



Ninth Government of Rwanda and Development Partners Meeting (DPM) – INFO SHEET

The Minister of Finance and Economic Planning of the Government of Rwanda (GoR) is pleased to welcome you to the Ninth Government of Rwanda and Development Partners Meeting (DPM). 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: +250 252 59 71 00; Fax: +250 252 59 71 01

<http://www.serenahotels.com/serenakigali/default-en.html>

WHEN

4th and 5th November 2010

WHO

The DPM will be attended by approximately 300 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;
- ✓ In- and out-of-country Senior Representatives from Multi-Lateral and Bi-Lateral Donor Agencies;
- ✓ Representatives from the International and Rwandan Private Sector, International and National NGOs, and Faith-Based Organizations.

WHAT

The DPM is a high-level strategic forum for dialogue between the Government of Rwanda and its Development Partners. The main objectives of the DPM are to provide a forum for:

- ✓ Policy dialogue between the GoR and its Development Partners. The Government openly engages in dialogue with donors on major policy issues and the strategic orientation of their partnerships.
- ✓ Government to showcase its major achievements and constraints in implementing its development programmes.
- ✓ Government to present its policies and strategic priorities for national development.
- ✓ Open discussion with regard to the management of external development assistance.

The 2010 DPM affords an excellent opportunity for all stakeholders in Rwanda's development to engage in dialogue on strategic partnerships and to review progress made in economic development, poverty reduction, aid harmonization and alignment, and governance programmes.

Please register for the 2010 DPM by following the confirmation procedures indicated below.

HOW

CONFIRMATION PROCEDURE

- Please confirm online at www.devpartners.gov.rw/dpm2010.php using the registration code given in the invitation letter
- Or, please email the registration form to dpm2010@minecofin.gov.rw
- Or, please fax the registration form to +250 252 57 75 81
- Deadline for registration is **1st September 2010**

CONFERENCE REGISTRATION

- Kigali Serena Hotel Lobby – Wednesday **3rd November 2010** from 17:00 – 19:00
- Kigali Serena Hotel Parking – Thursday **4th November 2010** 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 provides information on accessing entry visas on <http://www.migration.gov.rw>. Foreign Nationals wishing to obtain Rwandan Visas, submit their applications to Rwandan Embassies or Diplomatic Missions of their Country of residence for processing. In the case of those coming from countries where we don't have an Embassy or Diplomatic Mission, they should request for an entry facility on line which will be used to obtain a visa on any official point of entry in Rwanda. 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 *Government of Rwanda and Development Partners Meeting*. You should print out the response to the application form and provide it to the airline upon embarkation if requested to do so.

- Nationals of the following Countries may visit Rwanda without visa for a period up to 90 days: USA, Germany, Canada, Tanzania, Democratic Republic of Congo (DRC), Uganda, Mauritius, South Africa, Kenya, Great Britain, Sweden, Singapore, 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 either by the hotel or the DPM Secretariat if required. Participants requiring transportation must clearly indicate so on 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, 3rd November 2010. Airlines that fly to Rwanda include: Rwanda Air, Ethiopian Airways, SN Brussels, Kenya Airways.

- The Government of Rwanda requests that you send all travel information using the confirmation procedures indicated above. Also indicate your:
 - Flight number(s), destinations, and arrival / departure times etc.

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 DPM 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 DPM Secretariat prior to distribution. We kindly request that documents in electronic format be sent well in advance, to dpm2010@minecofin.gov.rw to facilitate their timely distribution.

INTERPRETATION SERVICES

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

ACCOMMODATION

We recommend that meeting participants stay at the Kigali Serena Hotel, which is also the same venue for the meeting. It is situated approximately 25 minutes from Kigali International Airport and 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. See the Serena Hotel contact details above. Should you choose to use a credit card, the hotel accepts Visa and MasterCard. A limited number of block reservations have been made at the Kigali Serena Hotel for the 2010 DPM. Please contact the hotel directly to make your booking, and indicate to them that you will be attending the DPM in order to take advantage of the preferential room rates.

Below is a list of other recommended accommodation in case meeting participants are unable to stay in the Serena Hotel.

The Government of Rwanda will not cover accommodation or DSA 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. An Evening Reception will be hosted by the Minister of Finance and Economic Planning at 18:00 on 4th

November 2010 at the Kigali Serena Hotel. A second Evening Reception will be hosted by the United Nations Resident Coordinator at 19:00 on 5th November 2010 at the Kigali Serena Hotel.

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

KIGALI TOUR

The Government of Rwanda is organizing a Kigali Tour for participants, which includes visits to sites of development interest. For those who wish to participate, please indicate so on the attached registration form. The Tour is scheduled to take place on Saturday, 6th November 2010. The Government of Rwanda is also ready to facilitate additional tourism excursions for travelling participants. Please visit the (www.rwandatourism.com) website for more 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, visit: (<http://wwwn.cdc.gov/travel/destinationRwanda.aspx>)

Hospitals and Clinics in Kigali

King Faycal Hospital	+250 252 58 53 97 / 252 58 24 21 / 252 58 24 69
Polyclinique du Plateau	+250 252 57 87 67
Clinique dentaire des Américains Adventiste	+250 252 58 24 31
Dr. Vincent Banyangiriki (Dentist)	+250 252 57 40 09
La Croix du Sud	+250 252 57 15 90

CURRENCY EXCHANGE

The local currency is the Rwandan Franc (RWF). The exchange rate is approximately: 1 US Dollar = 581 Rwandan Francs, 1 Euro = 714 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 normally for a lower rate.

Please note that there are few international ATMs in Kigali; and, most places outside the hotel accept only cash in local currency.

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 Des Mille Collines**
Avenue de la République
BP 1322
Kigali, Rwanda
Tel: +250 252 57 65 30
Fax: +250 252 57 65 41 or 57 70 59
Mail: info@millecollines.net
- **Hotel Laico Umubano**
Boulevard l'Umuganda
BP 8740
Kigali, Rwanda
Tel: +250 252 59 35 00
Fax: +250 252 58 29 57
Mail: reservations@laico-umubano.com
- **Hotel Top Tower**
Boulevard l'Umuganda
P.O. Box 196
Kigali- Rwanda
Tel: +250 252 58 05 27
Mail: info@toptowerhotel.com

PRIMARY CONTACT INFORMATION

- For confirmations and general enquiries in advance of the Meeting, please contact the DPM Secretariat:
Tel: +250 252 59 60 42; Email: dpm2010@minecofin.gov.rw
Website: <http://www.devpartners.gov.rw>
- Mr. Ronald Nkusi
External Finance Unit (EFU) Coordinator, Ministry of Finance and Economic Planning
Tel: +250 750 20 04 36; Email: ronald.nkusi@minecofin.gov.rw
P.O. Box 158
Kigali, Rwanda
- During the conference itself, the information desk in the lobby on the ground floor of the conference centre will be staffed throughout.