



Inter-Parliamentary Union
For democracy. For everyone.

Parliamentary Hearing at the United Nations

19-20 November 2014
United Nations Headquarters
New York



INFORMATION NOTE

The meeting will take place in the Economic and Social Council (ECOSOC) Chamber on the second floor of the main Secretariat Building. Doors will open at 9.10 a.m. and the proceedings will start at 9.30 a.m. sharp.

Languages

Simultaneous interpretation will be provided in English, French, Spanish and Arabic. In addition, there are three interpretation booths available to national delegations wishing to bring their own interpreters. Requests for these booths should be submitted by e-mail to ny-office@ipu.org. They will be treated on a first-come, first-served basis.

Travel and Accommodation

Delegations are expected to make their own travel and accommodation arrangements. Please note that hotels in New York can be fully booked during this period and that better rates and more choice may be afforded by reserving early. Your country's Permanent Mission to the United Nations may be of assistance with this.

Building Access

Security arrangements at the United Nations are very strict and no one is allowed to enter without an entry badge issued by the Pass Office. Badge applications must be submitted in advance through your country's Permanent Mission to the United Nations, and at the request of your parliamentary delegation.

Registration of Participants

A separate registration form must be filled out for each participant and submitted to the Office of the IPU Permanent Observer to the United Nations in New York. Please note that the same form applies to both members of parliament and accompanying staff.

Seating & Speaking Arrangements

There will be open seating. Delegates wishing to take the floor must press the button under the digital display at each seat in order to place themselves in the speaking queue. Delegates will need to introduce themselves at the start of each intervention.

Further Information

Please check the IPU website at <http://www.ipu.org/Splz-e/unga14.htm> for the draft programme, registration form, background documents and other updates.