



Inter-Parliamentary Union
For democracy. For everyone.



2017 South Asian Speakers' Summit on Achieving the Sustainable Development Goals

Strengthening regional cooperation and resources for the SDGs

Organized by the Inter-Parliamentary Union (IPU) and the Parliament of India

Indore, India, 18-20 February 2017

GENERAL INFORMATION NOTE

This Note provides information about the Meeting and related arrangements

Background

The South Asian Speakers' Summit on Achieving the Sustainable Development Goals was held in Dhaka, Bangladesh on 30 and 31 January 2016. Speakers from South Asian countries participated in the meeting. While adopting the Dhaka Declaration on SDG action in South Asia at the concluding session of the Summit, the participating Speakers decided to institutionalize the South Asian Speakers' Forum. It was therefore decided that the Forum would meet at least once a year. It was also decided that in the first quarter of 2017, the Forum would meet in India and the Speaker of the Lok Sabha would chair the Forum. Sri Lanka indicated that it might host the event in 2018.

1. VENUE & DATE

The **2017 South Asian Speakers' Summit on Achieving the Sustainable Development Goals** will be held at **Hotel Radisson Blu**, Indore, Madhya Pradesh, India.

The event will be held on 18 and 19 February 2017. The Speaker of the Lok Sabha, Ms. Sumitra Mahajan will Chair the meeting. The Summit is being organized by the Inter Parliamentary Union (IPU) and the Parliament of India. The host secretariat will meet the cost of the board, lodging and local transport of three persons, namely, the Speaker or Presiding Officer, the Secretary General or Clerk and one accompanying official from each Chamber of the parliaments concerned. The meeting will be followed by a post conference tour to Mandu on 20 February 2017.

2. PARTICIPATION

The meeting is open to Speakers of Parliament from Afghanistan, Bangladesh, Bhutan, India, Maldives, Myanmar, Nepal, Pakistan and Sri Lanka. Speakers and Presiding Officers of parliament (or both parliamentary chambers in the case of bicameral parliaments) are invited to attend the event. The Speakers or Presiding Officers may be accompanied by the Secretaries General or Clerks and one accompanying official. The IPU President, IPU Secretary General and IPU Secretariat staff will also attend.

3. ORGANIZATION OF PROCEEDINGS

As per established practice, all participants will have equal speaking rights. The debates will take place in English. Delegations who wish to have interpretation into their own language are kindly requested to make their own arrangements.

4. EXPECTED OUTCOME

At the close of the Summit, a brief concluding document will be issued. It will contain a summary of conclusions and recommendations of the meeting.

5. DOCUMENTS

Written texts of the presentations will be distributed to participants as they become available. As far as possible, the IPU Secretariat will make available background documentation relevant to the issues under discussion.

Participants wishing to distribute documentation to their colleagues will be required to provide it in sufficient quantities during the meetings.

6. LANGUAGES

The Summit will be conducted in English. Two additional interpretation booths will be available for Speakers addressing the meeting in any other language. They should provide their own interpreter. The booths will be reserved on first come, first served basis. Interpreters should contact a member of the Meeting staff ahead of time to organize the logistics of their work. If at all possible, individual statements written in languages other than English should be translated and given to the IPU Secretariat for distribution.

7. SEATING ARRANGEMENTS (to be adapted according to available space)

Each delegation will be allotted three seats. Delegations composed of both Speakers from bicameral parliaments will be allotted six seats. Additional seating will be made available in the meeting room for persons accompanying parliamentary delegations.

8. REGISTRATION

Parliaments invited to the Summit are requested to send their list of participants to the following addresses **no later than 1st February 2017** using the enclosed Registration form:

<p>Contact/Address in India: Inter Parliamentary Union (IPU) Cell Lok Sabha Secretariat, Room No.427, Parliament House Annexe, New Delhi – 110 001 Tel: + 91 11 23034427, 23092463 Fax: + 91 11 23092953, E-mail: ipuc-lss@sansad.nic.in</p>	<p>CC: Inter-Parliamentary Union 5 chemin du Pommier case postale 330 1218 Grand-Saconnex Geneva Switzerland</p> <p>Tel: +41 22 919 41 50 Fax: +41 22 919 41 60 E-mail: postbox@mail.pu.org</p>
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9. HOTEL ACCOMMODATION AND RESERVATIONS

The Indian Parliament has made block bookings at the following hotel:

RADISSON BLU HOTEL, INDORE

Contact:

Ms. Seema Taj
Banquet Sales Manager

T: +91 731 473 8888

F: +91 731 473 8800,

M: +91 8085953889

banquetsales@rdindore.com

www.radissonblu.com

Address:

Radisson Blu Hotel Indore, 12 Scheme No 94C, Ring Road, Indore, Madhya Pradesh 452010, India

10. ARRIVAL AND DEPARTURE

In order to ensure an efficient reception service, all participants are kindly requested to provide dates, flight numbers and their arrival and departure times to the Host Secretariat. The delegates will be met on arrival at the airport.

11. VISAS

Entry visas are required except for citizens of countries which have visa exemption agreements with India. The Indian embassies or High Commissions in the countries participating in the Summit will be advised to issue delegates with visas promptly.

12. MEDICAL FACILITIES

During the meeting, first aid facilities will be provided at the venue. All other medical facilities and prescriptions will be at the participants' own expense.

13. REGISTRATION AND INFORMATION DESK

A registration and information desk will be available to participants at the meeting venue. The desk will operate from 8.00 a.m. to 6.00 p.m. on 18th February 2017.

Participants are kindly requested to register at the desk as soon as possible after their arrival. The registration staff will issue identity badges, deal with enquiries about the Summit and handle messages and mail.

For the purpose of identity badges, delegates are kindly requested to send by e-mail a passport-size photograph with a white background to the Host Secretariat along with their travel details. A profile of the delegate may also be enclosed.

14. SECURITY

All necessary security measures will be taken by the national authorities. Participants are required to wear their identity badges at all times when they are at the meeting venue and at all official functions during the Summit.

15. WEATHER CONDITIONS

The winter months are pleasant in Indore. In February, the night temperature will be 10-12 degrees Centigrade. Average daytime temperatures will be 20 degrees Centigrade.

16. PRESS

Journalists wishing to cover the seminar are requested to obtain accreditation from the Host Parliament. Access to the Meeting Hall will be restricted to official delegates only. There will be a media centre at the venue. Photographers and camera crews registered as members of their parliament's delegation will be permitted to film during meetings.

17. TRANSPORT

After the conclusion of the Summit on 19th February 2017, dignitaries will visit Lal Bagh Palace, Rajwada and Mriganayani. The hosts will provide them with cars for the visit.

On the day after the Summit (20th February 2016), dignitaries will visit Mandu where they will be able to explore Jahaz Mahal, Jami Masjid and Rani Roopmati Pavillion.

18. OTHER SERVICES

The following services will be available to participants at the meeting venue:

- Bureau de change
- Cyber café
- Photography

19. RECEPTIONS

After the conclusion of the first day of the Summit (18th February 2017), a dinner will be hosted by the Speaker of the Lok Sabha in the honour of the visiting dignitaries. It will take place in the Tulip Hall, First Floor, Brilliant Convention Centre, Indore. Presiding Officers or Speakers and Secretaries General of all parliaments of South Asian countries are invited to the dinner.
