

**INCLUSIVE
FINTECH
FORUM™** | **24-26
FEB
2025**

KIGALI, RWANDA

**PROTOCOL AND
LOGISTICAL NOTE**

inclusivefintechforum.com



1. Introduction

Following the successful inaugural Inclusive Fintech Forum (IFF) held in Kigali in 2023, the second edition of IFF will be hosted in Kigali, Rwanda on 24th to 26th February 2025 at the Kigali Convention Centre. IFF 2025 anticipates hosting up to 3000 delegates from Africa and beyond, featuring quality content, best-in-class global speakers, and a high-level opening ceremony. In addition to the Global Finance & Technology Network (GFTN) and KIFC, the National Bank of Rwanda has joined IFF as a lead partner and co-organizer. IFF 2025 will focus the conversation on **“Empowering Economic Inclusion Through Accelerated Technology Adoption”**.

2. Program

The forum will be centered on the enclosed themes;

| Sessions | Sunday, Feb 23 | Monday, Feb 24 | Tuesday, Feb 25 | Wednesday, Feb 26 |
|-----------|---|--|-----------------------------------|---|
| Morning | IFF Golf Tournament | Talent and Careers Forum | Leadership Dialogues | Startup Founders Day ft The Founders Peak |
| Afternoon | | Fintech without Borders + Digital Assets Spotlight | The Capital Meets Policy Dialogue | Deep – Dive workshops |
| Evening | Golf Tournament Awards and Cocktail Reception | Sponsored Industry Networking | VIP Dinner (by invitation only) | IFF Wrap Party ft The Founders ROCK |

A detailed program of the forum will be shared in due course.

3. Accreditation

The forum will use accreditation to help identify delegates and control access to designated areas. All accreditation badges contain the delegate’s photo, name, and country of origin or affiliated international organization and must be always worn while accessing the conference area. Accreditation badges are strictly non-transferable.

Badge collection will start from February 21st 2025, from 9:00 AM to 6:00 PM Kigali time at the Kigali Convention Centre (KCC).

It is in this regard; we encourage everyone to register in advance via:

<https://www.inclusivefintechforum.com/registration-2025>

4. Visa and Custom Information

Citizens of countries members to the following international organizations; African Union, Commonwealth and La Francophonie get visa upon arrival and are waived visa fees for a visit of less than 30 days.

For additional information on entry requirements please visit the links below:

- Visa and permits: www.migration.gov.rw/visa-permits
- Prohibited Items: [prohibited and restricted goods.pdf](#)
- General Information: www.migration.gov.rw

5. Health and Safety Guidelines and Notices

To ensure the health and safety of all visitors, appropriate health measures will be in place. 24-hour medical coverage will be provided at all sites in case of medical emergencies with medical staff, doctors, nurses, and emergency care personnel and ambulances on hand.

All delegates are required to abide by the Rwandan Health measures outlined here: <https://rbc.gov.rw/info-note-for-travelers/>

There are no COVID-19 testing or vaccination requirements for travelers entering Rwanda.

A yellow fever vaccination certificate is required for travelers from yellow fever endemic countries or countries with an active yellow fever transmission outbreak. For countries with yellow fever transmission please see the link: <https://bit.ly/3TgwQ03>

The list of recommended hospital is as follows:

- King Faisal Hospital
- The University Teaching Hospital of Kigali
- The Rwanda Military Hospital

6. Liaison Officer

There will be a designated liaison officer (LO) accredited to Ministers, Central Bank Governors and Deputy Governors. The liaison officer will serve as the primary point of contact on all matters.

7. Accommodation

Please note that accommodation arrangements will not be extended to the delegations. Kindly plan your lodging accordingly.

However, a list of discounted hotels is listed on the website, <https://www.inclusivefintechforum.com> and we highly encourage you to book/reserve your accommodation in advance. Due to simultaneous occurrence of other major events in Kigali during the same timeframe, hotel rooms are filling up rapidly.

8. Transportation

Ministers, Governors and Deputy Governors will be provided with a vehicle, upon their arrival and throughout the event.

9. Arrival and Departure

9.1 Airport Lounge Access

Ministers and Central Bank Governors and Deputy Governors arriving at Kigali International Airport on private or commercial aircraft will be received by a senior official and escorted to the VIP lounge.

The cost of other members of delegations at the lounge will be at the expense of the respective delegation.

9.2 Aircraft Clearance

The Ministry of Foreign Affairs and International Cooperation will facilitate the application process of overflight and landing clearance for visiting Heads of Delegation.

Applications for overflight and landing should be submitted under the cover of a Note Verbal and transmitted through normal diplomatic channels not later than 20th February 2025.

The note should contain the information listed below for clearance to be issued:

- a. Nationality of Carrier:
- b. Operator/owner of the Aircraft:
- c. Type of aircraft:
- d. Aircraft Call sign:
- e. Aircraft Registration:
- f. Purpose of flight:
- g. Names of passengers and nationality:
- h. Airport of Departure, date and time:
- i. Airport of Destination, date and time:
- j. Entry point into Rwanda airspace, date and time:
- k. Exit point from Rwanda airspace, date and time:

The application of overflight and landing clearance of Government or private/chartered planes transporting delegates to attend the Meeting, should be electronically submitted to the following website: <https://caa.gov.rw/RAIS>

10. Security

The security at all venues will be the responsibility of the security services of the Republic of Rwanda.

10.1 Firearms and Ammunition

The Ministry of Foreign Affairs and International Cooperation will facilitate clearance of firearms and ammunition which should be submitted under the cover of a Note Verbal and transmitted through normal diplomatic channels not later than 20th February 2025.

The request for clearance should include the following details:

- Name of Officer
- Nationality
- Date of Birth
- Passport number
- Type of Firearm
- Serial Number
- Number and Caliber of Ammunition
- Date of Arrival and Departure

10.2. Radio Frequencies and Communication Equipment

Applications for Radio Frequency Clearances and Communication Equipment should be submitted under the cover of a Note Verbal and transmitted through normal diplomatic channels not later than 20th February 2025.

The request for clearance should include the following details:

- Make of Radio
- Power Output
- Serial Number
- Frequency

11. General Information

Climate

Daily high temperatures are around 23°C (79°F), rarely falling below 23°C (75°F) or exceeding 28°C (83°F). Overnight temperatures are generally mild, with an average low of 15 °C (59 °F).

Plastic Bags

As part of an environmental protection policy, plastic bags are not allowed in Rwanda. Passengers entering Kigali International Airport (KIA) or any other border posts with plastic bags must discard them. Passengers will be supplied with an environmentally friendly alternative.

Time

The time in Rwanda is UTC+2

Telecommunications

The following Rwandan mobile telecommunication service providers are available, and their agents will be present at the airport:

- MTN
- Airtel

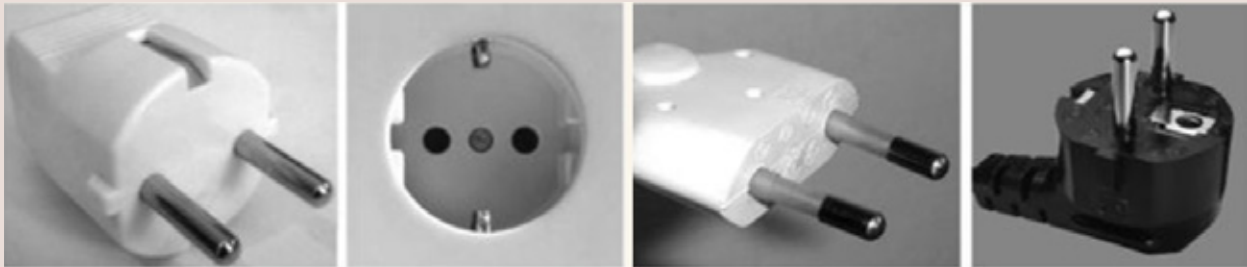
Mobile telephone service companies provide Internet via GPRS, 3G, and 4G.

Banking Services and Currency

The local currency is the Rwandan Franc (RWF), which is divided into 100 centimes. Exchange rates are subject to fluctuation. Banking hours are from 09:00 to 17:00 from Monday to Friday and from 10:00 to 15:00 on Saturday. There are ATM machines accepting Visa and MasterCard across Kigali City. Foreign exchange facilities are available in all parts of Kigali City.

Electricity Supply

The power supply in Rwanda is 220V - 240V AC, 50Hz. Electrical sockets are rounded, two-pronged (EU). Most hotels provide adaptors on request.



Important Contacts

- Accommodation: Accomodation@inclusivefintechforum.com
- Accreditation: Accreditation@inclusivefintechforum.com
- Transportation: Transport@inclusivefintechforum.com
- Media: Media@inclusivefintechforum.com

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THANK YOU

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