



Logistical note

**ENTRI TRAINING ON MENTORING IN CIVILIAN CRISIS MANAGEMENT**  
**12 Feb – 15 Feb 2019**  
**Nairobi, Kenya**

**LOGISTICAL INFORMATION**

**1.) COURSE START**

The course will start on Tuesday, 12 February 2019 at 9.00 at a hotel (TBC) in Nairobi, Kenya. The course ends on Friday, 15 February 2018 at around 16.30.

**2.) TRAVEL TO NAIROBI**

a) Flights

Travel costs must be borne by the participant.

b) Immigration

Please make sure to have all required travel documents (valid passport, with visa if applicable) at hand when you arrive and pass the immigration control.

In case you plan to stay in the region as tourist after the end of the programme, please make sure that you have already made necessary arrangements (bookings, visa that also covers the additional time you want to spend in this country etc.).

c) Transfer to venue on Monday, 11 February. Please let us know as soon as possible after you have been selected as a participant if you need support with arranging a transfer from Nairobi Airport to the hotel.

**3) VENUE AND ACCOMMODATION**

The course will take place at a hotel (TBD) in Nairobi, Kenya. Once you have been selected, please let us know as soon as possible if you will be staying at the venue or if you will arrange your own accommodation at your own expenses. We will send a registration link to all selected participants where they can provide this information.

All meals during the training will be organised for you. Please refer to the agenda (lunch and coffee breaks will be served each day). If you have any special needs (medical, dietary, etc.) please let us know so that we can make the necessary arrangements.

Wi-fi is available at the hotel.

**4) INSURANCE & LIABILITY – MEDICAL ISSUES**

CEP cannot provide any insurance coverage and declares explicitly that both participation in the course as well as the necessary stay at the training facilities are at the own risk of the participants. Please make sure to organise medical insurance for your stay in Kenya as medical emergencies and treatment will not be covered by CEP (e.g.: <http://www.worldnomads.com/>). Furthermore, please make sure to take all your personal and specific medications you might need with you.

#### **5) WEATHER ADVISORY / ATTIRE & DRESS CODE**

You should expect mild spring weather conditions with temperatures around 21 degrees Celsius. Dress Code is smart casual for the entire course.

#### **6) WORKING LANGUAGE:**

English.

#### **6) DEPARTURE**

Please let us know if you need support with arranging transport to Nairobi Airport. Please note that all participants are expected to stay for the full duration of the course. The intensive character of the training does not allow for any additional commitments during the training.

#### **7) POINTS OF CONTACT**

For information about course content and logistics, please contact Ms Ivana Boštjančič Pulko:

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