



Inter-Parliamentary Union
For democracy. For everyone.

Fifth Interregional Seminar on Parliamentary Capacity-building and the Further Implementation of the Sustainable Development Goals

Stronger inter-parliamentary exchanges for a better achievement of the SDGs

6-8 July 2023 - Beijing (China)

GENERAL INFORMATION

VENUE, DATE AND PROGRAMME

The seminar will be held from 6 to 8 July 2023 at the National People's Congress in Beijing (China) and will be followed by a field trip until 15 July 2023. The draft agenda of the seminar will be sent in due course. All delegates will be expected to arrive in Beijing on 5 July 2023 and leave from Shanghai on 16 July 2023.

FIELD VISIT

For those delegates that are able to stay in China until 16 July, the National People's Congress would be pleased to organize a field visit to the Provinces of Yunnan and Jiangsu.

1. PARTICIPATION

This seminar is open to the following parliaments: Cambodia, Guyana, Laos, Maldives, Nigeria, South Africa, Suriname and Thailand. These parliaments are invited to send a delegation of up to three members, which should be gender-balanced and reflect the political representation within parliament. Each delegation could be composed of parliamentarians only or may include one parliamentary staff. It is recommended that members of the delegations be persons working directly on development issues in parliament.

2. DOCUMENTS

Participants will receive copies of the resource persons' presentations as they become available. Participants wishing to distribute relevant documentation to their colleagues will be required to provide it in sufficient quantities and place it on a designated table.

3. WORKING LANGUAGE

The working languages will be **English and Chinese**.

4. REGISTRATION

Please identify one person as a **focal point** for contact and provide his/her name, e-mail address and phone number. This person will be responsible for communicating with the IPU about your delegation's travel plans.

Invited parliaments are requested to send their list of participants **no later than 16 June 2023**, using the enclosed Registration Form, to the following address:

Inter-Parliamentary Union
5, chemin du Pommier
case postale 330
1218 Grand-Saconnex
Geneva, Switzerland
Email: postbox@ipu.org
Tel: +41 22 919 41 50
Fax: +41 22 919 41 60

5. HOTEL ACCOMODATION, LOCAL TRANSPORTATION AND MEALS

The National People's Congress will book and cover expenses for hotel rooms for all participants. The National People's Congress will also provide local transportation and meals from 6 to 16 July.

6. TRAVEL, ARRIVAL AND DEPARTURE

Participants are informed that the IPU Secretariat is responsible for purchasing their tickets to China. The IPU will cover the travel costs (economy class tickets) for a delegation of up to three members. The National People's Congress will organize transport of all participants from/to the airport.

Invited parliaments are kindly requested to firstly register their delegates through the Chinese embassy in their country, and then submit respective registration forms – together with a scanned copy of attendees' passports - to: postbox@ipu.org

The IPU has contacted a travel agency that will make all flight reservations for participants based on communicated travel dates and according to IPU travel policy (most economical and direct route). The focal point of your delegation will confirm the bookings made by the travel agency before the purchase of tickets is finalised. **The deadline for flight bookings is 16 June 2023. Please note that the subject title of your email should be the following: "China interregional seminar on the SDGs".**

Please inform the IPU if you decide to change your travel dates for any reason. Once tickets have been issued, and except in cases of force majeure, any penalties or additional charges incurred for changing or cancelling your ticket must be paid for at the participants' own expenses. Please also note that, should you wish to upgrade your flight or extend your stay for personal reasons and as a result, your air fare is higher than what the cost of a ticket would have been for the official travel dates of the seminar, you will be required to inform the IPU as soon as possible and provide credit card details to cover the additional costs.

7. VISAS

A valid passport is required to enter China. To obtain visas or further information on customs regulations, participants are advised to contact the Embassy of China in their respective countries.

8. SECURITY

The national authorities will take all necessary security measures. Participants are required to wear their identity badges at all times while at the seminar venue.

Participants are kindly requested to show valid identification documents (a passport or identity card) when entering the National People's Congress. For security reasons, participants should be prepared for identity checks.

9. WEATHER CONDITIONS

For information on weather in Beijing please see www.accuweather.com.

10. CURRENCY REGULATIONS

The local currency is the Yuan. The exchange rate is about 1 Yuan = US\$ 0,14. Major international currencies can be exchanged at banks, exchange offices and hotels; most major credit cards are widely accepted.

11. MEDICAL FACILITIES

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