



Inter-Parliamentary Union
For democracy. For everyone.

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

Lima (Peru), 8 December 2014

Organized jointly by the Inter-Parliamentary Union and the Congress of the Republic of Peru, with the support of the GRULAC



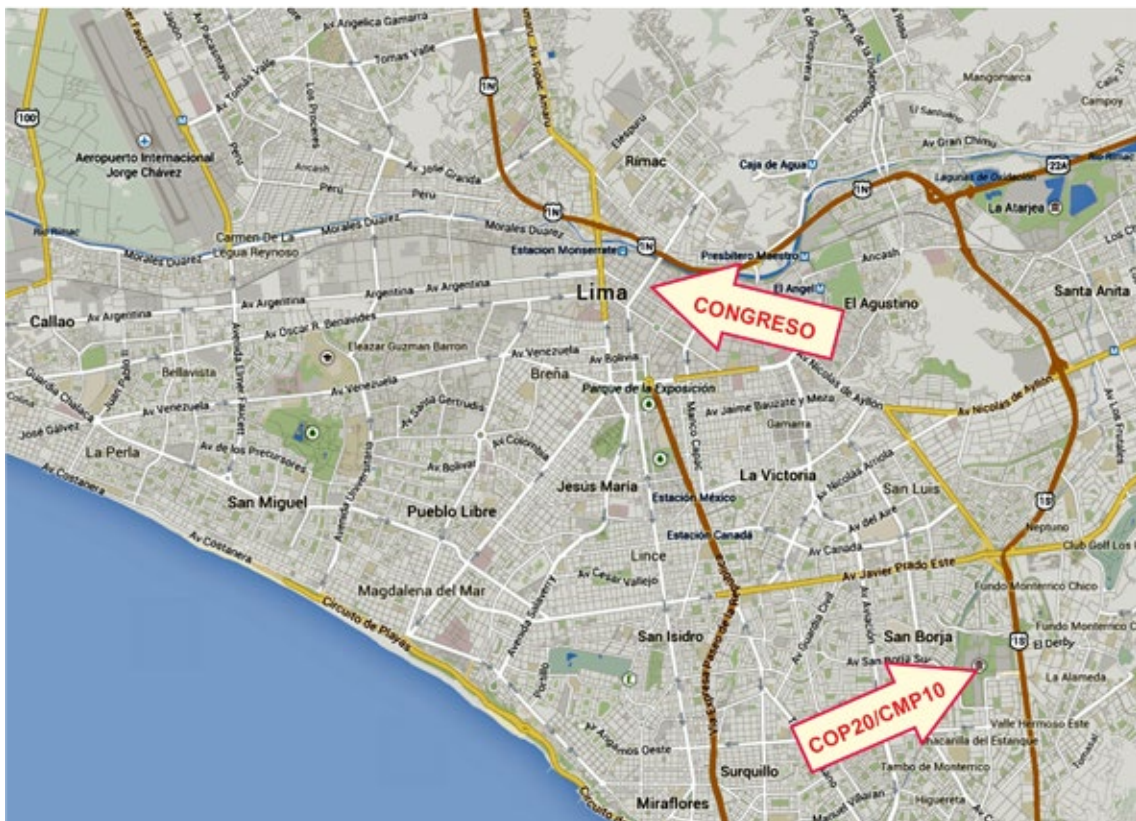
PRACTICAL INFORMATION

Venue

1. The Parliamentary Meeting on the occasion of the United Nations Climate Change Conference (COP20/CMP10) will be organized jointly by the IPU and the Congress of the Republic of Peru, with the support of the geopolitical Group of Latin America and the Caribbean (GRULAC). The Meeting will take place on the premises of the Congress of the Republic, in Sala Raúl Porras Barrenechea:

Congreso de la República
Av. Abancay s/n Plaza Bolívar
Lima 1, Perú
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2. Situated in downtown Lima, the building of the Congress of the Republic is accessible by public transportation, taxis and private vehicles from the COP20/CMP10 venue and the majority of the hotels where delegates will be lodged.



3. The host Parliament will look into the possibility of facilitating ground transfers to the Congress for parliamentary delegates on the day of the Meeting, possibly by providing a special shuttle bus service in the morning and after the end of the Meeting. Relevant details will be posted on the IPU website closer to the date of the Meeting.

Work programme

4. The Meeting will have two sittings on Monday, 8 December: from 10 a.m. to 1 p.m. and from 3 to 6 p.m. It will start with an inaugural ceremony, followed by two working sessions. A luncheon for all participants will be served on the premises of the Congress. Following the closure of the Meeting, a dinner reception will be offered by the hosts.

5. A detailed programme of the Meeting will be circulated by the IPU closer to the date of the event and will also be posted on the IPU website (<http://www.ipu.org/splz-e/cop20.htm>).

6. Given that the COP20/CMP10 session will be taking place from 1 to 12 December, on days other than the date of the Meeting at the Congress of the Republic, 8 December, parliamentary delegates will be expected to work with their national delegations to the UN Conference and will also have the possibility of attending various side events and activities taking place at a specially assigned location on COP20/CMP10 premises. Subject to confirmation, one such event will be organized on 10 December specifically for parliamentarians and representatives of cities and local authorities. Details of this event will be announced closer to the date of the session.

Participation and registration

7. As on past occasions, the Meeting is intended for parliamentarians who will be present in Lima for the COP20/CMP10 session as members of official national delegations or in any other capacity, such as observers representing civil society organizations. To ensure the success of the Meeting, it is of paramount importance to ensure that each parliament nominate MPs who are directly involved in activities dealing with environmental protection and climate change.

8. It is recommended, whenever possible, that delegates to the Parliamentary Meeting travel to Lima as members of official national delegations to COP20/CMP10. This is by far the easiest way to ensure that their transportation, visa, and accommodation needs are dealt with in a centralized way. More importantly, they will then be automatically accredited to the UN Conference and receive ID badges allowing them unrestricted access to COP20/CMP10 premises.

9. Due to the limited seating capacity of the meeting room at the Congress of the Republic, the number of parliamentarians per delegation normally should not exceed three. Observer delegations should be limited to two persons. Parliaments are encouraged to strive for gender-balanced delegations.

10. All delegates are kindly requested to return to the IPU Secretariat the enclosed registration form, which is also available electronically on the IPU website (<http://www.ipu.org/splz-e/cop20/registration.pdf>). The form should be submitted to the IPU by **1 November 2014** at the latest. Any modifications concerning the composition of the delegation should be communicated without delay.

11. The Registration Desk at the Congress of the Republic will be open on 8 December, from 8.30 a.m. to 6 p.m. ID badges will be prepared by the IPU Secretariat in advance, on the basis of the duly submitted registration forms.

12. For identification and security reasons, all delegates are requested to wear their ID badges at all times both during the Parliamentary Meeting and at related social functions.

13. It is important to keep in mind that registration to the Parliamentary Meeting is completely separate from the accreditation to the UN Climate Change Conference, which is handled by the UNFCCC Secretariat in conformity with the rules of that intergovernmental body. ID badges for the Parliamentary Meeting will not allow access to COP20/CMP10 premises.

14. The IPU and the Congress of the Republic of Peru are not in a position to facilitate accreditation to COP20/CMP10. These matters should be dealt with by each delegation individually, as part of the overall accreditation procedure to the UN Climate Change Conference.

List of delegates

15. A provisional list of delegates will be distributed at the beginning of the Parliamentary Meeting. The list will be issued on the basis of confirmations received by the IPU Secretariat up to **25 November**. On the spot, delegations are kindly requested to report any changes to the provisional list directly to the IPU Registration Desk. A revised list will be published on the IPU website after the Meeting.

Working modalities

16. All agenda items will be dealt with in plenary. The programme of the Meeting will include a series of interactive panels and keynote presentations with the participation of leading international experts and officials from the United Nations and beyond.

17. The format of the Meeting being largely interactive, every effort ought to be made to avoid reading formal statements. Instead, the delegates 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.

Possible outcome document

18. In the period leading up to the Parliamentary Meeting in Lima, the IPU will organize broad consultations on the draft outcome document to be adopted by the Meeting. A pre-draft will be prepared by the Congress of the Republic of Peru and is expected to take the form of a succinct political declaration addressed to both governments and parliaments. Its content and form should be such as to facilitate the draft's adoption by all participants in the Parliamentary Meeting without resorting to re-drafting or voting.

19. The IPU will publish the initial draft of the outcome document in English and French prior to the 131st IPU Assembly (Geneva, 12-16 October 2014) and will use the Assembly's consultative mechanisms for gathering comments and observations on the draft. A revised version of the draft will be posted on the IPU website for amendments soon after the Assembly. The deadline for the submission of amendments to the revised draft is **15 November**. The IPU will then finalize the draft and publish it on its website on 25 November. No further substantive amendments will be admissible after that date.

20. Nonetheless, delegates participating in the Parliamentary Meeting in Lima will be able to submit on the spot, in an individual capacity, additional amendments of an editorial nature, which should not impact the document's scope or nature.

21. The final draft will be presented to the closing session of the Parliamentary Meeting with a view to its adoption by consensus.

Languages

22. Simultaneous interpretation will be provided in English, French and Spanish. Official written documentation of the Meeting will be available in English and French only. Unofficial translation of working documents into Spanish will be provided by the GRULAC Secretariat.

Documents

23. Only official documents of the Meeting shall be distributed in the meeting room.

24. 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.

Official receptions

25. The Congress of the Republic will host a lunch and a dinner reception in honour of all participants. Lunch will be served at 1 p.m. on the premises of the Congress. The venue of the dinner reception will be announced later.

Visas

26. All delegates requiring an entry visa to Peru have a duty to request one sufficiently ahead of time. The IPU and the host Parliament are not in a position to provide visa support for entry into Peru. These matters should be dealt with by each delegation individually, as part of the overall accreditation procedure to the UN Climate Change Conference.

Hotel accommodation

27. Delegates are responsible for making their own travel and accommodation arrangements. Hotel accommodation in Lima at the time of COP20/CMP10 will be channelled through the host country's hotel booking service (see http://www.cop20.pe/?page_id=1593). The IPU and the host Parliament cannot provide hotel accommodation in Lima.

Requests for further information

28. Requests for further information concerning the Parliamentary Meeting on the occasion of the UN Climate Change Conference in Lima should be addressed to:

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