# Contents

Official opening and meeting places .............................................. 2  
Seating arrangements in meeting rooms ........................................ 2  
Agenda of the Assembly ............................................................... 3  
Agendas of the Standing Committees ............................................. 4  
Special events ............................................................................... 5  
General timetable .......................................................................... 6  
Registration of speakers and speaking time for the general debate ....... 16  
Additional information ................................................................... 18  
  - Registration and Information Desk ............................................. 18  
  - Table of votes at the Assembly ................................................ 19  
  - Assembly documents ............................................................... 20  
  - Distribution of messages and communications ....................... 20  
  - Results of the Assembly and related meetings ....................... 21  
  - Summary records of the debates .............................................. 21  
  - Submission and control of documents ..................................... 21  
  - Distribution of documents ..................................................... 21  
  - Simultaneous interpretation ................................................... 21  
  - Press Office ............................................................................ 22  
  - Social media ........................................................................... 22  
  - Informal and bilateral meeting rooms ..................................... 22  
  - Typing pool and photocopying service for delegates ............. 22  
  - Internet and Wi-Fi access ....................................................... 23  
  - Medical service ....................................................................... 23  
  - Prayer room ........................................................................... 23  
  - No smoking policy .................................................................. 23  
  - Coffee bar and cafeteria .......................................................... 23  
Statutory bodies .............................................................................. 24  
  - Assembly of the Inter-Parliamentary Union ............................ 24  
  - Governing Council of the Inter-Parliamentary Union .......... 25  
  - Executive Committee ................................................................ 25  
  - Secretariat of the Inter-Parliamentary Union ......................... 25  
Presidency of the IPU and Assembly secretariat ................................. 28  
Association of Secretaries General of Parliaments (ASGP) .................. 30
Official opening and meeting places

The 133rd Assembly will be opened by the President of the Inter-Parliamentary Union, Mr. Saber Chowdhury, in Room 1 of the Centre international de Conférences de Genève (CICG) at its first sitting on Sunday, 18 October at 11 a.m.

The plenary sittings of the Assembly and its Standing Committees, as well as the meetings of the IPU Governing Council, the Meeting of Women Parliamentarians, the Committee on the Human Rights of Parliamentarians, and the meetings of the Association of Secretaries General of Parliaments (ASGP) will also be held at the Centre international de Conférences de Genève.

The meeting of the Sub-Committee on Finance as well as the first two days of the Executive Committee meetings will take place at IPU Headquarters.

For admission to the CICG and IPU Headquarters, participants are kindly requested to wear their identity badges. Those members of the diplomatic corps attending the Assembly will be admitted to the CICG upon presentation of their UN pass and do not require another badge.

Seating arrangements in meeting rooms

As usual, lots have been drawn among the delegations participating in the session to determine which will be seated in the first row of the Plenary Hall.

The name of the delegation from Namibia was drawn, and this delegation has accordingly been placed in the first row, on the left-hand side of the Chair. Other delegations follow in English alphabetical order.

Seats shall be allocated to each delegation in conformity with the Rules of the Assembly and of the Governing Council and shall be proportional to the number of parliamentarians in each delegation.
Delegations are reminded that each Member of the Union shall be represented on the Governing Council by three parliamentarians, provided that its representation includes both men and women. Each representative will then have one vote. A member who is unable to attend may be replaced by another representative, duly authorised for that purpose.

The first and last seats of each delegation are marked by a country signboard.

For the Meeting of Women Parliamentarian, Standing Committee plenary sessions and other meetings, delegates are invited to collect their country nameplate when entering the room and place it in front of them, clearly visible.

**Agenda of the Assembly**

1. Election of the President and Vice-Presidents of the 133rd Assembly
2. Consideration of requests for the inclusion of an emergency item in the Assembly agenda
3. General Debate on *The moral and economic imperative for a fairer, smarter and more humane migration*
4. Democracy in the digital era and the threat to privacy and individual freedoms  
   *(Standing Committee on Democracy and Human Rights)*
5. Reports of the Standing Committees on Peace and International Security; Sustainable Development, Finance and Trade; and United Nations Affairs
6. Approval of the subject item for the Standing Committee on Democracy and Human Rights at the 135th IPU Assembly and appointment of the Rapporteurs
Agendas of the Standing Committees

Standing Committee on Peace and International Security
1. Adoption of the agenda
2. Approval of the summary records of the Committee’s session held on the occasion of the 132nd IPU Assembly in Hanoi (March/April 2015)
3. Elections to the Standing Committee Bureau
4. Expert hearing on *Terrorism: The need to enhance global cooperation against the threat to democracy and human rights*
5. Any other business

Standing Committee on Sustainable Development, Finance and Trade
1. Adoption of the agenda
2. Approval of the summary records of the Committee’s session held on the occasion of the 132nd IPU Assembly in Hanoi (March/April 2015)
3. Elections to the Standing Committee Bureau
5. Debate on *Ensuring lasting protection against destruction and deterioration for the tangible and intangible cultural heritage of humanity*
6. Any other business

Standing Committee on Democracy and Human Rights
1. Adoption of the agenda
2. Approval of the summary records of the Committee’s session held on the occasion of the 132nd IPU Assembly in Hanoi (March/April 2015)
3. Elections to the Standing Committee Bureau
4. Debate on and adoption of a resolution on *Democracy in the digital era and the threat to privacy and individual freedoms*
5. Any other business
Standing Committee on United Nations Affairs

1. Adoption of the agenda
2. Approval of the summary records of the Committee’s session held on the occasion of the 132nd IPU Assembly in Hanoi (March/April 2015)
3. Elections to the Standing Committee Bureau
4. Review of the work of the UN Peacebuilding Commission (PBC)
5. Discussion on the role of the International Court of Justice (ICJ) in the settlement of international disputes
6. Any other business

Special events

2015 Future Policy Awards Ceremony “The Rights of Children”

Twenty-five years ago, on 2 September 1990, the UN Convention on the Rights of the Child entered into force. For the first time, internationally accepted standards to protect and promote the rights of girls and boys were established. Despite many achievements, approximately 300 million children still go to bed hungry every night, 90% of those suffer from chronic malnutrition. Many girls and boys still face violence, exploitation and abuse.

This is why the Future Policy Award 2015, organized by the World Future Council, in collaboration with the Inter-Parliamentary Union and UNESCO, will reward laws and policies that contribute to protecting and strengthening the rights of girls and boys, especially those from disadvantaged backgrounds who suffer the effects of negative social and environmental developments.

Twenty-nine policies from all continents have been nominated to compete for the prestigious prize. The winning laws and policies will be announced at the 2015 Future Policy Awards Ceremony that will take place during the 133rd Assembly, on Tuesday, 20 October 2015, from 19.00 to 20.00 (Room 2, level 0, CICG). It will be followed by a reception to be held in the Events area of the CICG (level 1).
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>Wednesday, 14 October 2015&lt;br&gt;</td>
<td>11:00 - 13:00</td>
<td>Sub-Committee on Finance*&lt;br&gt;Executive Committee*</td>
<td>Main meeting room, IPU Headquarters</td>
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<td>Thursday, 15 October 2015&lt;br&gt;</td>
<td>09:00 – 10:00</td>
<td>Gender Partnership Group*</td>
<td>Main meeting room, IPU Headquarters</td>
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<td>Friday, 16 October 2015&lt;br&gt;</td>
<td>09:30 – 13:00</td>
<td>Committee on the Human Rights of Parliamentarians*</td>
<td>Room 15, level -1, CICG</td>
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<tr>
<td>Friday, 16 October 2015&lt;br&gt;</td>
<td>10:00 - 13:00</td>
<td>Executive Committee*</td>
<td>Main meeting room, IPU Headquarters</td>
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<tr>
<td>Friday, 16 October 2015&lt;br&gt;</td>
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<td>Friday, 16 October 2015&lt;br&gt;</td>
<td>15:00 - 18:00</td>
<td>Executive Committee*</td>
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<tr>
<td>14.00 – 19.00</td>
<td>Beginning of Registration</td>
<td>Lobby, CICG</td>
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<td>10.00 – 12.00</td>
<td>Coordinating Committee of Women Parliamentarians*</td>
<td>Main meeting room, IPU Headquarters</td>
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<td>11.00 – 12.30</td>
<td>Joint Meeting with the Chairs of the Geopolitical Groups and the Presidents of the Standing Committees*</td>
<td>Room 18, level -1, CICG</td>
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<td>14.00 – 15.00</td>
<td>Meeting of Advisers and Secretaries to delegations</td>
<td>Rooms 5 &amp; 6, level 3, CICG</td>
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<tr>
<td>14.30 – 18.00</td>
<td>Meeting of Women Parliamentarians</td>
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<td>14.30 – 18.00</td>
<td>Committee on the Human Rights of Parliamentarians*</td>
<td>Room 15, level -1, CICG</td>
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<td>14.30 – 18.00</td>
<td>Committee on Middle East Questions*</td>
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**Sunday, 18 October 2015**

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<th>Time</th>
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<tr>
<td>08.00</td>
<td>Assembly / Governing Council</td>
<td>Assembly: Start of the General Debate</td>
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<td>Governing Council</td>
<td>Assembly: General Debate</td>
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<td>ASGP Meeting</td>
<td>Committee on the Human Rights of Parliamentarians*</td>
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<td>13.00</td>
<td>Forum of Young Parliamentarians of the IPU</td>
<td>Standing Committee on Peace and International Security</td>
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<tr>
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<td>Steering Committee on Democracy and Human Rights</td>
<td>Standing Committee on Peace and International Security</td>
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<td>Committee on the Human Rights of Parliamentarians*</td>
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<td>Assembly: General Debate</td>
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<td>18.00</td>
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<td>Decision on the emergency item</td>
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* In camera meetings
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<tr>
<td>08.00 – 09.00</td>
<td><strong>Assembly Steering Committee</strong>* - VIP Lounge, level 3, CICG</td>
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<td>09.00 – 10.00</td>
<td>Board of the Forum of Young Parliamentarians* - Room 18, level -1, CICG</td>
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<td>09.00 – 10.45</td>
<td><strong>Governing Council</strong> - Room 1, level 1, CICG</td>
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<td>09.30 – 13.00</td>
<td><strong>Standing Committee on Democracy and Human Rights</strong></td>
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<td></td>
<td>Presentation and debate of draft resolution on <em>Democracy in the digital era and the threat to privacy and individual freedoms</em></td>
<td>Rooms 3 &amp; 4, level 0, CICG</td>
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<tr>
<td>10.00 – 13.00</td>
<td><strong>Forum of Young Parliamentarians of the IPU</strong> - Room 18, level -1, CICG</td>
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<td>11.00 – 12.30</td>
<td>Bureau of the Standing Committee on Peace and International Security* - Room 15, level -1, CICG</td>
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<td>ASGP</td>
<td>11.00 – 12.30 <strong>ASGP Meeting</strong> - Rooms 5 &amp; 6, level 3, CICG</td>
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<td>11.00 – 13.00 <strong>Assembly</strong>: Start of the General Debate on <em>The moral and economic imperative for a fairer, smarter and more humane migration</em> - Room 1, level 1, CICG</td>
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<td>14.30 – 17.30 <strong>Assembly</strong>: General Debate - Room 1, level 1, CICG</td>
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<td>14.30 – 17.30 <strong>Standing Committee on Peace and International Security</strong></td>
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<td>Experts hearing on &quot;Terrorism: The need to enhance global cooperation against the threat to democracy and individual rights&quot;</td>
<td>Room 2, level 0, CICG</td>
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<td>ASGP</td>
<td>14.30 – 17.30 <strong>ASGP Meeting</strong> - Rooms 5 &amp; 6, level 3, CICG</td>
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<td>14.30 – 18.00 Committee on the Human Rights of Parliamentarians* - Room 15, level -1, CICG</td>
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<td>14.30 – 18.30 <strong>Standing Committee on Democracy and Human Rights</strong></td>
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<td>Drafting in plenary of the draft resolution</td>
<td>Rooms 3 &amp; 4, level 0, CICG</td>
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<td>17.30 – 18.30 <strong>Assembly</strong>: Decision on the emergency item - Room 1, level 1, CICG</td>
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<td>11.00</td>
<td>Assembly</td>
<td>Information Session on IPU’s work and activities</td>
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<td>Standing Committee on Democracy and Human Rights</td>
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<td>Assembly; Continuation of the General Debate</td>
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<td>Standing Committee on Sustainable Development, Finance and Trade</td>
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<td>19.00</td>
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<td>Reception offered by Switzerland</td>
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* In camera meetings
09.00 – 13.00  **Assembly**

- Debate on the emergency item, and
- Continuation of the General Debate

*Room 1, level 1, CICG*

09.00 – 10.30

Bureau of the Standing Committee on Sustainable Development, Finance and Trade*

*Room 18, level -1, CICG*

09.30 – 12.30

Information Session on IPU’s work and activities - Open to all delegates - *Room 2, level 0, CICG*

09.30 – 13.00

**Standing Committee on Democracy and Human Rights**

Conclusion of drafting in plenary of the draft resolution - *Rooms 3 & 4, level 0, CICG*

09.30 – 13.00

Committee on the Human Rights of Parliamentarians* - *Room 15, level -1, CICG*

**ASGP**

10.00 – 12.30

ASGP Meeting - *Rooms 5 & 6, level 3, CICG*

11.00 – 13.00

Committee on Middle East Questions* - *Room 18, level -1, CICG*

14.30 – 16.00

Bureau of the Standing Committee on United Nations Affairs* - *Room 15, level -1, CICG*

**ASGP**

14.30 – 17.30

ASGP Meeting - *Rooms 5 & 6, level 3, CICG*

14.30 – 18.30

**Standing Committee on Sustainable Development, Finance and Trade**

- Segment on the *Parliamentary contribution to the 2015 UN Climate Change Conference*, and
- Debate on *Ensuring lasting protection against destruction and deterioration for the tangible and intangible cultural heritage of humanity*

*Room 2, level 0, CICG*

14.30 – 18.30

**Assembly**: Continuation of the General Debate - *Room 1, level 1, CICG*

14.30 – 18.30

Possible drafting committee on the emergency item* - *Room 18, level -1, CICG*

16.30 – 18.30

Bureau of the Standing Committee on Democracy and Human Rights* - *Room 15, level -1, CICG*

18.30

Reception offered by Switzerland - *Events area, level 1, CICG*
<table>
<thead>
<tr>
<th>Time</th>
<th>Assembly / Governing Council</th>
<th>Committees / Panel discussions</th>
<th>Other Assembly events, including in camera sessions</th>
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<td>ASGP</td>
<td>Panel discussion Parl. action in</td>
<td>Gender Partnership Group*</td>
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<td>Parity debate on Parliamentary</td>
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<td>Standing Committee on Democracy</td>
<td>Executive Committee*</td>
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<td>and Human Rights</td>
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<td>Meeting of Women Parliamentari</td>
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<td>14.00</td>
<td>Side event: “Monitor, review</td>
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<td>and act: Parliamentary</td>
<td>Parliamentary leadership in</td>
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<td>Parliamentary leadership</td>
<td>and Adolescents’ Health”</td>
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<td>Assembly</td>
<td>Open session of the Committee</td>
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<td>Humanitarian Law*</td>
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<td>19.00</td>
<td>Future Policy Award Ceremony</td>
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<td>* In camera meetings</td>
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</table>
09.00 – 10.00 Gender Partnership Group* - Room 18, level -1, CICG
09.00 – 11.00 Panel discussion on Parliamentary action in meeting international commitments to counter terrorism - Rooms 3 & 4, level 0, CICG
09.30 – 11.30 Parity debate on Parliamentary oversight and political will organized by the Meeting of Women Parliamentarians - Room 2, level 0, CICG
10.00 – 12.30 ASGP Meeting - Rooms 5 & 6, level 3, CICG
10.00 – 12.30 Executive Committee* - Room 18, level -1, CICG
11.30 – 13.00 Meeting of Women Parliamentarians - Debate on UN Security Council Resolution 1325 - Room 2, level 0, CICG
11.30 – 13.00 Standing Committee on Democracy and Human Rights
Adoption of the draft resolution - Rooms 3 & 4, level 0, CICG
13.00 – 14.30 Side event “Monitor, review and act: Parliamentary leadership in implementing the Global Strategy for Women’s Children’s and Adolescents’ Health” (organized by IPU, WHO and PMNCH - The Partnership for Maternal, Newborn and Child Health) - Room 18, level -1, CICG
14.30 – 16.30 Open session of the Committee to Promote Respect for International Humanitarian Law
Rooms 3 & 4, level 0, CICG
14.30 – 17.30 ASGP Meeting - Rooms 5 & 6, level 3, CICG
14.30 – 18.00 Committee on the Human Rights of Parliamentarians* - Room 15, level -1, CICG
14.30 – 18.30 Assembly
• Adoption of the resolution on the emergency item, and
• Conclusion of the General Debate
Room 1, level 1, CICG
14.30 – 18.30 Standing Committee on United Nations Affairs
• Review of the work of the UN Peacebuilding Commission
• Discussion: role of the International Court of Justice (ICJ) in the settlement of international disputes - Room 2, level 0, CICG
17.00 – 18.30 Committee to Promote Respect for International Humanitarian Law* - Room 18, level -1, CICG
18.30 – 20.00 Future Policy Award Ceremony - Room 2, level 0, CICG
20.00 Future Policy Award Reception - Events area, level 1, CICG
### Wednesday, 21 October 2015

<table>
<thead>
<tr>
<th>Time</th>
<th>Assembly / Governing Council</th>
<th>Committees / Panel discussions</th>
<th>Other Assembly events, including in camera sessions</th>
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<td>16.00</td>
<td>Governing Council</td>
<td>Panel discussion on Powerful parliaments: building capacity for effective parliamentary oversight</td>
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<td>17.00</td>
<td>Assembly</td>
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<tr>
<td>18.00</td>
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<td></td>
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</tr>
<tr>
<td>19.00</td>
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<td></td>
</tr>
</tbody>
</table>

* In camera meetings
Coordinating Committee of Women Parliamentarians
Room 18, level -1, CICG
08.00 – 10.00

Governing Council
Room 1, level 1, CICG
14.30

Assembly
Room 1, level 1, CICG
14.30 – 16.30

Panel discussion on Powerful parliaments: building capacity for effective parliamentary oversight
Jointly organized by the IPU and the ASGP
Rooms 3 & 4, level 0, CICG
14.30 - 16.30

Legend:
Assembly / Committees / Panel discussions / Coordinating Council / Governing Council / Camera sessions / Other Assembly events, including in camera sessions
Registration of speakers and speaking time for the general debate

Delegations may register at the speakers’ registration desk.

**Venue**
Registration desk, outside the main entrance of the Plenary Hall (Room 1, level 1, CICG)

**Opening hours**
- Saturday, 17 October from 11:00 to 18:00
- Sunday, 18 October from 9:00 - 13:00 and from 14:00 to 18:30

**Officers in charge**
Mr. Ed Cooper and Ms. Hiroko Yamaguchi

**Number of speakers**
- IPU Members & Associate Members: up to 2 speakers
- Observers: only 1 speaker*

* According to the decision adopted at the 164th session of the Council in Brussels (April 1999). Each programme and organ of the United Nations will be allowed to register one speaker each.

**Speaking time**
- IPU Members and Associate Members: 8 minutes per delegation (unless the Assembly Steering Committee decides otherwise)
- Observers: 5 minutes

**Segments in the list**
The Secretariat will register speakers to the following three segments:
- Speakers of Parliament
- First speakers
- Second speakers (reserved for delegations of Members and Associate Members).
<table>
<thead>
<tr>
<th><strong>Final order of speakers</strong></th>
<th>At 6 p.m. on Saturday, 17 October 2015, the Secretariat will determine the final order of speakers for each segment by the public drawing of lots.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Where to find the list?</strong></td>
<td>The List of speakers will be available on the official documents table located in the plenary hall, and at the Documents distribution service.</td>
</tr>
<tr>
<td><strong>Can we register after the drawing of lots?</strong></td>
<td>Speakers registering after the drawing of lots will be added to the list (in their respective categories) in the order in which they have registered, until the Assembly closes the list of speakers. A revised list containing such additions will be issued in due time.</td>
</tr>
<tr>
<td><strong>How to change the order?</strong></td>
<td>Delegates may exchange their place on the list with other speakers. In case of changes, please inform Ms. Anda Filip, the Secretary of the Assembly and Director of the Division for Member Parliaments and External Relations. Any bilateral arrangements which may be made by delegations to exchange places in the List of Speakers will not lead to a renumbering of the position held by speakers in the list.</td>
</tr>
<tr>
<td><strong>Time-keeping</strong></td>
<td>A green light will shine when the speaker commences; when the speaker has only one minute remaining, an orange light will shine; when the speaking time has been used up, a red light will flash. Second speakers from a delegation may find it useful to consult the time-keepers to ascertain the precise amount of time available to them for their statements.</td>
</tr>
</tbody>
</table>
Additional information

Registration and Information Desk

The Registration and Information Desk is located in the Lobby of the CICG and will be open as follows:

- 2 p.m. to 7 p.m. on Saturday, 17 October;
- 8 a.m. to 7 p.m. from Sunday, 18 to Tuesday, 20 October; and
- 8 a.m. to 6 p.m. on Wednesday, 21 October.

All participants are requested to register with this Service which will distribute the identity badges. It will also handle messages for delegates.

Delegations will also receive, upon registering, a provisional List of Delegates. In the afternoon of Monday, 19 October, delegations are kindly requested to collect from the Registration Desk, a document containing information relating to their delegation; any modification to be made to this list should be signed by the Head of the delegation and handed to Ms. M. Filippin at the Registration and Information Desk not later than 12 noon on Tuesday, 20 October 2015.

The colour of the identity badges corresponds to the following categories of participants:

<table>
<thead>
<tr>
<th>Categories of participants</th>
<th>Colour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delegates, Members of Parliament</td>
<td>Dark blue</td>
</tr>
<tr>
<td>Delegation Secretaries, Advisers</td>
<td>Green</td>
</tr>
<tr>
<td>Observers</td>
<td>Grey</td>
</tr>
<tr>
<td>ASGP</td>
<td>Brown</td>
</tr>
<tr>
<td>Diplomatic Corps</td>
<td>Mauve</td>
</tr>
<tr>
<td>IPU Special Guests</td>
<td>Red</td>
</tr>
<tr>
<td>Accompanying Persons</td>
<td>Pink</td>
</tr>
<tr>
<td>Assembly Secretariat</td>
<td>Sky blue</td>
</tr>
<tr>
<td>Public</td>
<td>White</td>
</tr>
<tr>
<td>Press</td>
<td>Yellow</td>
</tr>
</tbody>
</table>
For security reasons, admission to the Assembly facilities and to all programme activities will be limited to the persons wearing identity badges received at the time of registration. All participants are therefore requested to wear their identity badges at all times.

**Table of votes at the Assembly**

In conformity with Rule 29 of the Assembly Rules, the table indicating the number of votes to which delegations taking part in the session are entitled will be distributed at the opening of the Assembly. Delegates are reminded that votes are allocated in accordance with the provisions of Article 15 of the Statutes which reads as follows:

“ARTICLE 15

1. Only delegates present in person shall have the right to vote.

2. The number of votes to which each Member of the IPU is entitled shall be calculated on the following basis:

(a) Each Member of the IPU shall have a minimum of ten votes;

(b) Each Member of the IPU shall have the following additional number of votes in relation to the population of its country:

<table>
<thead>
<tr>
<th>From 1 million inhabitants:</th>
<th>to 5 million inhabitants:</th>
<th>1 vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>From more than 5</td>
<td>“”</td>
<td>2 “</td>
</tr>
<tr>
<td>From more than 10</td>
<td>“”</td>
<td>3 “</td>
</tr>
<tr>
<td>From more than 20</td>
<td>“”</td>
<td>4 “</td>
</tr>
<tr>
<td>From more than 30</td>
<td>“”</td>
<td>5 “</td>
</tr>
<tr>
<td>From more than 40</td>
<td>“”</td>
<td>6 “</td>
</tr>
<tr>
<td>From more than 50</td>
<td>“”</td>
<td>7 “</td>
</tr>
<tr>
<td>From more than 60</td>
<td>“”</td>
<td>8 “</td>
</tr>
<tr>
<td>From more than 80</td>
<td>“”</td>
<td>9 “</td>
</tr>
<tr>
<td>From more than 100</td>
<td>“”</td>
<td>10 “</td>
</tr>
<tr>
<td>From more than 150</td>
<td>“”</td>
<td>11 “</td>
</tr>
<tr>
<td>From more than 200</td>
<td>“”</td>
<td>12 “</td>
</tr>
<tr>
<td>From 300</td>
<td>“”</td>
<td>13 “</td>
</tr>
</tbody>
</table>
(c) Any delegation composed exclusively of parliamentarians of the same sex shall have a minimum of eight votes (instead of the ten for mixed delegations) at the Assembly of the Inter-Parliamentary Union. For delegations entitled to a certain number of additional votes, the overall calculation will be made on the basis of eight votes instead of ten.

3. A delegation may split its votes so as to express the diverse views of its members. No one delegate may record more than ten votes.”

**Assembly documents**

The Secretary General has overall responsibility for the circulation of all official documents for the session; only such documents may be distributed in the meeting rooms.

Before the opening of each plenary session, all relevant documents for the meeting will be found on the tables inside the meeting rooms. Similarly, for Standing Committee meetings, the documents concerned will be found on a table in the Committee room.

Delegates will also find every day in all meeting rooms and at the Information Desk, the Journal giving them the latest updates on the programme of meetings as well as on other important information.

**Distribution of messages and communications**

The sending of messages through the Information Desk is a service made available to delegations with a view to facilitating communications on matters relating to the Assembly and its proceedings.

Delegations which wish to make known to the members of the IPU their point of view on any question other than those related to the working of the sessions may do so, under their own responsibility, by leaving documentation on tables set aside for this purpose, on the ground floor of the CICG, behind room 3.
Results of the Assembly and related meetings
All Delegations will receive two printed copies of the Results of the 133rd Assembly. Members of the IPU are also reminded that the different sections of the Brochure are accessible from the IPU Website (http://www.ipu.org) and can be downloaded in PDF format two weeks after the Assembly.

Summary records of the debates
The Summary Records of the Governing Council, those of the Assembly, and of the four Standing Committees, will be prepared by the Secretariat and posted on the website within a maximum of three months after the Assembly.

Submission and control of documents
Delegations wishing to submit a document on matters relating to the agenda of the Assembly and of the Governing Council of the Inter-Parliamentary Union or transmit any information of use to the Secretariat of the Assembly (change in their Executive Bureau, etc.) are requested to do so at this Service, located in the IPU Secretariat area on level 2. The person in charge of this Service is Mrs. C. Bon.

Distribution of documents
As usual, working documents will be available to delegates in the various meeting rooms. Delegates will also be able to obtain additional copies from the Document Distribution Service, located in the Lobby area of the CICG. The person in charge of this Service is Mr. M. Amani.

Simultaneous interpretation
The Secretariat of the Inter-Parliamentary Union will provide simultaneous interpretation into and from Arabic, English, French and Spanish at the plenary sittings of the Assembly and at the meetings of the Governing Council and the Committees.

As usual, four additional simultaneous interpretation channels have been reserved for Chinese, Japanese, Portuguese and Russian.
Press Office

IPU press officers, located in the IPU Secretariat area on level 2, will be on hand throughout the Assembly to answer media enquiries and help facilitate press interviews. The person in charge of this service is Ms. J. Pandya, Director of Communications.

Journalists wishing to cover the Assembly must receive accreditation from the Press Service in order to obtain the necessary documentation and identity badges.

Social media

Get the latest information on the 133\textsuperscript{rd} IPU Assembly’s programme and events taking place by signing up for Twitter and following the Assembly’s official hashtag \#ipu133: (www.twitter.com/ipuparliament)

Photos from the 133\textsuperscript{rd} Assembly of the IPU will be posted on Flickr (www.ipu.org/133pics). For information on the official photobank, please visit the Press service in the Lobby.

Informal and bilateral meeting rooms

In addition to the two meeting rooms reserved for geopolitical and other group meetings, there are also some bilateral meeting rooms available on the premises of the CICG. Reservations for the informal meeting rooms are handled by the IPU Registration and Information desk, while any delegation wishing to reserve a bilateral meeting room may contact Ms. S.-A. Sader, through the Registration and Information desk; all reservations are made on a first-come-first-served basis.

Typing pool and photocopying service for delegates

In order to facilitate the work of the delegates, a typing pool and photocopying service will be available from 18 to 21 October 2015. This service is located on level –1, close to the Internet Corner.
Internet and Wi-Fi access
Free Internet access for delegates will be available from 17 to 21 October 2015, from 8.30 a.m. to 6.30 p.m.; this service is on level -1 of the CICG. Wi-Fi access to the Internet is also available throughout the building, using the following codes: user name: ipu15; password: ipu15.

Medical service
A first-aid medical service will be available at the CICG located on level -1, close to the Internet corner.

Prayer room
Delegates are informed that Room 9, on level -1 of the CICG, has been reserved as a prayer room.

No smoking policy
There is a no smoking policy in effect in all areas of the CICG. Therefore, those delegates wishing to smoke are invited to use the outside areas of the CICG designated for this purpose.

Coffee bar and cafeteria
Assembly participants will have access to the coffee bar in the lobby and to the cafeteria on level 1 of the CICG.
Statutory bodies

Assembly of the Inter-Parliamentary Union

President
The Assembly will elect its President at the opening of its proceedings on Sunday, 18 October 2015 at 11 a.m. It is customary for the IPU President to serve as President of IPU Assemblies held in Geneva.

Steering Committee
Under Assembly Rule 9, the Steering Committee is composed of the President of the Assembly, the President of the Inter-Parliamentary Union and the Vice-President of the IPU; the Presidents of the Standing Committees may take part in an advisory capacity in the work of the Steering Committee, which is assisted by the Secretary General of the IPU.

Standing Committee – Peace and International Security
President: Mr. J.R. Tau (South Africa)
Vice-President: Mr. A. Omari (Morocco)
Secretary: Ms. Laurence Marzal

Standing Committee – Sustainable Development, Finance and Trade
President: Vacancy
Vice-President: Mr. O. Hav (Denmark)
Secretary: Ms. Aleksandra Blagojevic

Standing Committee – Democracy and Human Rights
President: Ms. F. Naderi (Afghanistan)
Vice-President: Vacancy
Secretary: Mr. Andy Richardson

Standing Committee – United Nations Affairs
President: Mr. A. Avsan (Sweden)*
Vice-President: Mr. M. El Hassan Al Amin (Sudan)
Secretary: Ms. Paddy Torsney

* Proposed by the Twelve Plus geopolitical group and Standing Committee Bureau (to be formally endorsed by the Committee)
Governing Council of the Inter-Parliamentary Union
President: Mr. Saber Chowdhury (Bangladesh)

Executive Committee
President: Mr. Saber Chowdhury (Bangladesh)
Vice-President: Mr. F.M. Drilon (Philippines)
IPU Vice-Presidents: Ms. N. Motsamai (Lesotho)
Mr. D. Vivas (Venezuela)
Mr. R.M.K. Al Shariqi (United Arab Emirates)
Mr. V. Senko (Belarus)
Vacancy (Twelve Plus group)
Members: Ms. R. Kadaga (Uganda)
Ms. I. Passada (Uruguay)
Mr. M.R. Rabbani (Pakistan)
Mr. N. Lammert (Germany)
Mr. N. Schrijver (Netherlands)
Mr. R. del Picchia (France)
Ms. Z. Drif Bitat (Algeria)
Mr. S. Suzuki (Japan)
Ms. A. Habibou (Niger)
Ms. M. Mensah-Williams (Namibia)
Vacancy (United Kingdom)

Secretariat of the Inter-Parliamentary Union
Secretary General Mr. Martin Chungong

Assembly
Ms. A. Filip, Director for Member Parliaments and External Relations
Mr. S. Tchelnokov, Senior Advisor and Programme Manager

Governing Council
Mr. S. Tchelnokov, Senior Advisor
Ms. S. Ahmidouch, Chief of Staff

Executive Committee
Ms. S. Ahmidouch, Secretary of the Executive Committee
Ms. S. Varturk, Executive Assistant
Emergency item
Ms. N. Babic, Programme Manager, Technical cooperation
Ms. H. Yamaguchi, Research and Database Officer

Standing Committee on Peace and International Security
Ms. L. Marzal, Programme Officer
Mr. A. Afouda, Project Officer

Standing Committee on Sustainable Development, Finance & Trade
Ms. A. Blagojevic, Programme Officer
Mr. E. Iaia, Consultant

Standing Committee on Democracy and Human Rights
Mr. A. Richardson, Information Specialist
Mr. J. Jang, Research Officer

Standing Committee on United Nations Affairs
Ms. P. Torsney, Head of the IPU Office to the United Nations in NY
Mr. A. Motter, Senior Advisor

Committee on the Human Rights of Parliamentarians
Mr. R. Huizenga, Programme Manager
Ms. G. Laroque, Programme Officer
Mr. A. Afouda, Project Officer
Mr. J. Lang, Project Officer

Committee on Middle East Questions
Mr. M. Chungong, IPU Secretary General
Mr. M. Omar, Senior Advisor
Ms. S. Varturk, Executive Assistant

Committee to Promote Respect for International Humanitarian Law
Ms. K. Jabre, Director of the Programmes Division
Ms. N. Babic, Programme Manager
Meeting of Women Parliamentarians
Ms. K. Jabre, Director
Ms. Z. Hilal, Programme Officer
Ms. M. Duarte Mutzenberg, Programme Specialist
Ms. B. Filion, Programme Specialist

IPU Forum of Young Parliamentarians
Ms. Z. Hilal, Programme Officer

Support Services
Ms. A. Lorber-Willis, Director
Mr. E. Cooper, Senior Finance Officer

Communications
Ms. J. Pandya, Director
Ms. S. Barter, Communications Officer

Conference Services
Ms. S.-A. Sader, Conference Services Officer

Submission and control of documents
Ms. C. Bon, Documents Control Officer

Document reproduction and distribution service
Mr. M. Amani, Chief, Chancellerie

Language services
Ms. S. Ahmidouch, Head of Language Services and English translation
Ms. F. Wirth, French translation
Ms. F. Steinig-Huang, Chief Interpreter, Head of the English, French and Spanish teams
Mr. C. Rayess, Chief Interpreter, Head of the Arabic team

Registration and Information desk
Ms. M. Filippin, Officer in charge
Ms. S. Ortiz, Registration Assistant
# Presidency of the IPU and Assembly secretariat

<table>
<thead>
<tr>
<th>Role</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>President of the Inter-Parliamentary Union Mr. Saber Chowdhury</td>
<td>IPU President's Office VIP Lounge - Level 3</td>
</tr>
<tr>
<td>Secretariat Ms. N. Michaud-Chiovetta</td>
<td>Secretariat area outside VIP Lounge Level 3</td>
</tr>
<tr>
<td>Secretary General of the Inter-Parliamentary Union Mr. Martin Chungong</td>
<td>Room 12 Level 2</td>
</tr>
<tr>
<td>Chief of Staff Ms. Stara Ahmidouch Executive Assistant to the IPU Secretary General Ms. Sharon Varturk</td>
<td>Room 8 Level 2</td>
</tr>
<tr>
<td>French translation Ms. Françoise Wirth</td>
<td>Room 11 Level 2</td>
</tr>
<tr>
<td>Submission and control of documents Officer-in-charge Mrs. Catherine Bon</td>
<td>IPU Secretariat area Level 2</td>
</tr>
<tr>
<td>Distribution of documents Officer-in-charge Mr. Mohamed Amani</td>
<td>Lobby Level 0</td>
</tr>
<tr>
<td>Registration and Information Desk Ms. Marina Filippin</td>
<td>Lobby Level 0</td>
</tr>
<tr>
<td>President of the ASGP Mrs. Doris Katai Katebe Mwinga</td>
<td>Room 20 Level 3</td>
</tr>
<tr>
<td>Joint Secretaries of the ASGP Ms. Emily Commander Ms. Inés Fauconnier</td>
<td>Room 19 Level 3</td>
</tr>
<tr>
<td>Services</td>
<td>Location</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>Typing pool and photocopying service for delegates</td>
<td>Level -1</td>
</tr>
<tr>
<td>Internet Corner for Delegates</td>
<td>Level -1</td>
</tr>
<tr>
<td>Medical Service</td>
<td>Level -1</td>
</tr>
</tbody>
</table>
Association of Secretaries General of Parliaments (ASGP)

**Timetable**

**Sunday 18 October 2015**

9.30 a.m.  Executive Committee  
*Room 20 (level 3)*

11 a.m.  Plenary sitting  
*Rooms 5 and 6 (level 3)*

2.30 p.m.  Plenary sitting  
*Rooms 5 and 6 (level 3)*

**Monday 19 October 2015**

9.30 a.m.  Executive Committee  
*Room 20 (level 3)*

10 a.m.  Plenary sitting  
*Rooms 5 and 6 (level 3)*

2.30 p.m.  Plenary sitting  
*Rooms 5 and 6 (level 3)*

**Tuesday 20 October 2015**

9.30 a.m.  Executive Committee  
*Room 20 (level 3)*

10 a.m.  Plenary sitting  
*Rooms 5 and 6 (level 3)*

2.30 p.m.  Plenary sitting  
*Rooms 5 and 6 (level 3)*

**Wednesday 21 October 2015**

9.30 a.m.  Executive Committee  
*Room 20 (level 3)*

10 a.m.  Plenary sitting and closure of the ASGP session  
*Rooms 5 and 6 (level 3)*
Governing bodies of the ASGP

Executive Committee
President       Mrs. Doris Katai Katebe Mwinga (Zambia)
Vice-Presidents Mr. Geert Jan A. Hamilton (Netherlands)
                Mr. Philippe Schwab (Switzerland)
Members         Mr. José Manuel Araujo (Portugal)
                Mr. Najib El Khadi (Morocco)
                Mr. Ayad Namik Majid (Iraq)
                Mr. José Pedro Montero (Uruguay)
                Mr. Irfan Neziroglu (Turkey)
                Mr. Shumsher K. Sheriff (India)
                Ms. Claressa Surtees (Australia)
                Mr. Winantuningtyas Titi Swasanany (Indonesia)

Secretariat     Ms. Emily Commander (United Kingdom)
                Ms. Inés Fauconnier (France)