



**2009 Third Edition of African Ministers Conference on  
Financing for Development (F4D) –  
*Climate Change: financing opportunities and challenges to achieve the  
MDGs In Africa***  
**INFO SHEET**

The Minister of Finance and Economic Planning of the Government of Rwanda is pleased to welcome you to the Third Edition of African Ministers Conference on Financing for Development (F4D). Important information regarding the Meeting and other arrangements is outlined in this document.

---

**WHERE**

**KIGALI, RWANDA**

Kigali Serena Hotel

Rue de la Révolution

P.O. Box 7469

Tel: +250-597100 Fax: +250-597101

<http://www.serenahotels.com/rwanda/kigali/home.asp>

**WHEN**

21 and 22 May 2009

**WHO**

The F4D will be attended by approximately 200 senior level delegates, including:

- ✓ High Level Representatives of the Government of Rwanda from the Presidency, the Primature, Ministries, Local Governments, Parliament, the Supreme Court, and Parastatal Organizations;
- ✓ African Ministers of Finance and Ministers of Environment;
- ✓ In- and out-of-country Senior Representatives from Multi-Lateral and Bi-Lateral Donor Agencies;
- ✓ Representatives from the Rwanda Private Sector, International and National NGOs, and Faith-Based Organizations.

**WHAT**

The F4D is a high-level strategic forum for dialogue between the Government of Rwanda, other African Governments and Development Partners. The main objectives of the F4D are to provide:

- ✓ Assess the current situation in regards to climate change and its direct consequence on **economic growth** and how it affects growth projections;
- ✓ To review the **financing opportunities** offered by the carbon market, and other global facilities and mechanisms
- ✓ A forum for Governments to showcase their major achievements and constraints in implementing climate change related development programmes.
- ✓ A forum for Governments to present their policies and strategic priorities for climate change.
- ✓ An environment for open discussion with regard to appropriate mechanisms for mobilizing external resources aimed at financing climate change programs

Please register for the 2009 F4D by following the confirmation procedures indicated below.

## HOW

### **CONFIRMATION PROCEDURE**

- Please
- email the filled registration form to [info@devpartners.gov.rw](mailto:info@devpartners.gov.rw)
- Or, please fax the registration form to +250-571045 or +250-252571045
- Deadline for registration is **28 February 2009**

### **CONFERENCE REGISTRATION**

- Kigali Serena Hotel Lobby – Wednesday **20 May 2009** from 17:00 – 19:00
- Kigali Serena Hotel Parking – Thursday **21 May 2009** from 07:00 – 08:00
- Please note that conference badges are required for access to all Meeting events. These will be issued upon presentation of passports or ID during registration.

### **VISA REQUIREMENTS**

The General Directorate of Immigration and Emigration of the Government of Rwanda will facilitate entry visas. If you cannot acquire a visa at a local Rwandan Embassy, you are asked to access <http://www.migration.gov.rw> to submit an *Entry Visa Facilitation Form* (<http://www.migration.gov.rw/singleform.php>). Under the field requesting *Purpose of Visit*, please write *Third Edition of Financing for Development Conference*. You should print out the response to the application form and provide it to the airline upon embarkation if requested to do so.

- The following countries **DO NOT** require a visa:
  - USA, Germany, Canada, Tanzania, Democratic Republic of Congo (DRC), Uganda, Mauritius, South Africa, Kenya, Great Britain, Sweden, Hong Kong and Burundi.
- Visas are **NOT** required for visitors travelling on a UNLP.
- Diplomatic Passports and all other passports will require a visa for entry.
- In addition to a visa, all international visitors may be required to present an International Health Certificate showing proof of a yellow fever vaccination.

### **AIRPORT HOTEL TRANSFERS**

Transportation to and from the hotel will be arranged by the Government of Rwanda if required. Participants requiring transportation must clearly indicate soon the Registration Form by indicating their arrival and departure details. Please note that the Government of

Rwanda is unable to provide transportation for personal outings during your stay, unless specified otherwise.

#### **TRAVEL ARRANGEMENTS**

- The Government of Rwanda would recommend that you arrive in Kigali no later than Wednesday, 20 May 2009.
- The Government of Rwanda requests that you send all travel information using the Confirmation Procedures indicated above
  - Flight number(s), destinations, and arrival / departure times etc.
- Block reservations have been made at the Kigali Serena Hotel. Please contact the hotel directly to make your booking, and indicate to them that you will be attending the Financing for Development Conference in order to take advantage of the preferential room rates (Deluxe – \$196, Superior – \$219, Studio Suite – \$231). The deadline for booking rooms is 19 March 2009.

#### **BUSINESS FACILITIES**

- Participants have at their disposal a Conference Room for the plenary sessions and a Participant's Lounge for bilateral meetings.
- Access to PCs, internet, and printing is available in a separate Delegates Area.
- A Conference Secretariat provides assistance for speakers and participants. Printing and copying facilities for the display and distribution of relevant publications, documents, and information materials are available.
- Written statements to be presented at the Financing for Development Conference or other materials should be submitted well in advance for circulation.
- Services are also available at the Kigali Serena Business Centre. Wireless internet is provided for Kigali Serena Hotel Guests.

#### **DOCUMENT DISTRIBUTION**

Participants are welcome to distribute documents related to their Organization and/or to the theme of the Meeting. All documents must be submitted for registration to the F4D Secretariat prior to distribution. We kindly request that documents in electronic format be sent well in advance to facilitate their timely distribution. Send to [info@devpartners.gov.rw](mailto:info@devpartners.gov.rw).

#### **INTERPRETATION SERVICES**

Simultaneous interpretation will be provided during the sessions of the Meeting in English and French.

#### **ACCOMMODATION**

The Kigali Serena Hotel is situated approximately 25 minutes from Kigali International Airport – in close proximity to Ministries of the Government of Rwanda, Embassies, and Multilateral Organizations. The hotel provides all the services necessary to make your stay enjoyable: comfortable guest rooms, an outdoor pool, a fitness centre, two restaurants, a cocktail bar, a business centre, a foreign exchange bureau, as well as downtown location and proximity to other attractions.

Should you choose to use a credit card, the hotel accepts Visa and MasterCard. **Check in time is 14:00 and check-out time is 11:00.** Any arrangements for early check-in or late check-out must be made directly with the hotel.

The Government of Rwanda will ONLY cover accommodation for this Meeting. The Government of Rwanda is covering all costs associated to the conference facilities and Meeting programme.

### **MEALS INFORMATION**

Breakfast is included with your room at the Kigali Serena Hotel. Coffee breaks and buffet lunch will be held in the hotel during Meeting times, and are provided as part of the Meeting programme.

The following restaurants are within close proximity of the hotel if you wish to dine outside during your stay: Indian Khazana Restaurant (Indian), Chez Robert (mix), Republica Restaurant (mix), Karisimbi Restaurant (mix), Hotel Gorillas (French), New Cactus Restaurant (mix), and Chez John (Traditional).

### **ADDITIONAL INFORMATION**

#### **HEALTH AND SECURITY**

The Government of Rwanda has arranged for an in-house doctor and police to be present at the Kigali Serena at all times during the Meeting. The security situation in Rwanda is stable. The toll-free emergency number, if you require it, is 112. An ambulance will be on standby to transport any visiting participants to King Faysal Hospital. For general health information and precautions for Rwanda, please visit: <http://www.cdc.gov/travel/destinationRwanda.aspx>

#### **Hospitals and Clinics in Kigali**

King Faycal Hospital	585397 / 582421 / 582469
Polyclinique du Plateau	578767
Clinique dentaire des Américains Adventiste	582431
Dr. Vincent Banyangiriki (Dentist)	574009
La Croix du Sud	571590

#### **CURRENCY EXCHANGE**

The local currency is the Rwandan Franc (RWF). The exchange rate is approximately: 1 US Dollar = 562.46 Rwandan Francs, 1 Euro = 729.72 Rwandan Francs. Certain foreign currencies may be changed at authorized banks located throughout Kigali and at Kigali International Airport. Currency exchange is also available at the hotel, but for a lower rate.

Please note that there are no international ATMs in Kigali; and, most places outside the hotel accept only cash.

#### **ELECTRICITY**

The electricity current in Rwanda is 220 volts AC, 50 Hz.

#### **CLIMATE**

The Meeting is held during the rainy season. Although Rwanda still gets much sun during the rainy season, please consider carrying an umbrella and appropriate attire. Daytime temperatures average at 24 – 28 ° Celsius, while temperatures at night will be cooler.

#### **TIME**

Rwanda is in the GMT + 2 hour time zone.

## OTHER ACCOMODATIONS

- **Hotel Gorillas**  
Rue des Parcs  
P.O. Box 1782, Kigali, Rwanda  
Tel: +250-501717 Fax: +250-501716  
<http://www.hotelgorillas.com/>
- **Novotel**  
Boulevard de l'Umuganda  
P.O. Box 874, Kigali, Rwanda  
Tel: +250-585816 Fax: +250-582597  
[http://www.accorhotels.com/accorhotels/fichehotel/gb/nov/3410/fiche\\_hotel.shtml](http://www.accorhotels.com/accorhotels/fichehotel/gb/nov/3410/fiche_hotel.shtml)

## PRIMARY CONTACT INFORMATION

- For confirmations and general enquiries in advance of the Meeting, please contact the Secretariat:  
Tel: +250-571045  
Email: [info@devpartners.gov.rw](mailto:info@devpartners.gov.rw)
- During the conference itself, the information desk in the lobby on the ground floor of the conference centre will be staffed throughout.
- Mr. Michel Sebera  
External Finance Unit (EFU) – Ministry of Finance and Economic Planning  
Tel: +250-596042  
P.O. Box 158 - Kigali, Rwanda
- Dr. Rose Mukankomeje  
Rwanda Environment Management Authority  
Tel: +250-580101  
Fax : +250-580017  
P.O. Box 7436 - Kigali, Rwanda