

# AIDE-MEMOIRE

## Sustainable Energy Forum 2018 19 – 21 March

Kigali Marriott Hotel  
Rwanda

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## 1. BACKGROUND

The East African Community (EAC) partner states, comprising of Burundi, Kenya and Rwanda, Tanzania, South Sudan and Uganda, are endowed with vast renewable energy resources. The population growth and the rapid urbanization in this region are magnifying the energy and consequent environmental challenges. These problems can be traced back to high reliance on solid biomass for cooking and heating, low electrification rates, increasing demands for transportation fuels.

A key priority of the East African Community (EAC), with respect to energy, is to increase the deployment of renewable energy and the adoption of energy conservation and energy efficiency practices. Towards that objective, *East African Regional Strategy on Scaling Up Access to Modern Energy Services was introduced in 2006* followed by a five year implementation plan in 2015 by the Secretariat. It is in this context that the East African Centre for Renewable Energy and Energy Efficiency (EACREEE) was established in 2016.

The Sustainable Energy Forum for East Africa is a forum to effectively address the existing energy challenges within the EAC region, and to serve as a platform to discuss ways to remove the existing barriers to achieving reliable, affordable and sustainable energy services. The first SE Forum will bring together relevant stakeholders to discuss and identify strategies to harmonize RE & EE policies in the region, upscale financing of RE & EE deployment, exchange knowledge and experiences, and to forge effective partnerships to achieve SDG 7 targets. Furthermore, the forum will consider specific issues pertaining to the region such as sustainable cities and Geothermal, as well as Gender mainstreaming in energy access.

### 1.1 Forum Co-organizers

#### [United Nations Industrial Development Organization \(UNIDO\)](#)

The United Nations Industrial Development Organization (UNIDO) as a specialized agency of the United Nations that promotes industrial development for poverty reduction, inclusive globalization and environmental sustainability, is determined to take its part in facilitating the successful implementation of the SDGs. UNIDO's mandate is to promote and accelerate inclusive and sustainable industrial development (ISID) to achieve shared prosperity and environmental sustainability around the world. The concept of ISID is also included in the SDGs, namely Goal 9: Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation.

#### [EACREEE](#)

The East African Centre for Renewable Energy and Energy Efficiency (EACREEE) is a regional platform for cooperation among development partners for effective and efficient coordination and implementation of Sustainable Development Goal (SDG) 7: “Ensure access to affordable, reliable, sustainable and modern energy for all”. The EACREEE was inspired by the successful model of the ECOWAS Centre for Renewable Energy and Energy Efficiency (ECREEE) based in Praia, Cape Verde. The EACREEE was officially launched in June 2016 at Makerere University Kampala, in Uganda. On behalf of the EAC, the United Nations Industrial Development Organization (UNIDO) is supporting the establishment and first operational phase of the centre with support from the Austrian Development Agency (ADA).

EACREEE focuses on creating an enabling environment for renewable energy and energy efficiency markets and investments. The EACREEE’s objective is to contribute to:

- Increased access to modern, affordable and reliable energy services;
- Energy security; and
- Mitigation of negative effects from Green House Gas (GHG) emissions.

#### [EAC Secretariat](#)

The East African Community (EAC) Secretariat, with its headquarters in Arusha, Tanzania, is a regional inter-governmental organization founded in 1967, comprising six Partner States: Burundi, Kenya, Rwanda, South Sudan, Tanzania and Uganda.

The region is home to 150 million citizens, out of which only 22% live in urban areas. It is the second largest single regional market in Africa and economically one of the fastest growing regions in Sub-Saharan Africa. In 2014, the partner states witnessed a combined average growth in GDP of 6.2%. Due to the significance of this growth, there lies huge potential in sustainable development.

The work of the EAC is guided by its treaty, which in turn established the community. Signed on 30 November 1999 and enforced on 7 July 2000, the initial ratification included the three original member states: Kenya, Tanzania and Uganda. Rwanda and Burundi became a full member on 1 July 2007 followed, more recently, by the Republic of South Sudan on 15 August 2016.

#### [Austrian Development Agency \(ADA\)](#)

The Austrian Development Cooperation (ADC) supports countries in Africa, Asia, South Eastern and Eastern Europe as well as the Caribbean in their sustainable development. The Foreign Ministry (FMEIA) plans ADC strategies and programmes. The Austrian Development Agency (ADA), the operational unit of ADC, implements these together with public institutions, non-governmental organizations and enterprises.

## [Sustainable Energy for All \(SEforALL\)](#)

The Sustainable Energy for All (SEforALL) was an initiative launched by the former United Nations Secretary-General Ban Ki-moon at the United Nations General Assembly (UNGA) held in September 2011. Its goal is to identify and mobilize action in support of energy access, energy efficiency, as well as to increase the share of renewable energy. After designating 2012 as the “International Year of Sustainable Energy for All”, the UNGA unanimously declared 2014-2024 as the “Decade of Sustainable Energy for All”. The UN SEforALL initiative is a multi-stakeholder partnership that works with business, civil society, banks, governments and international institutions to promote public private partnerships and induce significant changes in the way energy services are produced and accessed.

## **2. OBJECTIVES AND EXPECTED OUTCOMES**

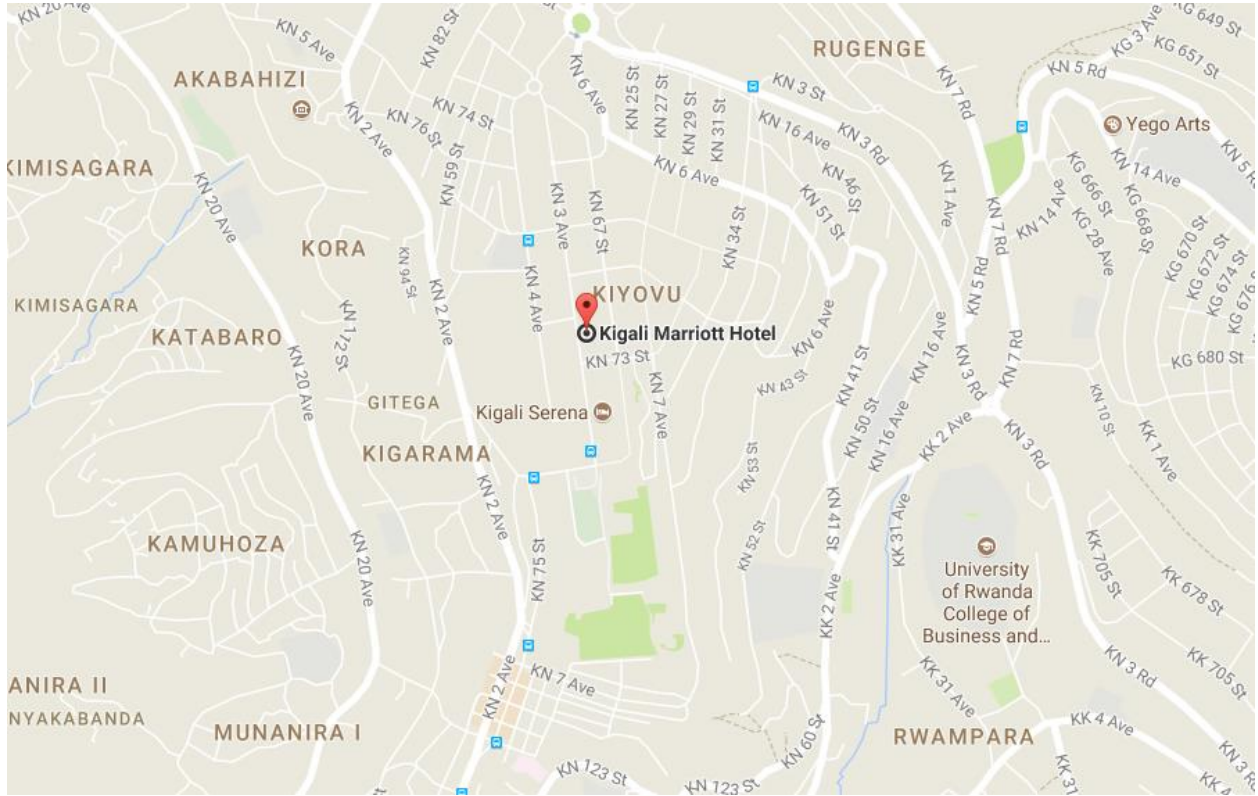
The purpose of the Sustainable Energy Forum 2018 is to facilitate a high-level multi-stakeholder dialogue on sustainable energy in the EAC region. The Forum will bring together policy makers, experts, civil society and private sector representatives and development partners to share best practices, identify opportunities and challenges, and find solutions to the energy challenges in East Africa. In addition, is the forum seeks to strengthen the regional network and provide a platform for knowledge- and experience sharing.

The SE Forum shall provide the key ingredients for successful scaling-up renewable energy and energy efficiency interventions, due to effective knowledge management and capacity building, ensuring that all stakeholders can take informed decisions on the design and implementation of renewable energy and energy efficiency policies or projects to enhance universal access to energy in the EAC region.

## **3. FORUM LOGISTICS**

### **3.1 Date and Venue of the Forum**

Sustainable Energy Forum for East Africa, 19<sup>th</sup> to 21<sup>st</sup> March 2018  
Kigali Marriott Hotel  
KN 3 Avenue, Nyarugenge District,  
Kigali, Rwanda  
Tel: +250 222 111 111  
Website: [www.marriott.com/hotels/hotel-rooms/kglmc-kigali-marriott-hotel/](http://www.marriott.com/hotels/hotel-rooms/kglmc-kigali-marriott-hotel/)



For directions and a map of the venue please refer to the website above, or to the [Link](#). A map of Kigali is attached in Annex III, which includes the route from Kigali International Airport to the Marriott Hotel.

### 3.2 Registration

Since the [Sustainable Energy Forum, 2018](#) will be held at the Kigali Marriott Hotel, Rwanda. All participants are requested to register online at <https://sef-ea2018.b2match.io> in order to gain access to the premise. Participants need to present their registration confirmation as a print-out or in electronic form on their electronic devices and an identify card to gain access to the Kigali Marriott Hotel. **TIP:** Make sure to register with the name as it appears in the passport.

The Forum badges will be issued at the entrance of the Forum venue, starting at 08:30 on each Forum day at the Marriott Hotel.

### 3.3 Forum Fee

No Forum fee will be charged to participants.

### 3.4 Forum Language

The forum's working language for the Plenaries will be in English only.

### 3.5 Financial Arrangements

General participants are responsible for their own travel and accommodation costs

### 3.6 Visas

**Before** leaving their home country participants should complete all formalities regarding entry and transit visas that they may require for the journey to Kigali, Rwanda. In the absence of a Rwandan Embassy/Consulate in the home country, participants are advised to submit the Visa Application to any available in the country, taking into consideration that the time required to obtain a visa is 3 weeks.

More information with regard to Embassies and Consulates is available at: [Foreign Ministry Rwanda](#). No provision can be made for participants to obtain such visas on arrival at Kigali Airport in Rwanda.

### 3.7 Accommodation

Participants are advised to make a timely reservation for a hotel room for their stay in Kigali. Participants of the [Sustainable Energy Forum 2018](#) are eligible to a special rate in selected hotels. When making a reservation in one of the selected hotels please inform the hotel that you are attending the Sustainable Energy Forum 2018 and are entitled to the special UNIDO rate! A list of hotels is attached in **Annex I**.

#### 4. CORRESPONDENCE AND INQUIRIES

Correspondence and inquiries related to the Forum should be addressed to:

##### **Sustainable Energy Forum for East Africa Secretariat**

EACREEE  
CEDAT Building, Makerere University  
P.O. Box 7062, Kampala, UGANDA  
Email: [info@eacreee.org](mailto:info@eacreee.org)  
Website: <http://www.eacreee.org>

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Tel: +256 752 996 710  
Email: [m.ahimbisibwe@eacreee.org](mailto:m.ahimbisibwe@eacreee.org) with copy to: [s.rahman@unido.org](mailto:s.rahman@unido.org)

#### 5. TENTATIVE PROGRAMME

The link to the event website that provides the latest programme can be accessed at <https://eacreee.org>



## ANNEX I: LIST OF HOTELS IN KIGALI

### Kigali Serena Hotel

[3 minutes] walk to Marriott Kigali

Address: KN 3 Avenue, Kigali, Rwanda

Tel: +250 788 184 500, Fax: +250 252 597 101

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

Standard room: From USD 179, including breakfast

Rates are per room, per night, incl. services and taxes

### Kigali Radisson Blu

[10 minute] drive to Marriott Kigali

Address: KG 2 Roundabout, Kigali, Rwanda

Tel: +250 252 252 252

Email: [info.kigali@radissonblu.com](mailto:info.kigali@radissonblu.com)

Standard room: From USD 350, including breakfast

Rates are per room, per night, incl. services and taxes

### Kigali Marriott Hotel

Address: KN 3 Avenue, Kigali, Rwanda

Tel: +250 222 111 111, Fax: +250 222 111 555

Book website: <http://www.marriott.com/hotels/travel/kglmc-kigali-marriott-hotel/>

Standard room: From USD 230, including breakfast

Rates are per room, per night, incl. services and taxes

### Kigali Hotel Des Mille Collines

[10 minute] walk to Marriott Kigali

Address: 2KN 6<sup>th</sup> Avenue

Tel: +250 788 192 530

Book website: <https://www.millecollines.rw>/Email: [info@millecollines.rw](mailto:info@millecollines.rw)

Standard room: From USD 163, including breakfast

Rates are per room, per night, incl. services and taxes

Legend:



..... Hotels which offer special UN/UNIDO rates for 2017

- Subject to direct reservation with hotels
- All rates include taxes, services and breakfast, unless otherwise indicated.
- All rates are subject to change



### ANNEX II: MAP OF KIGALI

A scheduled Airport Shuttle Service can be taken from the Airport to the venue, with a fee of 40 USD (one way). The estimated taxi fare for the route is 30 USD (one way).

