



Inter-Parliamentary Union
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Regional Seminar on the Sustainable Development Goals for the Parliaments of Central and Eastern Europe



Chamber of Deputies
Romania

Building strong foundations for sustainable development

Seminar for Parliaments from Central and Eastern Europe organized jointly by the
Chamber of Deputies of the Romanian Parliament and the Inter-Parliamentary Union

18-19 April 2016, Bucharest (Romania)

GENERAL INFORMATION

1. VENUE, DATE AND PROGRAMME

The seminar will be held from 18 to 19 April 2016 at the Parliament of Romania (Palace of Parliament), in the Human Rights Hall, on level P (ground floor). Access to the seminar venue is from the official entrance located on Constitution Square (entrance C1), from where all badges and seminar documents should be collected. The draft programme of the seminar is attached.

2. PARTICIPATION

This seminar is open to the following parliaments of Central and Eastern Europe: Albania, Armenia, Azerbaijan, Belarus, Bosnia-Herzegovina, Bulgaria, Czech Republic, Croatia, Estonia, Georgia, Latvia, Lithuania, former Yugoslav Republic of Macedonia, Republic of Moldova, Montenegro, Poland, Turkey, Serbia, Slovakia, Slovenia, Ukraine, Hungary and Romania. The parliaments of the Central Asian countries of Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan and Uzbekistan will also be invited to attend. Those parliaments are invited to send a delegation of four members maximum, which should be gender-balanced and reflect the political representation within parliament. It is recommended that members of the delegations be persons working directly on development issues in parliament.

3. ORGANIZATION OF PROCEEDINGS

In keeping with IPU practice, all participants will have equal speaking rights. To make the discussions as fruitful and enriching as possible, the following rules will apply:

- (a) There will be no list of speakers on any agenda item. After the resource persons have introduced an agenda item, the floor will be open to participants for questions and comments.
- (b) Experience has shown that this kind of meeting does not lend itself to the reading out of prepared statements. Subject to arrangements that the Chair may make to suit the circumstances, oral contributions may not exceed three minutes. Participants may speak several times on each item, particularly to respond to other statements.

4. DOCUMENTS

Participants will receive hard copies of the resource persons' presentations as they become available. As far as possible, the IPU Secretariat will make available background documentation on the topics under discussion for the information of participants.

Participants wishing to distribute relevant documentation to their colleagues will be required to provide it in sufficient quantities and place it on a designated table.

5. WORKING LANGUAGE

The working languages will be **English, French, Russian and Romanian**.

Delegations that wish to use interpretation facilities are kindly requested to inform the organizers no later than **1 April 2016**. Only four additional interpretation booths are available and will be distributed on a first-come-first-served basis.

6. REGISTRATION

Parliaments that have been invited are requested to send their list of participants **no later than 1 April 2016**, using the enclosed Registration Form, to the following addresses:

<p>Parliament of Romania Romanian Chamber of Deputies Mrs. Ioana Bâgneanu Secretary of the Romanian Delegation 2–4 Izvor str., District 5, Bucharest, Romania Email: ipu@cdep.ro Tel: +4021 414 19 90 Fax: +4021 414 18 77</p> <p>Mrs. Daniela Ghiță Protocol Service 2–4 Izvor str., District 5, Bucharest, Romania Email: dghita@cdep.ro Tel: +4021 414 14 84 Fax: +4021 414 19 54</p>	<p>With copy to: Inter-Parliamentary Union 5, chemin du Pommier case postale 330 1218 Grand-Saconnex Geneva, Switzerland Email: postbox@ipu.org Tel: +41 22 919 41 50 Fax: +41 22 919 41 60</p>
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7. HOTEL ACCOMODATION AND RESERVATIONS

The Chamber of Deputies (Parliament of Romania) has made a block booking for three nights (17, 18 and 19 April) at the hotel indicated below. Participants are kindly asked to complete the Hotel Registration Form and return it as soon as possible, and **no later than 1 April 2016**.

Hotel

- J.W. Marriott Bucharest Grand Hotel (5-star)
10 minutes' walk from the Palace of Parliament

Reservations received after that date cannot be guaranteed and will depend on room availability. Requests for hotel reservations will be treated on a first-come-first-served basis. Participants are kindly asked to settle their bill directly with the hotel.

8. TRAVEL, ARRIVAL AND DEPARTURE

All participants are kindly requested to arrange their transport between Henri Coandă International Airport and the hotel.

Transfers for delegates between the J.W. Marriott Hotel, the official seminar venue and related locations will be provided by the host parliament.

Parliaments participating in the seminar should make their own travel arrangements and will bear travel and other costs related to their delegates' participation.

9. VISAS

A valid passport is required to enter Romania, except for nationals of EU countries, who may enter with a valid national ID card.

To obtain visas or further information on customs regulations, delegation secretaries/participants are advised to contact the Embassy of Romania in their respective countries.

10. REGISTRATION AND INFORMATION DESK

A registration and information desk will be available to participants at the seminar venue in front of the Human Rights Hall (level P), from 18 to 19 April, according to the programme of the seminar.

11. SECURITY

The national authorities will take all necessary security measures. Participants are required to wear their identity badges at all times while at the seminar venue.

Participants are kindly requested to show valid identification documents (a passport or identity card) when entering the Palace of Parliament. For security reasons, participants should be prepared for identity checks.

12. WEATHER CONDITIONS

For information on weather in Bucharest please see www.accuweather.com.

13. CURRENCY REGULATIONS

The local currency is the Romanian lei (RON). The exchange rate is about 4.5 RON = 1 EURO.

Major international currencies can be exchanged at banks, exchange offices and hotels; most major credit cards are widely accepted.

14. MEDICAL FACILITIES

During the seminar, first aid facilities will be available at the venue. All other medical services and prescriptions will be at the participants' own expense.