

### ***Self-funded, Pew-funded, WIOMSA funded participants***

If you are a self-funded participant or funded by Pew or WIOMSA then you will need to pay for your dinner at the Nyama Choma (on the 8<sup>th</sup>) and at the La Piazzetta (on the 9<sup>th</sup>) and then (as applicable) claim this back from your funding organisation.

As above, please let us know by 1<sup>st</sup> May if you do not plan to join us for either of these organised dinners so that we can finalise numbers.

## **Registering online for the meeting**

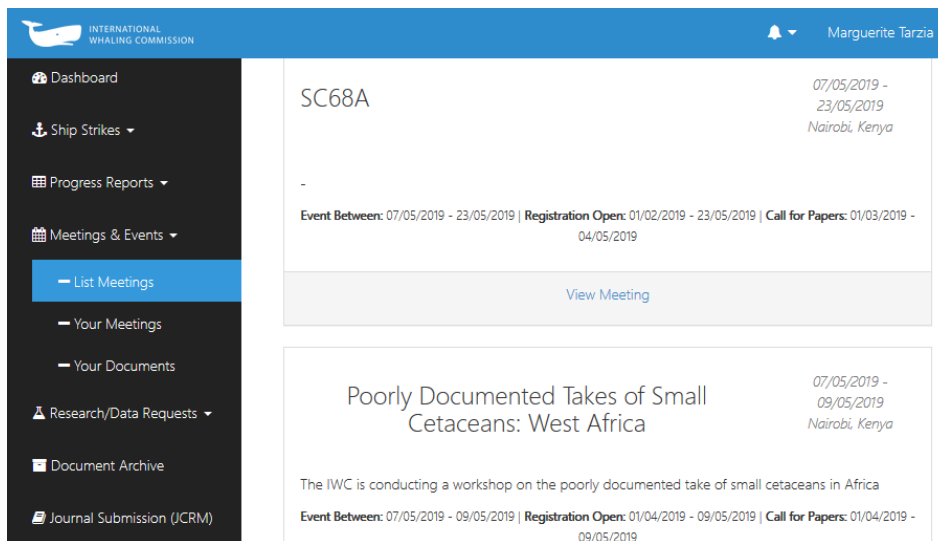
All participants need to register online for the meeting to facilitate document sharing.

### **Portal registration:**

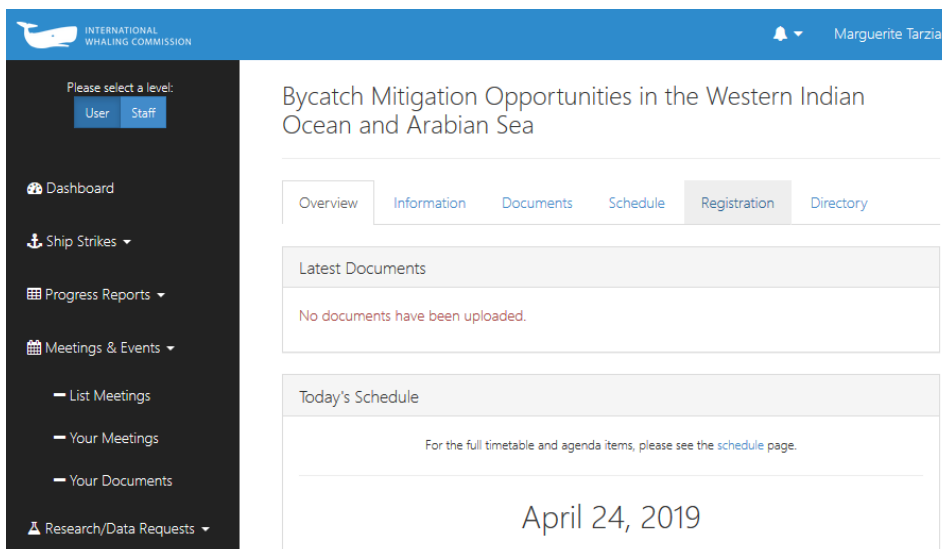
- 1) Please go to <https://portal.iwc.int/signup> and create an account. Please upload a photo to your profile (THIS IS IMPORTANT- as we are creating meeting badges for you)



- 2) Once you have created an account you need to register for the bycatch meeting, so log in to the portal using the account you have just created.
- 3) Go to 'List Meetings' under the 'Meetings and Events' tab.



- 4) Choose 'Bycatch Mitigation Opportunities in the Western Indian Ocean and Arabian Sea' and select 'view meeting'.
- 5) Click on the 'Registration' tab



- 6) Complete your registration. You can now access all the workshop documents, including the agenda, and reference material 'for INFO' on the 'documents' tab.

### **Expert Panel Meeting (morning of 8<sup>th</sup> May)**

Additional information only for members of the Bycatch Expert Panel on the 7<sup>th</sup> May and morning of 8<sup>th</sup> May.

7<sup>th</sup> May ice breaker event- drinks at 17:00 in Café Hemmingway

Followed by a dinner in The Chiyo in the Safari Park Hotel at 19:00. (marked with a red circle on the map)

### **Costs & Reimbursements for Expert Panel Dinner**

#### ***IWC funded participants***

If you are one of the participants funded directly by the IWC then the dinner on the 7<sup>th</sup> at The Chiyo will be already paid for you..

#### ***Self-funded, Pew-funded, WIOMSA funded participants***

If you are a self-funded participant or funded by Pew or WIOMSA then you will need to pay for your dinner at the The Chiyo (on the 7<sup>th</sup>) and then (as applicable) claim this back from your funding organisation.

As above, please let us know by 1<sup>st</sup> May if you do not plan to join us for this dinner so that we can finalise numbers.

Please let Marguerite know if you have any dietary requirements by the 1<sup>st</sup> May.

### **Expert Panel meeting- morning of 8<sup>th</sup> May**

The morning session on the 8<sup>th</sup> is the Bycatch Expert Panel. It will be held in Mount Elgon and will begin at 8:30am.

