

THE 10TH MEETING OF THE INTOSAI WORKING GROUP ON BIG DATA (WGBD)



from 14–18 June 2026,
Nairobi, Republic of Kenya

LOGISTICAL NOTE

The Office of the Auditor-General of Kenya (SAI Kenya) has the honour to welcome all delegates to Nairobi for the 10th Meeting of the INTOSAI Working Group on Big Data (WGBD), scheduled to take place from 14 to 18 June 2026.

This Logistical Note has been prepared to provide delegates with essential information relating to travel formalities, accommodation, airport transfers, meeting arrangements and general guidance for their stay in Kenya.

Participants are kindly encouraged to review this information carefully and to make the necessary preparations in good time to ensure a smooth and comfortable visit.

1. MEETING VENUE



The Meeting will be hosted at:

Mövenpick Hotel & Residences Nairobi
Mkungu Close, Westlands, off Parklands Road
P.O. Box 1853 – 00606, Nairobi, Kenya
Telephone: +254 709 548000
Email: hotel.nairobi@movenpick.com

2. ACCOMMODATION ARRANGEMENTS

Delegates are kindly requested to make their own accommodation reservations.

For ease of access and convenience, the following hotels are recommended, all of which are situated within reasonable proximity to the meeting venue. The Office of the Auditor-General of Kenya has negotiated limited preferential rates with selected establishments.



Recommended Hotels

1. Mövenpick Hotel & Residences Nairobi (Official Meeting Venue)
Mkungu Close, Westlands
Website: www.movenpick.com
2. The Golden Tulip Westlands Nairobi,
65 Muthithi Road, Westlands, Nairobi
Website: westlands-nairobi.goldentulip.com/en-us/
3. Best Western Premier Westlands
Karuna Road, Westlands, Nairobi
Website: <https://www.bwpremierwestlands.com>
4. Fairmont The Norfolk Hotel
Email : norfolk.reservations@fairmont.com
Toll Free Room Reservation Telephone [+1 800 257 7544](tel:+18002577544)
5. Sarova Stanley Hotel
Kimathi Street, Nairobi CBD
Website: www.sarovahotels.com

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6. Trademark Hotel, Limuru Road
The Village Market, Gigiri, Nairobi, KENYA – 00621.
Email: reservations@trademark-hotel.com
 7. Hyatt Regency Nairobi Westlands
Reservation Enquiries: reservations@citybluehotels.com
Telephone: +254203631234

When making reservations, delegates are kindly advised to quote:

“INTOSAI WGBD Nairobi 2026” to access negotiated rates where available.

Early reservation is highly recommended.

3. IMMIGRATION, VISA AND TRAVEL ENTRY FORMALITIES

Kindly familiarize yourselves with travel requirements to Kenya via Electronic Travel Authorisation (eTA) Directorate of Immigration & Citizen Services through Link: [Kenya Electronic System for Travel Authorisation \(eTA\) \(etakenya.go.ke\)](https://etakenya.go.ke).

Please also refer to the ***“Travellers Health Surveillance Form”*** online at https://ears.health.go.ke/airline_registration/ as it may be useful. Passengers are subject to medical screening at their arrival. Passports and other travel documents accepted for entry are valid until the day before the expiration date.

Access of the E-Visa

Entry to Kenya is through an E-Visa. You may visit the Electronic Travel Authorisation (eTA) Directorate of Immigration & Citizen Services.

Use the Link: [Kenya Electronic System for Travel Authorisation \(eTA\) \(etakenya.go.ke\)](https://etakenya.go.ke) to apply where applicable.

Participants arriving from designated yellow fever risk countries should travel with valid yellow fever vaccination certification.

4. AIRPORT ARRIVAL AND TRANSFER ARRANGEMENTS

SAI Kenya shall organize airport pickups for delegates to the hotels selected by delegates for accommodation. Upon arrival, delegates are kindly requested to clear with the Immigration desk at the Airport. Once cleared you will be directed to the luggage collection point to collect your luggage and proceed to the exit point where designated SAI Kenya protocol officers shall be stationed, identifiable through INTOSAI WGBD / OAG Kenya reception placards and shall guide delegates to the allocated transfer vehicles for transportation to their respective hotels.

Local transport during the meeting

Shuttle transport will be arranged for the study visit. For other days, participants are responsible for their own transport (taxis, Uber, Bolt, and Little Cab are widely available in Westlands).

5. OFFICIAL MEETING ARRANGEMENTS

Kindly note that the meetings will take place as per the Programme already shared. Any changes shall be communicated in due course.

Hotel transfers: Pick-up shall be provided from the above hotels. Participants are expected to gather at the hotel lobby **at 8:30am for pick-up**. In case a participant has made other accommodation arrangements, they shall be required to also make their private transfer arrangements.

Social program: An excursion and dinner has been arranged, whose details

shall be communicated during the course of the week.

Dress Code: Dress code during sessions will be Smart Casual.

Internet: WiFi is offered for free at the venue and accommodation hotels. However, it is expected that all phones be on silent mode during the meeting sessions.

6. WEATHER AND LOCAL TIME

June in Nairobi is generally cool and pleasant. Average temperatures are expected to range between:

- ☀️ **Daytime:** 18°C – 24°C
- 🌃 **Evening/Night:** 12°C – 16°C

Delegates are advised to carry light warm clothing or a jacket for the evenings and early mornings.

Kenya operates on: East Africa Time (EAT) – GMT+3

7. MEALS

Delegates with dietary restrictions or special meal requirements are kindly requested to communicate the same in advance through the host coordinators.

8. GENERAL INFORMATION FOR DELEGATES

Security and Personal Safety

Kenya is generally welcoming to international visitors. Delegates are nevertheless advised to exercise normal personal caution, safeguard valuables, and avoid carrying large sums of cash unnecessarily.

Currency and Banking

The official currency is the **Kenya Shilling (KES)**.

Foreign exchange services are available at: Jomo Kenyatta International Airport, major hotels, banks and licensed forex bureaus.




Visa and MasterCard are widely accepted in most establishments, though some local cash is advisable for incidental expenses.



Electricity Kenya operates on **240V, 50Hz power supply** using UK-style Type G three-pin sockets. A travel adaptor is recommended where applicable

Mobile Connectivity

Reliable mobile communication and data services are readily available. Major network providers include:

-  Safaricom,
-  Airtel Kenya, and
-  Telkom Kenya.

SIM cards may be purchased at the airport and in retail outlets.

Taxi Services

App-based taxi services including Uber, Bolt and Little Cab are widely

available within Nairobi.

Medical and Travel Insurance

Delegates are strongly encouraged to have comprehensive medical and travel insurance for the full duration of their stay. Emergency response contacts in Kenya: **Police / Ambulance / Fire: 112 or 999**

9. HOST CONTACT PERSONS - SAI KENYA

For logistical support and participant assistance, delegates may contact:

The SAI Kenya Contact Persons

Shellmith Mugo

Email: Shellmith.Mugo@oagkenya.go.ke

Julie M. Kubai

Email: Julie.Kubai@oagkenya.go.ke

Maurice Odhiambo

Email: Maurice.Odhiambo@oagkenya.go.ke