



# PARLIAMENTARY CONFERENCE ON THE GLOBAL ECONOMIC CRISIS

*Organized by the Inter-Parliamentary Union  
Geneva, 7 and 8 May 2009*

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# **PRACTICAL INFORMATION**

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Annex: United Nations Office at Geneva, map of the area

### Dates and venue

1. The Conference will take place on 7 and 8 May 2009, in Room XVIII, Building E, in the Palais des Nations, which is the premises of the United Nations Office at Geneva (UNOG). To enter the UN compound, visitors are invited to use the Pregny Gate situated at 14, avenue de la Paix (see Annex).

2. The Conference will start at 10 a.m. on Thursday, 7 May, and will be followed by four working sessions, lasting till the afternoon of the following day. As is customary for meetings held at UNOG, morning sessions will start at 10 a.m. and finish at 1 p.m., whereas afternoon sessions will start at 3 p.m. and finish at 6 p.m. A buffet reception will be hosted by the IPU in the Palais des Nations after the end of the working session on 7 May.

### Participation and registration

3. Participation in the Conference is open to all IPU Members and Observers, in accordance with standard IPU practice.

4. Due to the limitations imposed by the size of the meeting room, the number of MPs in each delegation normally should not exceed four. The maximum number of accompanying secretaries and advisors is limited to three persons. Parliaments are encouraged to strive for gender balanced delegations.

5. Given the subject matters to be addressed during the event, it is important that each parliament nominate members who deal with financial and economic issues or are otherwise directly involved in legislative action to curb the consequences of the current economic crisis, as well as those members who address foreign affairs and international cooperation.

6. The fact that the Conference is taking place at UNOG makes it imperative for all delegates to observe relevant UN security procedures, including registration deadlines and rules concerning identification badges. Detailed instructions in this regard will be posted on the IPU website at <http://www.ipu.org/splz-e/finance09.htm> and circulated to all parliaments by post.

7. The IPU Secretariat will process registration requests in a centralized way and pass the relevant data to UNOG. To be registered, delegates are requested to complete and return to the IPU Secretariat in Geneva the enclosed registration form which can also be downloaded from the IPU website. The form should be returned to the IPU Secretariat by **30 April 2009** at the latest. Any modifications concerning the composition of the delegation should be communicated directly to the IPU.

8. For security reasons, all delegates are requested to wear their identification badges at all times during their stay at UNOG for the Conference and related social functions.

### **List of Delegates**

9. A provisional List of Delegates 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 6 p.m. on 30 April. Delegations are kindly requested to report any changes in the provisional list to the IPU Secretariat. A revised list will be published on the IPU website after the Conference.

### **Working modalities**

10. All agenda items will be dealt with in plenary. A detailed work programme of the Conference will be published on the IPU website and distributed to parliaments by other means. The programme will include a series of interactive panels, with the participation of leading international experts and officials from the United Nations and beyond. The format of the Conference being largely interactive, every effort ought to be made to avoid reading formal statements by delegates. Instead, they 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. Should it prove to be possible for the Conference to adopt a statement or a set of recommendations on parliamentary action in response to the global economic crisis, the corresponding draft will be made available sufficiently in advance of the closing session. Specific arrangements concerning the submission of amendments to the draft will be announced on the spot.

### **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 session will be its programme and agenda, the list of delegates, a possible draft outcome document and information notes prepared by the IPU Secretariat.

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

### **Reception**

15. Details concerning the official reception for delegates, to be hosted by the IPU in the Palais des Nations in the evening of 7 May 2009, will be provided on registration.

### Visas

16. Attention is drawn to the strict provisions in force regarding entry into Switzerland, which is now part of the **Schengen** zone. Delegates requiring an entry visa to Schengen States must obtain it from the Swiss consulate or diplomatic mission responsible for the necessary arrangements in the delegates' country of residence.

### Hotel accommodation

17. Delegates are responsible for their own hotel expenses. Delegations from countries having a **Permanent Mission in Geneva** are kindly requested to make their hotel reservations through their respective Mission. The Missions are used to receiving national delegations to UN meetings and to handling hotel reservations. In fact, many of them have signed preferential tariff agreements with hotels close to the Palais des Nations.

18. Delegations from countries that do not have a diplomatic representation in Geneva may reserve their rooms either via their preferred tourist operator or through the **Geneva Tourist Office**. Should delegations wish to use the latter channel, they are kindly requested to contact the IPU Secretariat, which will subsequently send them a hotel reservation form, to be returned directly to the Geneva Tourist Office. However, attention is drawn to the fact that, in keeping with the practice of all hotels in Geneva, **only reservation forms returned with details of a credit card as a guarantee will be confirmed**. In view of the fact that several major international meetings are taking place in Geneva in the month of May 2009, it is imperative that hotel reservations be made as soon as possible and by **23 March** at the latest. Additional information about hotel reservations will be posted on the IPU website at <http://www.ipu.org/splz-e/finance09.htm> .

### Local transport and taxis

19. The Palais des Nations can be reached by buses and trams. Numbers 8, 18, F, V and Z stop at "Appia"; numbers 5, 11, 13, 14 and 15 stop at "Nations". Tickets must be purchased and validated before entering buses or trams. Individual tickets are available from vending machines at main stops, and cards for multiple trips can be purchased at a reduced rate from newsagents in town bearing the "TPC" (Geneva Transport Service) sign.

20. In Geneva, taxis are only available on call and cannot be hailed in the streets. There are taxi ranks in almost all main squares in Geneva and outside the Palais des Nations. Taxis can be called by telephone by dialing the following local numbers: 022 320 20 20, 022 320 22 02 and 022 331 41 33.

### Requests for further information

21. Requests for further information concerning the Conference should be addressed to:

Inter-Parliamentary Union  
5, chemin du Pommier  
Case postale 330  
CH-1218 Le Grand-Saconnex / Geneva  
Switzerland  
Phone: +4122 919 41 50  
Fax: +4122 919 41 60  
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