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# HONG KONG SESSION OF THE PARLIAMENTARY CONFERENCE ON THE WTO

Hong Kong (China), 12 and 15 December 2005

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*Organized jointly by the Inter-Parliamentary Union and the European Parliament*

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## ADDITIONAL INFORMATION ABOUT ACCREDITATION AND TRANSPORTATION ARRANGEMENTS IN HONG KONG

### Accreditation

1. This document is intended to supplement the Practical Information Note, which was circulated by the IPU Secretariat to all parliaments on 10 June 2005 and which included information about general arrangements for the participation and registration of parliamentary delegates to the Hong Kong session of the Parliamentary Conference on the WTO. The Practical Information Note is available on the IPU website (<http://www.ipu.org/splz-e/hk05.htm>).

2. The authorities of the Hong Kong Special Administrative Region, acting as the Host Government of the Sixth WTO Ministerial Conference (MC6), have made it known that security arrangements in Hong Kong will be very tight at the time of the Conference. Only persons duly accredited and wearing official MC6 badges with photos will have access to the area around the Hong Kong Convention and Exhibition Centre, the venue of the Ministerial Conference. Access to the Harbour Plaza Hong Kong Hotel, where the parliamentary session will take place, will be subject to less restrictions, but will be also controlled.

3. If at all possible, delegates to the parliamentary session should be included in their countries' official national delegations to MC6. This will facilitate many organizational and security-related matters and is **the only way to obtain full access** to the entire premises of the Ministerial Conference including its "Phase I" section, where NGOs and the media will be located, and "Phase II" section, where official MC6 meetings will take place.

4. Parliamentary delegates who will travel to Hong Kong outside the framework of their country's official national delegation to MC6 will be able to access the "Phase I" section of the Hong Kong Convention and Exhibition Centre **only** if they have a personalized "Parliamentary Conference on the WTO" (PCWTO) badge.

5. PCWTO badges, the design of which will be similar to that of MC6 badges, will be issued by the Ministerial Conference Registration Centre in Hong Kong on the basis of information provided by the IPU Secretariat. Only those parliamentary delegates who have registered with the IPU Secretariat **in advance** and provided their required personal data (see below) will receive PCWTO badges. Please note that **no registration of parliamentary delegates will be possible on the spot**.

6. In accordance with the general rules for MC6 accreditation, all parliamentary delegates requiring a PCWTO badge (i.e. those who are not accredited to MC6 as part of their country's official national delegation) must provide to the IPU Secretariat in Geneva by **18 October 2005** the following **personal data** accompanied by an **electronic photo**:

- (a) Family name, first name and all other names if applicable
- (b) Sex
- (c) Date of birth
- (d) Citizenship
- (e) Passport number
- (f) Functional title

Details concerning requirements for electronic photos are to be found in paragraph 8.

7. Information about the **date of birth** and **passport number** of each delegate is mandatory, even though it was not included in the parliamentary session's registration form distributed by the IPU Secretariat on 10 June 2005. To comply with this additional requirement of the Hong Kong authorities, all parliamentary delegates applying for a PCWTO badge must provide to the IPU Secretariat information about their date of birth and passport number by **18 October 2005** as a supplement to the data included in the parliamentary session's registration forms.

8. Each parliamentary delegate should also send to the IPU Secretariat via e-mail his or her **electronic photo** formatted in accordance with the following requirements:

- Dimension 5.12 cm x 3.84 cm
- Format: jpeg/jpg
- Minimum size of the file: 10 kb
- Maximum size of the file: 50 kb
- Filename should match the name of the person (e.g. john\_smith.jpg)

The photo should clearly show the face; a full body shot is not acceptable. To ensure that the photos are formatted in conformity with above-mentioned requirements, it is advisable to request assistance from the qualified IT personnel of your parliament. Electronic photos should be sent by **18 October 2005** to an e-mail address specially created to this end by the IPU Secretariat in Geneva:

**PCWTO@MAIL.IPU.ORG**

9. Please note that the Hong Kong authorities have strongly advised all MC6 delegates to register before **18 October 2005**, to allow sufficient time for administrative arrangements and printing of badges by the Host Government. This fully applies to parliamentary delegates applying for PCWTO badges. For this reason, the personal data and electronic photos of all parliamentary delegates must be transmitted to the IPU Secretariat in Geneva by this date at the latest.

10. Upon arrival in Hong Kong, parliamentary delegates who have applied for PCWTO badges should **personally** come to the MC6 Registration Centre, where there will be a separate parliamentary registration desk. The Ministerial Conference Registration Centre will be situated in the Hong Kong Central Library, at the following address:

Hong Kong Central Library  
66 Causeway Road  
Causeway Bay, Hong Kong

### **Transportation**

11. Parliamentary delegates wearing personalized MC6 or PCWTO badges will be able to use all general-purpose transportation facilities provided by the Host Government of the WTO Ministerial Conference. For more details, please consult the Host Government's website, <http://www.wtomc6.gov.hk>.

12. To facilitate transportation to the Harbour Plaza Hong Kong Hotel, where the parliamentary session will take place, a special **shuttle bus service** will be organized on **12 and 15 December 2005** between the **Harbour Plaza Hong Kong Hotel** and the **International Finance Centre (IFC)** located at 8, Finance Street, Central, Hong Kong. The IFC is at the centre of Hong Kong's transport network, and can easily be reached by various means of transportation. Detailed information on its location can be found on the IFC's website: <http://www.ifc.com.hk/english/location.aspx>

13. During MC6, the IFC will be used as a transportation hub linked by shuttle buses with the main MC6 hotels. Shuttle bus service between the IFC and the Harbour Plaza Hong Kong Hotel will be operational on **12 December from 7.30 a.m. to 8 p.m.** and on **15 December from 11.30 a.m. to 8 p.m.**