

# PARLIAMENTARY MEETING ON THE OCCASION OF THE UNITED NATIONS CLIMATE CHANGE CONFERENCE

*Copenhagen, 16 December 2009*

## PRACTICAL INFORMATION

### Date and venue

1. The Parliamentary Meeting on the occasion of the fifteenth session of the Conference of the Parties of the United Nations Framework Convention on Climate Change (COP15) will be held on Wednesday, 16 December 2009, on the premises of the Danish Parliament (Folketing) in Copenhagen. The address of the Folketing is as follows:

Folketinget, Christiansborg  
1240 København K.  
Denmark  
Tel.: +45 33 37 55 00  
Fax: +45 33 89 37 74  
E-mail: [folketinget@folketinget.dk](mailto:folketinget@folketinget.dk)

2. The inaugural ceremony will be held from 10 to 10.30 a.m., and will be followed by two working sessions. A luncheon reception for all participants will be offered at 1 p.m. at the parliamentary cafeteria. The closure of the Meeting is expected to take place at 6 p.m.

### Participation, registration, list of participants

3. The Parliamentary Meeting is open to all members of parliament who are present in Copenhagen at the time of COP15, are accredited to the intergovernmental Conference through their national delegations or as observers, and have a valid COP15 identity badge. Only persons duly accredited to COP15 will be able to enter the Bella Centre where the intergovernmental Conference will be held. The same COP15 badge will also allow entry to the premises of the Folketing.

4. If, for one reason or another, a parliamentary delegate does not have a COP15 badge, a special one-day "Parliamentary Meeting" badge can be issued on the spot. This badge will be valid for the meeting at the Folketing only and will not allow access to the Bella Centre. Delegates requiring a "Parliamentary Meeting" badge should inform the IPU Secretariat by **15 November 2009**, using the enclosed registration form, which is also available on the IPU website (<http://www.ipu.org/splz-e/cop15/registration.pdf>).

5. The IPU and the Danish Folketing are **not in a position to facilitate accreditation to COP15 and cannot provide Schengen visa** support for entry into Denmark. These matters should be dealt with by each delegation individually, as part of the overall COP15 accreditation procedure.

6. Due to the limited seating capacity of the meeting room at the Folketing, the number of parliamentarians per delegation as a rule should not exceed two. Observer delegations should be also limited to two persons. Parliaments are encouraged to strive for gender balanced delegations.

7. For identification and security reasons, all delegates are requested to wear their identification badges at all times during the session and at social functions.

8. A provisional list of participants will be distributed at the beginning of the Meeting. This list will be issued on the basis of confirmations received by the IPU Secretariat up to 5 December. Delegations are kindly requested to report any changes in the provisional list directly to the IPU. A revised list will be published on the IPU website after the session.

### Working modalities

9. A detailed work programme will be published on the IPU website in advance of the Meeting and distributed to parliaments by other means.

10. All agenda items will be dealt with in plenary. The programme will include an inaugural ceremony and a series of interactive panels and keynote presentations, with the participation of leading international experts and officials from the United Nations and beyond. The format of the Meeting being largely interactive, every effort ought to be made to avoid reading formal statements. Instead, the participants are invited to ask questions and participate in the debate by making brief statements and suggestions. No formal list of speakers will be drawn up in advance, with the order of interventions and questions to be decided by the Chair.

11. Due to the short duration of the Meeting and to other limiting factors, it is not envisaged to adopt a formal outcome document. As is customary for IPU meetings of this nature, however, the Chair will summarize the debate in his concluding remarks, to be presented at the end of the session.

### Languages

12. Simultaneous interpretation will be provided in Arabic, English, French and Spanish. Official written documentation of the Meeting will be available in English and French only.

### Documents

13. The only official documents of the Meeting will be its programme, the list of participants, and information notes prepared by the IPU Secretariat.

14. Should delegates wish to distribute their own documents or other material pertaining to the substance of the Meeting, they may use a table provided for that purpose in the immediate vicinity of the meeting room.

### Hotel accommodation

15. Hotel accommodation in Copenhagen at the time of COP15 is subject to severe restrictions and is practically unavailable to persons who are not accredited to the intergovernmental Conference as delegates or observers. To lodge COP15 guests in Copenhagen, the hosts have pre-booked the quasi-totality of hotel rooms within a radius of 60 km of the Bella Conference Centre. For this reason, the **organizers of the Parliamentary Meeting cannot provide hotel accommodation in Copenhagen**. All parliamentary delegates are expected to use the official COP15 hotel booking service instead.

### Requests for further information

16. Requests for further information concerning the Parliamentary Meeting on the occasion of COP15 should be addressed to:

Inter-Parliamentary Union  
Chemin du Pommier 5  
Case postale 330  
CH-1218 Le Grand-Saconnex / Geneva  
Switzerland  
Phone: +4122 919 41 50  
Fax: +4122 919 41 60  
E-mail: [postbox@mail.ipu.org](mailto:postbox@mail.ipu.org)