



COMMONWEALTH
PEOPLE'S FORUM



CHOGM
RWANDA2022

INFORMATION NOTE

*“Delivering a Common Future:
Our Health, Our Planet, Our Future”*

Rwanda, 20 - 21 June 2022



1. Introduction

Thank you for confirming your attendance at the 2022 Commonwealth People’s Forum, which will take place from 21-22 June at M-Hotel in Kigali – Rwanda. We look forward to your active participation and contribution to one of the Commonwealth’s largest gatherings of civil society.

The CPF will convene 250 participants from across the Commonwealth.

The CPF brings together civil society representatives from around the Commonwealth to examine fundamental challenges plaguing Commonwealth citizens. It is the most critical single occasion for civil society to connect with Commonwealth leaders on global development challenges.

The forum is designed around plenary presentations, interactive conversations, and participant-led policy dialogues. The CPF will fixate on the theme: Advancing Together: Delivering people-centered governance through the Commonwealth. For the sake of our wellbeing, our ecosystem and our future.

The CPF will pose an attempt to address our generation’s most pressing concerns. Specifically, to answer this question: How can we bring the finest of humankind, the powers of love, compassion, equality, and justice, to bear on our shared future?

we will be discussing issues relating to

- climate justice,
- health justice and
- accountable, people-centered governance.



2. Accreditation

Registration and Accreditation of participants is done through the following link <https://www.chogm2022.rw/CPF/#CPF2022>

There are a number of things we will need from you to confirm your attendance at the People's Forum 2022:

- Accreditation application
- Itinerary confirmation

Upon arrival, participants will be guided to the accreditation site where they will pick their badges. Participants are encouraged to share their itineraries ahead of time to be facilitated and assisted.

Security arrangements will be in place at all CHOGM 2022 hotels and meeting venues.

Everyone participating in CHOGM 2022 must be accredited. Accreditation pass holders will be required to go through security screening points at designated CHOGM 2022 venues. Information on accreditation pass collection will be available closer to the Forum dates.



3. Arrival and Departure

Nationals of all countries receive a visa on arrival at Kigali International Airport and all land borders.

Citizens of countries members to the following international organizations; African Union, Commonwealth and La Francophone get visa upon arrival and are waived visa fees for a visit of 30 days. A citizen of East African Community Member States is issued a pass/entry visa free of charge upon arrival to stay for a period of six months.

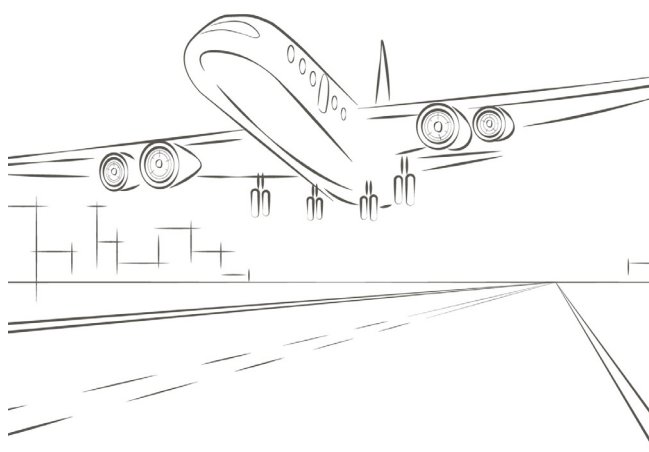
Citizens of all countries that are not visa exempt, have also the option to submit an application online or at the Rwanda Diplomatic Missions of the country of residence before departure. Those applying online have the option to pay online or upon arrival.

For more information, use the following link: <https://www.migration.gov.rw/our-services/visa-issued-under-special-arrangement>



An airport transfer from Kigali airport to the M Hotel will be available on arrival. Please make yourself known to the CHOGM information desk at the airport. If you have any logistical issues on arrival, please contact Gillian Cooper +44 07776997903.

- To facilitate delegates, there will be a CHOGM information desk and ushers at the main arrival terminal at Kigali International Airport.
- Ushers will attend to the delegates from the terminal, until they pick up their luggage and head to their respective hotels.
- Guests departing from Kigali International Airport to hotels will also be facilitated.



4. Health Services

Covid-19 guidelines



BEFORE DEPARTURE

- ◆ CHOGM participants should have registered for accreditation on www.chogm2022.rw.
- ◆ Passengers boarding flights to Kigali must present a negative Covid-19 test (rapid or PCR) taken no more than 72 hours prior to departure.
- ◆ The Passenger Locator Form is no longer a requirement before departure.



ARRIVAL

- ◆ Covid-19 tests for Heads of State and Government and First Spouses will be performed by their respective medical teams.
- ◆ All other CHOGM delegates must take a rapid antigen test at designated testing sites (at no charge). CHOGM badges will not function without this test result.
- ◆ The designated testing sites are the CHOGM Accreditation Center located at BK Arena, and at the following hotels: Radisson Blu, Marriott, Park Inn, Serena, Mille Collines.
- ◆ Face masks are no longer mandatory in Rwanda, but their use is encouraged in public indoor settings.



TEST RESULTS

- ◆ Test results will be shared by SMS or email. In case of difficulty obtaining results, contact the RBC Medical Team on covid@rbc.gov.rw.



DEPARTURE

- ◆ A Covid test is no longer a requirement to depart Rwanda by air. However, Covid testing (at own cost) is available for all travellers whose final destination requires one.



EMERGENCY CONTACT INFORMATION

- ◆ Call 114 or email covid@rbc.gov.rw



Yellow Fever vaccination Requirements

Rwanda's Ministry of Health requires all travelers coming from countries endemic to Yellow Fever to produce proof of vaccination at border posts. Delegates without proof of vaccination will be immunized at the airport clinic at a cost of 40 US Dollars which can be paid for in cash or debit / credit card.

Travel Insurance and Health Information

First aid and emergency services will be available at the venue.

If you are on medication, please carry sufficient supply for the duration of your stay.

The Forum is not responsible for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property, and for any other costs or losses that may be incurred during travel time or the period of participation. In this context, it is strongly recommended that you obtain international medical insurance for the entire period of participation, including travel time.

Your medical insurance should:

- Take effect as soon as you leave your home country or place of residence.
- Be recognized by main referral hospitals (the King Faisal Hospital, Kigali; University Teaching Hospital of Kigali and Rwanda Military Hospital).
- Cover medical treatment in Rwanda.
- Cover medical evacuation and treatment within Africa.



- Cover repatriation to home country or place of residence.
- If you are on any routine medication (s) e.g. for Diabetes Mellitus, Hypertension, Asthma, Epilepsy, ARVs etc., kindly travel with an adequate supply of your medication.

Private health insurance companies in Rwanda provide a package that include; medical services in Rwanda, medical evacuation and treatment in Africa, repatriation to home country or country of residence. There are eight referral hospitals in Rwanda with the main three in Kigali: The University Teaching Hospital of Kigali, The King Faisal Hospital, and the Rwanda Military Hospital. These three hospitals will be ready to provide medical services during the CHOGM week.

Health services will be available at CHOGM 2022 meeting venues, side events and designated hotels with ambulance services available for transport to an appropriate health facility, if required.

Delegates on any routine medication are advised to travel with their usual medication in sufficient quantities to cover two weeks of treatment.

The medical coverage provided by the Government of Rwanda will be limited strictly to emergency cases.

The cost of any routine consultation (including prescriptions for medicines) will be borne by the participants or their sponsors/insurance companies.

Delegates will be responsible for the cost of all health, medical, hospital and associated resources and services. For those in need of medical support, a toll-free number 1110 will be open to provide any advice.



5. Accommodation

Participants to the People's Forum will be accommodated at the M-Hotel and ONOMO Hotels in Kigali.



M-Hotel

- **Address:** KN1 Ave, Kigali
- **Phone:** 0789 999 999
- **Reservation:** <https://mhotelkigali.com/>

Accommodation options at M Hotel include:

Deluxe Single room	USD 225
Deluxe Double room or Twin (double occupancy)	USD 250
Deluxe King room (disable access)	USD 380
Three Bedroom apartment	USD 600

Onomo Hotel Rwanda

- **Address:** KN1 Avenue, Quartier de Kiyovu, Kigali
- **Phone:** + 250 252 55 4700
- **Reservation:** <https://www.onomohotels.com/en/hotel/onomo-hotel-kigali/>

Accommodation options at ONOMO Hotel use the following link:

<https://reservations.onomohotels.com/>

Participants wishing to secure accommodation elsewhere can refer to the CHOGM recommended hotels on the following list:

Ubumwe Grand Hotel	\$360 per night
Rose Garden Private Apartment	\$320 per night
Century Park Hotel Residence	\$550 per night
Golf Gorilla Hotel	\$300 per night
Grand Legacy Hotel	\$300 per night
Elevate Suites Kigali	\$260 per night
Saint Famille Hotel	\$300 per night
Galaxy Hotel Kigali	\$180 per night
Landmark Suites	\$130 per night
Rwanda Urban City Blue	\$150 per night

Kigali Hillview Aparthotel Kigali	\$ 180 per night
Garr Hotel Kigali	\$260 per night
Kim Hotel	\$ 150 per night
Olympic Hotel	\$ 130 per night
Amora Aparthotel	\$ 110 per night
Hotel Quiet Haven	\$ 150 per night

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6. 2022 People's Forum Programme

Day 1: Monday 20 June 2022

Official Opening Session: A Commonwealth Vision

09:00 – 09:45

MC:

- Victoria Rubadiri, Broadcast Journalist
- Mark de Lisser, Founder of London-based Singology Choir

Speakers

- Remarks by Dr. Anne T. Gallagher, Director General, Commonwealth Foundation
- Creative performance by Agahozo Shalom Village Students
- Official Opening Remarks by the GoH

Theme One: Health Justice

09:45 – 11:00

Session One: Building Resilient and Equitable National Health Systems

Moderator: Dr Ines Hassan, Senior Policy Researcher at the Global Health Governance Programme at the Usher Institute

Panellists

- **Prof. Senait Fisseha, MD/JD:** Director of Global Programs at the Susan Thompson Buffett Foundation
- **Dr Ravi Rannan-Eliya:** Executive Director & Fellow of the Institute of Health Policy (IHP), Sri Lanka.
- **Justin Koonin:** President of ACON (formerly AIDS Council of New South Wales)
- **Dr Richard Mihigo:** Director C-19 Vaccine Delivery, Coordination & Integration - COVAX; GAVI, The Vaccine Alliance & Deputy Global Coordinator C19 Vaccine Delivery Partnership

11:00 – 11:30

Health Break**Theme Two: Climate Justice**

11:30 – 13:00

Session Two: Climate Justice and Leadership for Change in the Commonwealth

Moderator: Dr. Marlene Attzs: Development Economist, Strategist and lecturer of West Indies University

Panellists

- **Dr Jimmy Fletcher** a former Minister for Public Service, Sustainable Development, Energy, Science and Technology in Saint Lucia.
- **Harjeet Singh:** Global lead on climate change for ActionAid, India.
- **Maxwell Gomera:** Resident Representative, UNDP Rwanda
- **Dr. Ugirashebuja Emmanuel:** Member of the Global Judicial Institute on the Environment, Emeritus president of the East African Court of Justice and current Minister of Justice and Attorney General, Republic of Rwanda.

13:00 – 14:30

Lunch Break

14:30 – 16:30

Theme Three: Making Change Happen: Accountable and People-Centred Governance**Session Two: Climate Justice and Leadership for Change in the Commonwealth****Moderator:**

Heidi Chow: Executive Director Jubilee Debt Campaign, UK.

Speakers

- **Dr. Donald Kaberuka:** Economist and former President of the African Development Bank and Chair of the Global Fund (AIDS, TB Malaria).
- **Dr Jimmy Fletcher** a former Minister for Public Service, Sustainable Development, Energy, Science and Technology in Saint Lucia.
- **Alvin Mosioma:** is the founding Executive Director of Tax Justice Network Africa

16:30 – 17:00

Wrap up of Day One

18:00- 20h30

Cocktail and Short Story Prize Event**MC**

- Mark De-Lisser, Host of the Commonwealth Short Story Prize

Speeches

- Welcome Remarks, Dr. Usta Kaitesi, CEO/RGB
- Brief overview of the Commonwealth Short Story Prize, Dr. Anne Gallagher, DG, Commonwealth Foundation Louise Overview of the judging process and the regional winners, Ms. Louise Umutoni-Bower
- Short video clip of the five regional winners and judges
- Louise introduces the winner of the 2022 Commonwealth Short Story Prize
- Winner says a few words and gives a short reading

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DAY TWO: 22nd June 2022**09:00 – 10:30** **Session Four: Innovations in Participatory Governance****Moderator**

- **Dr. Linda Yueh:** Executive Chair of the Royal Commonwealth Society, UK

Speakers

- **Hon. Protais Musoni:** Chairperson of Pan African Movement Rwanda Chapter
- **Yvonne Aki-Sawyer,** Mayor of Freetown, Sierra Leone
- **Beth Chitekwi-Biti:** Managing Director Slum Dwellers International Secretariat
- **Sohela Nazneen:** A Research Fellow in Gender and Sexuality at the Institute of Development Studies (IDS) (Sussex, UK)

11:00 – 12:30 **Health Break****Session Five: Advancing Freedom of Expression in the Commonwealth****Moderator: Victoria Rubadiri****Speakers**

- Dionne Jackson Miller: Former President of the Press Association of Jamaica
- Dr. Anne Gallagher, DG. Commonwealth Foundation
- Sa'eed Husaini Researcher and Consultant

12:30 – 13:45 **Lunch Break****Session Six: A Commonwealth for All****Moderator: Victoria Rubadiri****Panellists**

- **H.E. Sudha Devi Vasudevan** Chairperson of the Commonwealth Foundation
- **Ms. Ineza Grace,** Youth and Legal Representative of The Green Protector Organisation

- **Ms. Alicia Wallace**, a queer Black feminist, gender expert, and research consultant. She is the Director of Equality Bahamas.

15:30 – 15:55 **Break**

16:00 – 16:45 **Closing ceremony**

- CPF Recommendations- in form of a Video
- Remarks by Dr. Anne Gallagher, DG, Commonwealth Foundation
- Remarks by Dr. Usta Kaitesi, CEO Rwanda Governance Board

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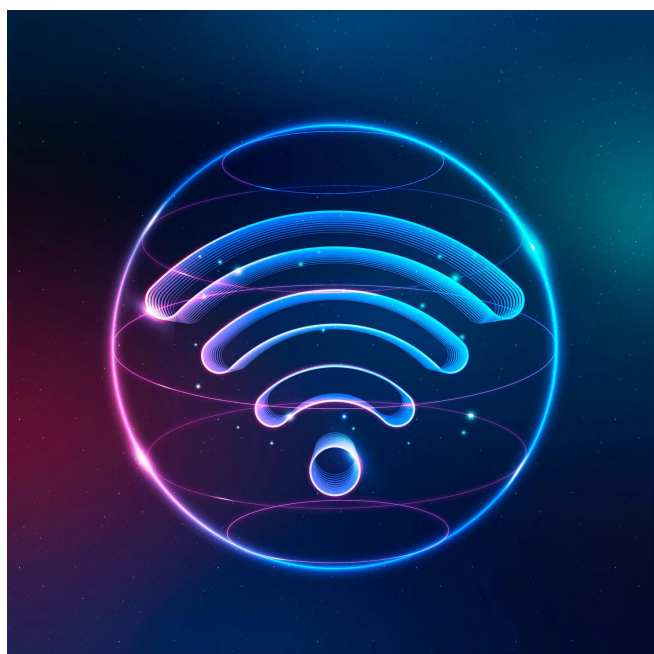
7. Telecommunications

The following Rwandan mobile telecommunication service providers are available:

- MTN
- Airtel

Mobile telephone service companies provide internet via GPRS, 3G and 4G and will be offering special CHOQM packs. Cell phone SIM cards are widely available; however, every SIM card user/buyer in Rwanda is expected by law to be registered for activation on presentation of an identification document (ID card or passport). The SIM card can be registered at the point of purchase.

You will be able to purchase SIM cards at the airport.



8. Weather

Rwanda can be visited and enjoyed any time of the year. Temperatures average around 24°C (75°F), except in the higher mountain areas where it ranges from 10°C to 15°C (50°F to 60°F).

The dry season, which lasts from mid-May to mid-October, is the best time to track, hike and mountain climb, however, it is not as "green" as the wet season, which spans the other half of the year.

Wet Season: mid-October to mid-May.

The Northeast has a lot more rain, due to the volcanoes being covered in rainforest. Karisimbi (the highest peak in Rwanda at 2,507 meters), is usually covered with snow.

Rwanda's daily weather forecasts are accessed on <https://www.meteorwanda.gov.rw/> and [@MeteoRwanda](#)



9. Minimizing waste

As part of an environmental protection policy, plastic bags are not allowed into Rwanda. Passengers entering Rwanda with plastic bags are required to discard them and be supplied with an environmentally-friendly alternative at a cost ranging from 2\$-6\$ Read more at: <https://www.visitrwanda.com/facts/plastic-ban/>



10. Code of Conduct

The Commonwealth Foundation is committed to ensuring a work environment free from harassment or bullying and expects delegates and consultants to embrace the same commitment. We have a zero-tolerance policy regarding all forms of harassment or bullying.

Harassment means unwanted conduct of a personal nature or affecting the dignity of women and men at work. The Commonwealth Foundation will not permit or condone any form of harassment based on age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Unacceptable behaviour also includes casual accusations of racism or other harassment/discrimination.

Sexual harassment is unwanted conduct of a sexual nature. It has the purpose or effect of violating the dignity of a person, or creating an intimidating, hostile, degrading, humiliating or offensive environment for them. Something can still be considered sexual harassment even if the alleged harasser did not mean for it to be. It also does not have to be intentionally directed at a specific person.

Bullying means offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power intended to undermine, humiliate, denigrate or injure a colleague. Examples of bullying include ridiculing or demeaning others, verbal or physical threats, making false allegations, overbearing supervision and unjustifiably excluding colleagues from meetings/communications.

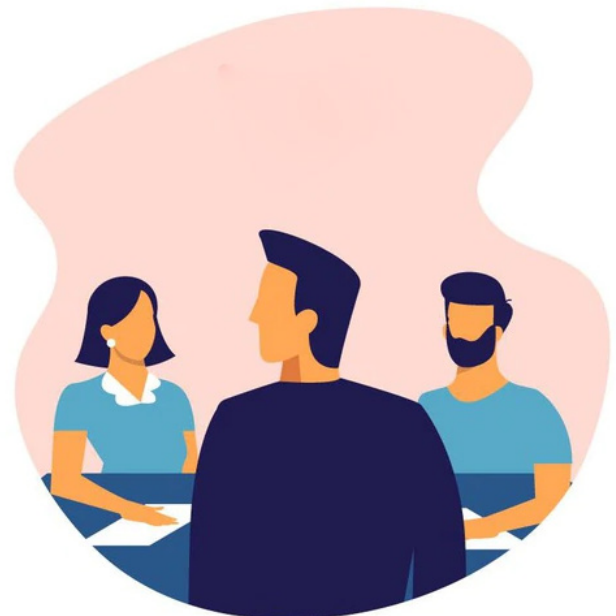
Note that complying with the Code of Conduct is an expectation of your agreement with the Foundation.

12. Complaints Procedure

If a delegate believes that they are being bullied, harassed or sexually harassed, in or outside of the People's Forum venue, they should contact Gillian Cooper, Senior Programme Manager, who will be on location at the People's Forum. Complaints will be referred to Diane Smith, Human Resources Manager, Commonwealth Foundation; and also to police if deemed serious enough.

In the event that the police contact the Foundation, either concerning an incident in Rwanda or at the Forum because these incidents involve delegates, staff or volunteers working at the conference, the Foundation will work with the police to establish the facts.

If necessary, the Foundation will take appropriate action in line with its policies which may include the canceling of the delegate's accreditation badge, and subsequent attendance at the conference. If this involves a sponsored delegate, the Foundation reserves the right to cancel accommodation and change flights.



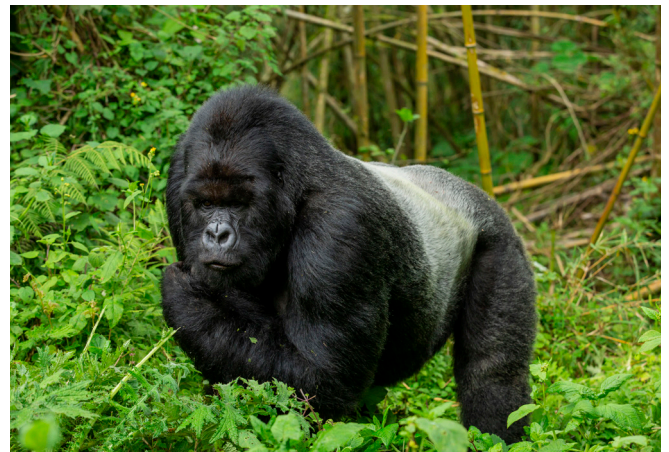
13. Things to do in Rwanda

From possessing natural beauty to superb weather, volcanoes, endless hills, lakes, rivers, and wildlife, #Rwanda has so much to offer CPF travelers. While you are here, we invite you to indulge in Rwanda's stunning scenery and get to enjoy the most remarkable and unique experiences in the world. Our country is full of beauty and managing to explore it all is easy, thanks to an excellent road network linking the core areas.

Learn more of what Rwanda has to offer and plan your activities ahead through this link: https://rcb.rw/IMG/pdf/dine_shop_getaround_english.pdf

For more information on Rwanda, please visit www.visitrwanda.com

For daily updates on CHOGM 2022 and related Forums <https://www.chogm2022.rw/>, or follow [@CHOGM2022](https://twitter.com/CHOGM2022) and [#CHOGM2022](https://twitter.com/CHOGM2022)





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