



In Partnership With



Policy Enabling Environment for Refugee Self-Reliance (PEERS) Roundtable in East Africa

Nairobi, Kenya

March 30-31, 2026

Logistics Note

Dear Roundtable Participants,

Thank you for confirming your participation in the Policy Enabling Environment for Refugee Self-Reliance (PEERS) Roundtable, to be held at the Trademark Hotel, Village Market, Nairobi, Kenya on 30th-31st March 2026. The roundtable is convened by the Refugee and Forced Displacement Initiative (RAFDI) at the Migration Policy Institute (MPI), in partnership with the Center on Forced Displacement (CFD) at Boston University and the East African Centre for Forced Displacement and Migration (EACFMD).

We look forward to welcoming you to Nairobi, Kenya.

PEERS ROUNDTABLE AND TRAVEL DETAILS	
MEETING SCHEDULE	Arrival Date is 29th March for those coming from outside Nairobi Meeting Days: 30th – 31st March 2026 (2 days) The roundtable starts from 08:30 to 17:00 on both days.
VENUE	Trademark Hotel Limuru Road, Village Market, Gigiri, Nairobi, Kenya – 00621 Phone Numbers: +254 730 886 000 Website: https://www.trademark-hotel.com/ Trademark Hotel is approximately: <ul style="list-style-type: none">• 26 km from Jomo Kenyatta International Airport• 20 km from Wilson Airport (Domestic)• 10 km from Nairobi CBD• 500 m from US Embassy and UN Headquarters Lunch and two coffee breaks are included for all conference participants.
ORGANIZER CONTACTS	Julia Davatzes – MPI Mobile: +1 203 984 7437 (WhatsApp) Email: jdavatzes@migrationpolicy.org Catherine Rael – EACFMD Mobile: +254 723 301 657 (WhatsApp) Email: rael@forcedmigration.or.ke Aislinn Mershon – Boston University CFD Mobile: +1 617 833 8310 aislinnm@bu.edu Maryam Khalil – Boston University CFD Mobile: +1 513 968 8331 Email: maryamk1@bu.edu
ACCOMODATION	Self-sponsored participants are responsible for arranging and financing their own travel and accommodation. Please see below hotel options: <u>1. Trademark Hotel</u> This is where the venue will take place. It is conveniently located within a safe, busy complex suitable for stay, shopping and dining. Note that they have limited available rooms. Email: reservations@trademark-hotel.com

	<p>https://www.trademark-hotel.com/</p> <p>2. Tribe Hotel This hotel is 200 meters away from Trademark Hotel, albeit within the same village market complex. Email: reservations@tribehotel-kenya.com https://www.tribe-hotel.com/</p> <p>Please note that there are more hotels near the event venue. You may use this link to explore them & book your accommodation accordingly.</p> <p>Please reach out to Julia Davatzes at jdavatzes@migrationpolicy.org with any questions about accommodations.</p>
SPONSORED PARTICIPANTS	<p>Your ticket will be procured by MPI. Invited RLOs representatives will receive a modest per diem to cater for their evening meals according to the rules and policy of the donor.</p> <p>MPI & the organizers will be responsible for booking and paying for your hotel accommodation at the Trademark Hotel. If unsure about your sponsorship, reach out to Julia Davatzes jdavatzes@migrationpolicy.org.</p>
AIRPORT TRANSFER / HOTEL SHUTTLE SERVICE	<p>Non-sponsored participants are encouraged to book their own airport transfer/ transportation from Jomo Kenyatta International Airport (JKIA) by contacting their hotel and inquire about hotel shuttle services.</p> <p>Airport taxis & e-hailing cabs (Uber, Bolt, etc.) are also available, cheaper and convenient. We strongly recommend using the express way, exiting at the James Gichuru exit and thereafter taking the red hill link road to avoid traffic congestion to and from the airport.</p>
VISA REQUIREMENTS	<p>On January 1st, 2024, Kenya replaced its eVisa system with an Electronic Travel Authorization system (eTA) which is now operational.</p> <p>With the exception of holders of: valid Kenya Passports, holders of Kenya Permanent Residence, valid Work Permits and Passes and nationals from the East African Partner States, all visitors including infants and children who intend to travel to the Republic of Kenya, must have an approved eTA before the start of their journey.</p> <p>Visitors must apply for the eTA via https://etakenya.go.ke/ and pay online a processing fee of USD \$34. Sponsored participants will be reimbursed. Please confirm the same information with your sponsor. All eTA applications for Kenya should be submitted at least 3 days prior to the travel to ensure adequate time for authorization. However, it is recommended to submit the application in advance.</p> <p>The processed eTA will be sent through the system to the email of the traveller. Nevertheless, you can also directly check the application status using your unique reference number.</p> <p>Requirements for all travelers:</p> <ul style="list-style-type: none"> • Valid passport for at least six (6) months after your planned date of arrival into Kenya with at least two blank pages passport-type photo • Details of your arrival and departure itinerary • Accommodation booking confirmation in Kenya

	<ul style="list-style-type: none"> • Credit card, debit card, Apple pay or other means of payment <p>Health Requirements:</p> <ul style="list-style-type: none"> • Yellow fever certificate is mandatory for all those travelers coming from countries with high prevalence of Yellow fever. <p>Please note that the eTA is for a single entry into Kenya.</p> <p>Once submitted, please allow for three working days for your approval to come through. If you need a visa letter, you may attach your MPI invitation letter or contact Catherine Rael in Nairobi at rael@forcedmigration.or.ke.</p>
WORKING LANGUAGE	The event will be conducted in English Language with no option for translation.
ALLERGIES AND ADDITIONAL ACCOMODATION	Please reach out to Julia Davatzes at jdavatzes@migrationpolicy.org if have any food allergies, require mobility assistance, or are in need of any additional assistance to support your full participation at the PEERS Roundtable.

SECURITY AND MEDICAL SERVICES	
SECURITY	<p>Diplomatic Police Unit Emergency Contacts: +254 (0) 708 589 522/ +254 (0) 731 170 666. You could also contact Gigiri police on +254 (0) 20 762 0000</p> <p>In addition, please contact your organization’s security advisors and/or managers for details of your security.</p> <p>For the Red Cross Movement’s Host National Society: Kenya Red Cross Society, 1199 (hotline), +254 703 037 000 IFRC Security Staff, or email info@redcross.or.ke.</p>
MEDICAL SERVICES	<p>There are Medical Centers in Village Market and near Gigiri. Inquiries or arrangements can be made at the front desk by the reception staff.</p> <p><u>1. M.P. Shah Hospital, Village Medical Centre</u> Limuru Road, Gigiri Phone: +254204291500/+254111159000 Ambulance +254 707 044 115 Open 24/7</p> <p><u>2. Warwick Outpatient Centre</u> United Nations Avenue, Gigiri Phone: +254 703 072000 / 729 110202/ +254 729 110 203</p>
EMERGENCY NUMBERS	National Police Service: 999, 112 Open 24/7

ADDITIONAL LOGISTICS	
ELECTRICITY	Plug: Electric Power in Kenya is 240 – 415 VV running at 50Hz with a G plug type. Carry a power adaptor with you for compatibility.
CURRENCY EXCHANGE	The local currency is the Kenyan shilling (KES). Currency can be exchanged in foreign exchange bureau and banks. Banks operate between 8/9AM and 4/6PM (weekdays), and 9AM to 12/4PM on Saturdays depending on the bank branch. The easiest currencies to exchange are the US Dollar, Sterling Pounds,

	<p>and Euro. Major credit & debit cards are also accepted by most vendors alongside local mobile money platforms such as Mpesa.</p> <p>For your convenience, there are several banks and foreign currency exchange outlets at the village market. You will need a picture ID to transact.</p> <p>Here are the approximate exchange rates:</p> <ul style="list-style-type: none"> • 1 USD – 128 KES • 1 Euro – 151 KES • 1 Pound – 173 KES
WEATHER	<p>Nairobi weather is generally tropical with a warm but mostly cool climate. It is anticipated that the weather during the roundtable period will be warm, sunny and characterized by light to medium rainfall. The average temperature is 26°C (79°F)</p> <p>Rainfall is likely to be near-average to above-average. Occasional heavy rainfall events may be experienced. A detailed seasonal outlook may be accessed here.</p> <p>Recommended Attire:</p> <ul style="list-style-type: none"> • Formal clothing: suits / smart casual wear • Light clothing for warm temperatures • A light jacket/umbrella for occasional rain showers • Comfortable walking shoes for exploring the venue and evening walks
LEISURE EXPERIENCE	<p>Giraffe Centre https://www.giraffecentre.org/ Enjoy a memorable interactive wildlife experience hand-feeding endangered Rothschild’s giraffes in Langata.</p> <p>Nairobi National Park https://www.kws.go.ke/nairobi-national-park A safari park right next to the city where you can see lions, giraffes, zebras, rhinos and more.</p> <p>National Museum of Kenya https://museums.or.ke/our-rates/ Learn about Kenya’s history, culture, and natural heritage</p> <p>Maasai Market https://www.wildlifekenyasafari.com/maasai-market-in-nairobi/ Colorful craft market with beadwork, fabric, art and souvenirs — great for gifts!</p>

We wish you a productive convening and a pleasant stay in Nairobi, Kenya!