



Organisation de Coopération et de  
Développement Économiques  
Organisation for Economic Co-operation and  
Development

REPUBLIC OF RWANDA



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**2009 ANNUAL MEETING OF THE OECD FOREST SEED AND PLANT  
SCHEME  
KIGALI 6<sup>th</sup> – 9<sup>th</sup> OCTOBER 2009**

Organized by the OECD Forest Seed and Plant Scheme  
Directorate for Trade and Agriculture

Hosted by



“Institut des Sciences Agronomiques du Rwanda” (ISAR)

## General Information

### Meeting Place

Laico Hotel Umubano  
Address: Umuganda Avenue, P.O.Box 874 Kigali, Rwanda  
Tel.: +250 252 59 35 00 – Fax +250 252 58 29 57  
E-mail: [reservations.umubano@laicohotels.com](mailto:reservations.umubano@laicohotels.com)  
Website: [www.laicohotels.com](http://www.laicohotels.com)

**Language of the Meeting:** English and French

### Accommodation Information:

Delegates are recommended to book accommodation at the meeting place Hotel, **Laico Hotel Umubano**, on the above-mentioned address (Online standard room is 155(\$)/night and ISAR rate is 140(\$)). This is an international standard hotel, situated 15 minutes drive from the Airport. A shuttle service from and to the airport will be provided by the hotel to delegates who will stay at this hotel. Other delegates who will be accommodated outside of the Laico Hotel will be picked from and to the airport by ISAR facilitation.

**Hotel Reservation:** Please book your hotel online or contact:

Ms. Evelyn Mugenzi  
Rwanda Agricultural Research Institute  
P.O. Box 5016 Kigali, Rwanda  
Tel. +250 078857 8446  
Email: [pmr.isar@gmail.com](mailto:pmr.isar@gmail.com)

With copy to:

Mr. Gapusi R. Jean, Head of Ruhande Station  
P.O. 617 Butare, Rwanda  
Tel. +250 0252 530308  
Mobile: +250 7885 31388, Email: [gapusirj@yahoo.fr](mailto:gapusirj@yahoo.fr)

***N.B. Practical information on other Kigali hotels is provided in annex II.***

### **Registration for Attendance at the Meeting:**

The attached **Attendance Form** (Annex I) should be completed and returned to the OECD Secretariat: [isabelle.braud@oecd.org](mailto:isabelle.braud@oecd.org), copy to [gapusirj@yahoo.fr](mailto:gapusirj@yahoo.fr). Please return filled out the Registration Form as soon as possible and preferably by 31<sup>st</sup> May 2009.

### **Visa Application:**

Information about visa application can be accessed on the website of Rwanda Directorate General of Immigration and Emigration: [www.migration.gov.rw](http://www.migration.gov.rw). For assistance with visa application formalities, please contact:

Mr. Claudien Habimana  
Mobile Tel: (+250) 0788 30137  
E-mail: [habi\\_claudien@yahoo.fr](mailto:habi_claudien@yahoo.fr)

Copy to:  
Mr. Amini Mutaganda  
Tel: +250 252 530644  
Mobile: (+250) 7885 31374, Email: [mutamini@yahoo.fr](mailto:mutamini@yahoo.fr)

### **Miscellaneous Information**

#### ***Kigali City:***

A tour of Kigali City is planned on the 8<sup>th</sup> October in the afternoon (from 2:00 pm). Practical Information about Kigali, its surroundings and Rwanda in general can be found at following web links:

<http://www.rwanda-online.org/rwanda-travel/rwanda-travel-guide/>  
[www.rwandatourism.com](http://www.rwandatourism.com).

#### ***Field Trip***

On the 9<sup>th</sup> October, an excursion is planned to ISAR Ruhande station and Nyungwe National Park. ISAR Ruhande is the National Forestry and Agroforestry Research Station and hosts the Arboretum of Ruhande and the National Tree Seed Centre (Centrale des Graines Forestières).

The Arboretum of Ruhunde is the most diversified forest gene bank on the African Continent, with 205 indigenous and exotic tree species. It is located at 130 km south from Kigali, in Butare city, just next to the National University of Rwanda. Some of the tree seed stands are found in the Arboretum. The travel from Kigali to Butare takes about 2½ hours drive.

Nyungwe National Park is at 50 km west to Butare, 1 hour drive. The park is one of the richest ecosystems in the region in terms of biodiversity. On the way to the park, a lunch will be served at Kitabi Center.

## **ANNEX 1**

### ANNUAL MEETING OF THE OECD FOREST SEED AND PLANT SCHEME

To be held on 7-8 October 2009 in Kigali, Rwanda  
Preceded by a Technical Working Group meeting on 6 October 2009

### ATTENDANCE FORM

*To be filled out and returned to [isabelle.braud@oecd.org](mailto:isabelle.braud@oecd.org), copy to [gapusirj@yahoo.fr](mailto:gapusirj@yahoo.fr) by 31 May 2009. Thanks.*

DELEGATION		
NAME		
FIRST NAME		
TELEPHONE		
TELEFAX		
TITLE POST		
ORGANIZATION/ COMPANY		
POSTAL ADDRESS		
E-MAIL ADDRESS	@	
WEB SITE ADDRESS	http://www.	
TRAVEL INFORMATION	Arrival date:	Arrival time:
	Flight number:	
	Departure date:	Departure time:
	Flight number:	

VISA FACILITATION	<input type="checkbox"/> If you wish that the host facilitates your visa request. The visa shall be ready upon your arrival at the airport		
REGISTRATION FEES	70 Euros by participant including lunch, coffee breaks and other conference facilities for 7-8 October 2009.		
ACCOMMODATION INFORMATION The price, ISAR Rate, (US \$) includes breakfast only.	Laico	<input type="checkbox"/> Standard	140 USD
		<input type="checkbox"/> Double	215
		<input type="checkbox"/> Junior Suite	220
	Serena	<input type="checkbox"/> Standard	230
	<input type="checkbox"/> Superior	253	
	<input type="checkbox"/> Studio Suite	265	
	<input type="checkbox"/> Executive Suite	348	
	Top Tower Hotel	<input type="checkbox"/> Standard	150
		<input type="checkbox"/> Double	170
		<input type="checkbox"/> Suite	250
	Chez Lando	<input type="checkbox"/>	
FIELD TRIP/ VISITS	<input type="checkbox"/> Kigali city tour on 8 October in the afternoon (Fees: 15 Euros)		
	<input type="checkbox"/> Arboretum of Ruhande & Nyungwe National Park on 9 October (Fees: 35 Euros)		
	<input type="checkbox"/> Gorilla after 9 October onwards (Fees: 350 Euros)		

***Payment method: at the site, by cash or credit card. An acknowledgement of receipt for payment will be given.***

***Prices in this form are indicative and subject to changes in currency rates. For hotels, please refer to updated prices on the respective websites.***

## Annex 2. USEFUL INFORMATION:

### HOST:

Dr Mark Cyubahiro Bagabe  
Director General  
Institut Des Sciences Agronomiques Du Rwanda (Isar)  
47 Rue Député KAMUZINZI  
B.P 5016 Kigali - Rwanda –  
Tél/Fax : (250) 252 578768/574997

Mr. Mutaganda Amini  
Head of National Tree Seed Centre  
ISAR Ruhande  
P.O Box. 617  
Butare, Rwanda  
Tel: +250 252 530 644 / 0788 531 374  
Fax: +250 252 578 768  
Email: mutamini@yahoo.fr

Mr. Rwihaniza Jean GAPUSI  
Head of Ruhande Forestry and Agroforestry Research Station  
P.O Box. 617  
Butare, Rwanda  
Tel: +250 252 530 308 / 08 531 388  
Fax: +250 252 578 768  
Email: gapusirj@yahoo.fr

### ACCOMODATION:

#### **Laico (former Novotel):**

Website: [www.laicohotels.com](http://www.laicohotels.com)  
E-mail: [reservations.umubano@laicohotels.com](mailto:reservations.umubano@laicohotels.com)  
Tel: (250) 252 59 35 00

#### **Serena Hotel:**

<http://www.serenahotels.com/rwanda/kigali/home.asp>  
E-mail: [kigali@serena.co.rw](mailto:kigali@serena.co.rw)  
Tel: (250) 252597100, Fax: (250) 597101.

**Top Tower Hotel:**

<http://www.toptowerhotel.com/> (Website under construction)

Tel : (250) 788487540

**Chez Lando Hotel**

<http://www.chezlando.com/>

**E-mail: [info@hotelchezlando.com](mailto:info@hotelchezlando.com) or [contact@hotelchezlando.com](mailto:contact@hotelchezlando.com)**

Tel : (250) 252 584 394

**INFORMATION ABOUT RWANDA:**

<http://www.rwandatourism.com/home.htm>

[http://travel.nationalgeographic.com/places/countries/country\\_rwanda.html](http://travel.nationalgeographic.com/places/countries/country_rwanda.html)

[http://www.gov.rw/page.php?id\\_article=14](http://www.gov.rw/page.php?id_article=14)

<https://www.cia.gov/library/publications/the-world-factbook/geos/rw.html>