

Interregional Seminar on Parliamentary Capacity Building and the further implementation of the Sustainable Development Goals

Implementing the SDGs through South-South parliamentary cooperation

Beijing, 18 - 20 September 2016

GENERAL INFORMATION

VENUE, DATE AND PROGRAMME

The seminar will be held from 20 to 22 September 2016 at the National People's Congress in Beijing, China. The draft agenda of the seminar is attached. All delegates will be expected to arrive on 18 September 2016.

FIELD VISIT

For those delegations that are able to stay in China until 30 September, the National People's Congress would be pleased to organize a field visit to various parts of China to familiarize the parliamentarians with Chinese development model. Delegations registering for the seminar should indicate on the registration form whether they will stay on for the field visit.

1. PARTICIPATION

This seminar is open to the following parliaments: Bangladesh, Cambodia, Pakistan, Rwanda, Kenya, Zambia and China. Those parliaments are invited to send a delegation of three members of parliament and one staff 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.

2. 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 interventions, 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 to five minutes. Participants may speak several times on each item, particularly to respond to other statements.

3. DOCUMENTS

Participants will receive hard copies of the resource persons' presentations as they become available. 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.

4. WORKING LANGUAGE

The working languages will be **English and Chinese**.

5. REGISTRATION

Parliaments that have been invited are requested to send their list of participants **no later than 15 August 2016**, using the enclosed Registration Form, to the following address:

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

6. HOTEL ACCOMODATION AND RESERVATIONS

The National People's Congress will book hotel rooms for all participants.

7. TRAVEL, ARRIVAL AND DEPARTURE

The National People's Congress will organize transport of all participants from the airport to the hotel. Transfers for delegates between the hotel, the official seminar venue and related locations will be provided by the host parliament.

8. VISAS

A valid passport is required to enter China.

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

10. REGISTRATION AND INFORMATION DESK

A registration and information desk will be available to participants at the seminar venue from 20 to 22 September, 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 National People's Congress. For security reasons, participants should be prepared for identity checks.

12. WEATHER CONDITIONS

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

13. CURRENCY REGULATIONS

The local currency is the Yuan. The exchange rate is about 1 Yuan = 0.15 US Dollars.

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.