



## NEPAD PLANNING AND COORDINATING AGENCY

Dear delegate,

We thank you for confirming your participation in the Africa Communication Network SE4All 19-20 June 2014. We outline the logistical issues that need your attention. We look forward to welcoming you in Nairobi Kenya and to a fruitful event.

### Safety tips

- Visitors are encouraged to be vigilant and aware of surroundings at all time.

### Conference and Accommodation

- **Technical Meeting -Thursday 19 June through Friday 20 June 2014**

#### Venue for Accommodation

- **Oak Place**
- Conference and Training Centre
- Ridgeways, Off Garden Estate Road
- Opposite Oak Lane
- T : +254 020 8034322
- C : +254 0727 959 026, 0733 136363
- E [info@oakplace.co.ke](mailto:info@oakplace.co.ke)

### Self- Paying Delegates

- Please note that **you are responsible for all other costs and incidentals**

### Airport Transfers

- Your airport transfers in Nairobi Airport to the Oak Place Hotel has been arranged

### Medical Emergencies

- Please contact hotel reception or NEPAD Secretariat Office

### Useful Contacts for Hotel and other issues

**[Khanyiswa Jako@nepad.org](mailto:Khanyiswa.Jako@nepad.org) ; [Lucy\\_at\\_reservstions@oakplace.co.ke](mailto:Lucy_at_reservstions@oakplace.co.ke)**

Sincerely,

Prof Mosad Elmissiry  
Head Energy Unit  
Infrastructure Programme  
NEPAD