



Inter-Parliamentary Union
For democracy. For everyone.

147th ASSEMBLY GUIDEBOOK

23 – 27 October 2023
Luanda, Angola

CONTENTS

Page

OFFICIAL OPENING AND MEETING PLACES	3
OFFICIAL RECEPTIONS AND OTHER EVENTS	3
TIMETABLE OF THE ASSEMBLY AND RELATED MEETINGS	4
SEATING ARRANGEMENTS IN MEETING ROOMS	9
AGENDAS OF THE ASSEMBLY AND STANDING COMMITTEES	9
REGISTRATION OF SPEAKERS AND SPEAKING TIME FOR THE GENERAL DEBATE	11
ADDITIONAL INFORMATION	
Registration and Information Desk	12
Table of votes at the Assembly	12
Voting in the Governing Council – election of the IPU President	13
Assembly documents	13
Distribution of messages and non-official documentation	13
Results of the Assembly and related meetings	14
Summary records of the debates	14
Submission and control of documents	14
Distribution of documents	14
Simultaneous interpretation	14
IPU Communications	14
Ensuring a safe and respectful Assembly	15
Informal and bilateral meeting rooms	15
Information and transport services	15
Typing Pool, Photocopying and Print-on-demand Service	15
Internet and Wi-Fi access	15
Medical service	15
No smoking policy	16
Restaurants and coffee bars	16
MEMBERSHIP OF STATUTORY BODIES	
Assembly of the Inter-Parliamentary Union	17
Governing Council of the Inter-Parliamentary Union	17
Executive Committee	17
Assembly responsibilities	18
PRESIDENCY OF THE IPU AND ASSEMBLY SECRETARIAT	20

OFFICIAL OPENING AND MEETING PLACES

The Inaugural Ceremony of the 147th Assembly of the Inter-Parliamentary Union will take place on Monday, 23 October 2023 at 19:00 at the Baía Luanda, in the presence of H.E. Mr. João Lourenço, President of the Republic of Angola.

For admission to the Inaugural Ceremony and all other official events held during the Assembly, participants are kindly requested to wear their identity badges and present the appropriate invitation.

The plenary sittings of the Assembly and the meetings of the Governing Council, the Executive Committee, the Standing Committees, the Forum of Women Parliamentarians and other statutory bodies, as well as the meetings of the Association of Secretaries General of Parliaments (ASGP), will take place at the National Assembly of Angola.

OFFICIAL RECEPTIONS AND OTHER EVENTS

Saturday, 21 October 2023

Reception for the IPU Executive Committee hosted by the Speaker of the National Assembly of the Republic of Angola

Venue : National Assembly (restaurant on 3rd floor)
Time : 19:00 – 20:30

Monday, 23 October 2023

Inaugural Ceremony

Venue : Baía Luanda
Time : 19:00 – 20:00

Official dinner hosted by H.E. the President of the Republic of Angola for Speakers of Parliament, Heads of parliamentary delegations and Executive Committee members (by invitation only)

Venue : Presidential Palace
Time : 20:30 – 22:00

Cocktail reception for all other delegates

Venue : Baía Luanda
Time : 20:30 – 22:00

Tuesday, 24 October

Luncheon for Speakers of Parliament (by invitation only)

Venue : National Assembly (restaurant on 3rd floor)
Time : 13:15 – 14:30

Cultural Evening

Venue : Baía Luanda
Time : 19:30 – 22:00

Wednesday, 25 October

Reception offered by the President of the Forum of Women Parliamentarians

Venue : Aurora Miramar
Time : 19:00

Reception hosted by the Secretary General of the National Assembly of Angola for ASGP members

Venue : Galerias
Time : 19:00

Evening reserved for Embassy receptions

Thursday, 26 October

Reception offered by Mr. Kilamba K. Van Dúnem, MP, for young Members of Parliament

Venue : Fortaleza Restaurante
Time : 19:00

General timetable of the 147th Assembly and related meetings

Luanda, 23 to 27 October 2023

Saturday, 21 October 2023

	09:00 – 18:00	Beginning of Registration
	10:00 – 13:00	Executive Committee* <i>Tenda 1, ground floor</i>
	15:00 – 18:00	Executive Committee* <i>Tenda 1, ground floor</i>

Sunday, 22 October 2023



	09:00 – 10:00	Gender Partnership Group* <i>Tenda 1, ground floor</i>
	09:30 – 13:00	Committee on the Human Rights of Parliamentarians* <i>Sala 1.07, first floor</i>
	10:00 – 13:00	Executive Committee* <i>Tenda 1, ground floor</i>
	14:30 – 18:00	Committee on the Human Rights of Parliamentarians* <i>Sala 1.07, first floor</i>

Monday, 23 October 2023




	09:00 – 10:00	Bureau of Women Parliamentarians* <i>Tenda 1, ground floor</i>
	09:30 – 10:30	Meeting of Advisers and Secretaries to delegations <i>Sala Multiusos 2, second floor</i>
	10:30 – 13:00	Forum of Women Parliamentarians <i>Sala Nobre, ground floor</i>
	11:00 – 13:00	Joint Meeting with the Chairs of the Geopolitical Groups and the Presidents of the Standing Committees* <i>Tenda 1, ground floor</i>
	14:00 – 17:00	Committee on Middle East Questions* <i>Tenda 1, ground floor</i>
	14:30 – 17:30	Forum of Women Parliamentarians <i>Sala Nobre, ground floor</i>
	14:30 – 18:00	Committee on the Human Rights of Parliamentarians* <i>Sala 1.07, first floor</i>
	19:00 – 20:00	Inaugural Ceremony <i>Tenda Baía Luanda</i>

* closed meeting

Tuesday, 24 October 2023

	08:00 – 09:00	Assembly Steering Committee* <i>Sala 1.02, first floor</i>
	09:00 – 10:30	Board of the Forum of Young Parliamentarians* <i>Tenda 1, ground floor</i>
	09:00 – 11:00	Governing Council <i>Plenary Hall, ground floor</i>
	09:00 – 11:00	High-Level Advisory Group on Countering Terrorism and Violent Extremism* <i>Sala 1.07, first floor</i>
	09:00 – 13:00	Standing Committee on Democracy and Human Rights Debate on the draft resolution <i>Orphanage trafficking: The role of parliaments in reducing harm</i> <i>Tenda 2, ground floor</i>
	09:00 – 13:00	Standing Committee on Peace and International Security <ul style="list-style-type: none"> - Expert hearing on the theme <i>Addressing the social and humanitarian impact of autonomous weapon systems and artificial intelligence</i> - Panel discussion on the theme <i>Inventory of tools for MPs to engage in dialogue, legislation, oversight and prevention in the pursuit of peace</i> <i>Sala Nobre, ground floor</i>
ASGP	11:00 – 12:30	ASGP Meeting <i>Sala Multiusos 2, second floor</i>
	11:00 – 13:00	Assembly: Start of the General Debate on the theme <i>Parliamentary action for peace, justice and strong institutions (SDG 16)</i> <i>Plenary Hall, ground floor</i>
	11:00 – 13:00	Committee to Promote Respect for International Humanitarian Law* <i>Tenda 1, ground floor</i>
	12:00 – 13:30	IPU-UNICEF Joint workshop on <i>The role of parliaments in securing effective public spending for children's rights</i> <i>Sala 1.07, first floor</i>
	14:00 – 17:30	Forum of Young Parliamentarians of the IPU <i>Sala Nobre, ground floor</i>
	14:30 – 16:30	Working Group on Science and Technology* <i>Tenda 1, ground floor</i>
	14:30 – 17:00 14:30 – 16:30 16:30 – 17:00	Assembly: <ul style="list-style-type: none"> - General Debate - Special segment to launch the Indicators for Democratic Parliaments <i>Plenary Hall, ground floor</i>
	14:30 – 17:30	Advisory Group on Health* (English only) <i>Sala 1.08, first floor</i>
ASGP	14:30 – 17:30	ASGP Meeting <i>Sala Multiusos 2, second floor</i>

* closed meeting

	14:30 – 18:00	Committee on the Human Rights of Parliamentarians* <i>Sala 1.07, first floor</i>
	15:00 – 18:00	Standing Committee on Democracy and Human Rights Drafting in plenary of the draft resolution <i>Tenda 2, ground floor</i>
	17:00 – 18:30	Assembly Decision on the emergency item <i>Plenary Hall, ground floor</i>

Wednesday, 25 October 2023

	09:00 – 10:30	Bureau of the Standing Committee on Sustainable Development* <i>Tenda 1, ground floor</i>
	09:00 – 10:30	Parity debate on the theme <i>I care to care: Male parliamentarians engage in equal caring responsibilities</i> <i>Sala Nobre, ground floor</i>
	09:00 – 13:00 09:00 – 10:30 10:30 – 11:00	Assembly - Debate on the emergency item - Special segment to mark the 75th anniversary of the Universal Declaration of Human Rights <i>Plenary Hall, ground floor</i>
	11:00 – 12:00	Governing Council <i>Plenary Hall, ground floor</i>
	12:00 – 13:00	Assembly - Continuation of the General Debate <i>Plenary Hall, ground floor</i>
	09:30 - 12:30	Standing Committee on Democracy and Human Rights Completion of drafting in plenary of the draft resolution <i>Tenda 2, ground floor</i>
	09:30 – 13:00	Committee on the Human Rights of Parliamentarians* <i>Sala 1.07, first floor</i>
ASGP	10:00 – 12:30	ASGP Meeting <i>Sala Multiusos 2, second floor</i>
	11:00 – 12:30	Bureau of the Standing Committee on Peace and International Security* <i>Tenda 1, ground floor</i>
	11:00 – 13:00	Standing Committee on United Nations Affairs - Discussion on <i>The UN field presence in support of national development: The case of Angola</i> - Discussion on <i>Bringing gender equality to the UN General Assembly</i> <i>Sala Nobre, ground floor</i>
	14:00 – 18:30	Second Global Parliamentary Summit on Countering Terrorism and Violent Extremism <i>The global response to the Call of the Sahel</i> <i>Tenda 2, ground floor</i>








* closed meeting

	14:30 – 16:00	IPU-ASGP Joint Workshop on <i>The digital transformation of parliaments</i> <i>Sala Multiusos 2, second floor</i>
	14:30 – 17:30	Task Force on the peaceful resolution of the war in Ukraine* <i>Tenda 1, ground floor</i>
	14:30 – 18:30	Standing Committee on Sustainable Development <ul style="list-style-type: none"> - Debate on the theme of the next resolution <i>Partnerships for climate action: Promoting access to affordable green energy, and ensuring innovation, responsibility and equity</i> - Preparations for the <i>Parliamentary Meeting at the United Nations Climate Change Conference (COP28) in the United Arab Emirates</i> <i>Sala Nobre, ground floor</i>
	14:30 – 18:30	Assembly Continuation of the General Debate <i>Plenary Hall, ground floor</i>
	14:30 – 18:30	Possible drafting committee on the emergency item* <i>Sala 1.07, first floor</i>
ASGP	16:00 – 17:30	ASGP Meeting <i>Sala Multiusos 2, second floor</i>





Thursday, 26 October 2023

	09:00 – 10:00	Gender Partnership Group* <i>Tenda 1, ground floor</i>
	09:00 – 10:30	Bureau of the Standing Committee on United Nations Affairs* <i>Sala 1.07, first floor</i>
	09:00 – 11:00	Standing Committee on Sustainable Development <ul style="list-style-type: none"> - Expert hearing on the theme <i>Ensuring global food security</i> - Elections <i>Sala Nobre, ground floor</i>
	09:00 – 13:00	Assembly: Continuation of the General Debate <i>Plenary Hall, ground floor</i>
	09:30 – 11:00	IPU-WHO Joint workshop on <i>Unpacking the development of the Pandemic Accord</i> <i>Tenda 2, ground floor</i>
ASGP	10:00 – 12:30	ASGP Meeting <i>Sala Multiusos 2, second floor</i>
	10:00 – 13:00	Executive Committee* <i>Tenda 1, ground floor</i>
	11:00 – 13:00	Bureau of the Standing Committee on Democracy and Human Rights* <i>Sala 1.07, first floor</i>
	11:30 – 13:00	Open session of the Committee to Promote Respect for International Humanitarian Law on the theme <i>The role of parliaments in tackling the humanitarian impacts of climate-related displacement</i> <i>Tenda 2, ground floor</i>
	11:30 – 13:00	Standing Committee on United Nations Affairs <ul style="list-style-type: none"> - Discussion on <i>Reforming the Security Council for a stronger multilateral regime</i> - Elections <i>Sala Nobre, ground floor</i>

* closed meeting

	14:30 – 16:30	Working Group on Science and Technology* <i>Tenda 1, ground floor</i>
	14:30 – 16:30	Standing Committee on Peace and International Security - Panel discussion on the theme <i>The role of parliaments in promoting a culture of transparency, anti-corruption and citizen engagement to restore trust in national and international institutions and strengthen peace</i> - Elections <i>Sala Nobre, ground floor</i>
ASGP	14:30 – 17:30	ASGP Meeting <i>Sala Multiusos 2, second floor</i>
	14:30 – 18:00	Committee on the Human Rights of Parliamentarians* <i>Sala 1.07, first floor</i>
	14:30 – 18:30	Assembly - Adoption of the resolution on the emergency item - Award of the Second Cremer-Passy Prize - Special accountability segment on implementation of IPU resolutions and other decisions - Launch of the 2023 Report on Youth Participation - Conclusion of the General Debate <i>Plenary Hall, ground floor</i>
	17:00 – 18:30	Committee on Middle East Questions* <i>Tenda 1, ground floor</i>
	17:00 – 18:30	Standing Committee on Democracy and Human Rights Adoption of the draft resolution <i>Tenda 2, ground floor</i>
	17:00 – 18:30	Hearing with candidates for IPU President <i>Sala Nobre, ground floor</i>

Friday, 27 October 2023

	09:00 – 13:00	Governing Council - Election of the IPU President - Decisions on the human rights of MPs, and - Reports of specialized meetings <i>Plenary Hall, ground floor</i>
	11:00 – 13:00	Bureau of Women Parliamentarians* <i>Tenda 1, ground floor</i>
	14:30 -	Governing Council <i>Plenary Hall, ground floor</i>
	At the end of the Governing Council	Assembly - Adoption of resolutions - Reports of the Standing Committees - Outcome document of the General Debate, and - Closing sitting <i>Plenary Hall, ground floor</i>

Legend:

Assembly /
Governing Council



Committees /
Panel discussions



Other Assembly events,
including *in camera* sessions



* closed meeting

SEATING ARRANGEMENTS IN MEETING ROOMS

As usual, lots will be drawn among the delegations participating in the session to determine which will be seated in the first row of the Plenary Hall. The result of this drawing of lots and the name of the delegation placed in the front row, on the right-hand side of the Chair, will be posted on the Assembly App and shared on the WhatsApp group. Other delegations follow in *English alphabetical order*.

The Assembly and Governing Council will meet in the Plenary Chamber of the National Assembly of Angola.

The setup of this room cannot be modified and, as such, seating in the Hall is limited. The Chamber has a total capacity of 663 seats, which is less than the number of seats normally available in the main plenary hall at IPU Assemblies.

Consequently, each delegation will be allocated a maximum of four seats. As there is no second row of chairs, advisers and secretaries will sit next to their parliamentary delegates, when possible.

Additional seating is also available in the Sala Multiusos 1 (spill-over room, with a capacity of 250 seats), on the ground floor of the main building next to the Internet café Foyer, which will have a live-feed from the Plenary Chamber.

Delegation members and staff who do not have seats in the Plenary Chamber are invited to make use of this spill-over room.

The first and last seats of each delegation are marked by a country nameplate.

For the Forum of Women Parliamentarians, Standing Committee plenary sessions and other meetings, delegates are invited to collect their country nameplate when entering the room and place it in front of them, clearly visible.

AGENDA OF THE ASSEMBLY

1. Election of the President of the 147th Assembly
2. Consideration of requests for the inclusion of an emergency item in the Assembly agenda
3. General Debate on the theme *Parliamentary action for peace, justice and strong institutions (SDG 16)*
4. Special accountability segment on the implementation of IPU resolutions and other decisions
5. *Orphanage trafficking: The role of parliaments in reducing harm* (Standing Committee on Democracy and Human Rights)
6. Reports of the Standing Committees
7. Approval of the subject item for the Standing Committee on Democracy and Human Rights at the 149th IPU Assembly and appointment of the Rapporteurs

AGENDAS OF THE STANDING COMMITTEES

Standing Committee on Peace and International Security

1. Adoption of the agenda
2. Approval of the summary records of the Committee's session held at the 146th IPU Assembly in Manama (March 2023)
3. Expert hearing on the theme *Addressing the social and humanitarian impact of autonomous weapon systems and artificial intelligence*
4. Panel discussion on the theme *Inventory of tools for MPs to engage in dialogue, legislation, oversight and prevention in the pursuit of peace*
5. Panel discussion on the theme *The role of parliaments in promoting a culture of transparency, anti-corruption and citizen engagement to restore trust in national and international institutions and strengthen peace*
6. Elections to the Bureau of the Standing Committee
7. Any other business

Standing Committee on Sustainable Development

1. Adoption of the agenda
2. Approval of the summary record of the Committee's session held at the 146th IPU Assembly in Manama (March 2023)
3. Debate on the theme of the next resolution entitled *Partnerships for climate action: Promoting access to affordable green energy, and ensuring innovation, responsibility and equity*
4. Preparations for the Parliamentary Meeting at the United Nations Climate Change Conference (COP28) in the United Arab Emirates
5. Expert hearing on the theme *Ensuring global food security*
6. Elections to the Bureau of the Standing Committee
7. Any other business

Standing Committee on Democracy and Human Rights

1. Adoption of the agenda
2. Approval of the summary record of the Committee's session held at the 146th IPU Assembly in Manama (March 2023)
3. Preparation of a resolution entitled *Orphanage trafficking: The role of parliaments in reducing harm*
4. Preparations for future Assemblies
5. Elections to the Bureau of the Standing Committee
6. Any other business

Standing Committee on United Nations Affairs

1. Adoption of the agenda
2. Approval of the summary record of the Committee's session held at the 146th IPU Assembly in Manama (March 2023)
3. The UN field presence in support of national development: The case of Angola
4. Bringing gender equality to the UN General Assembly
5. Reforming the Security Council for a stronger multilateral regime
6. Elections to the Bureau of the Standing Committee
7. Any other business

REGISTRATION OF SPEAKERS AND SPEAKING TIME FOR THE GENERAL DEBATE

Delegations may register at the Speakers' Registration Desk.

Venue	Speakers' Registration Desk, near to the Plenary Hall entrance (Plenary Hall, National Assembly of Angola)
Opening hours	<ul style="list-style-type: none">Monday, 23 October 2023 from 11:00 to 17:00Tuesday, 24 October 2023 from 09:00 to 13:00 and from 14:00 to 18:30
Officer in charge	Mr. Ed Cooper
Number of speakers	<ul style="list-style-type: none">IPU Members and Associate Members: up to three speakers <i>A third speaker will be registered if they are a young member of parliament (under 45 years of age)</i>Observers: one speaker
Speaking time	<p>The speaking time allocated to delegations will be as follows:</p> <ul style="list-style-type: none">Member delegations– 6 minutesYoung parliamentarians – 2 minutesPermanent observers – 3 minutes
Segments in the list	<p>The Secretariat will register speakers for the following four segments:</p> <ul style="list-style-type: none">Presiding officersFirst speakersSecond speakersYoung parliamentarians
Distribution of speeches	<p>Delegations are invited to submit the texts of official speeches to speeches@ipu.org. As far as possible, the texts of official statements delivered in the General Debate will be published on the Assembly webpage and will be part of the records of the Assembly. Due to technical limitations, only speeches in English, French and Spanish will be posted. Please note that the IPU Secretariat is not in a position to translate the texts of speeches.</p>
Final order of speakers	<p>At 15:30 on Monday, 23 October 2023, the Secretariat will determine the final order of speakers for each segment by the public drawing of lots (at the Speakers' Registration Desk).</p>
Where to find the list?	<p>The list of speakers will be available at the Documents Distribution Service (Delegates' services area, close to Sala 01, ground floor), as well as on the 147th Assembly webpage and App.</p>
Can we register after the drawing of lots?	<p>Speakers registering after the drawing of lots will be added to the list (in their respective categories) in the order in which they have registered, until the Assembly closes the list of speakers. A revised list containing such additions will be issued at the end of each day.</p>
How to change the order?	<p>Delegates may exchange their place on the list with other speakers. In the event of any such changes, please inform Ms. Anda Filip, Secretary of the Assembly. Any bilateral arrangements which may be made by delegations to exchange places in the list of speakers will not lead to a renumbering of the position held by speakers in the list.</p>
Timekeeping	<p>A green light will shine when the speaker commences; when the speaker has only one minute remaining, an orange light will shine; when the speaking time has been used up, a red light will flash.</p> <p>Second speakers from a delegation may find it useful to consult the timekeepers to ascertain the precise amount of time available to them for their statements.</p>

ADDITIONAL INFORMATION

Registration and Information Desk

The Registration and Information Desk is located outside the National Assembly building, on the left-hand side of the main entrance and will be open as follows:

- 09:00 to 18:30 on Saturday, 21 October 2023;
- 08:00 to 18:30 from Sunday 22 to Friday, 27 October 2023.

All participants must register with the Registration Desk, which will distribute the identity badges. Delegates may also collect documents and other communications from their pigeonholes.

The provisional list of delegates will be available for consultation on the IPU website and App. A hard copy can be obtained, upon request, from the Documents Distribution Service. In the afternoon of Tuesday, 24 October 2023, delegation coordinators and secretaries are kindly requested to collect from the Registration Service a document containing information relating to their delegation. Any modifications should be signed by the head of the delegation and given to Ms. K. Tatam at the Registration Desk no later than 26 October 2023 at 12 noon.

As part of the IPU's paper smart policy, the list of participants is no longer a bilingual document. The information in the list will appear in the language of registration and a bilingual glossary of terms will be included.

The colour of the identity badges corresponds to the following categories of participants:

	<u>Colour</u>
Members of Parliament, Delegates	Dark Blue
Secretaries, Advisers of delegations	Green
Observers	Yellow
Members of the Parliament of Angola (non-members of delegation)	Grey
ASGP	Red
Diplomatic Corps	Black
Special Guests	Pale Orange
Accompanying Persons	Dark Orange
IPU Secretariat	Pale Blue
Assembly Secretariat	Purple
Host Organizing Committee	Beige
Protocol	Dark Green
Media / Press	Orange
Public	Dark Grey
Security	Brown
Service Providers	Dark Mauve

For security reasons, admission to the Assembly facilities and to all programme activities will be limited to persons wearing identity badges received at the time of registration. All participants are therefore requested to wear their identity badges at all times.

Table of votes at the Assembly

In conformity with Rule 29 of the Assembly Rules, the table indicating the number of votes to which delegations taking part in the session are entitled will be distributed at the opening of the Assembly. Delegates are reminded that votes are allocated in accordance with the provisions of Article 15 of the Statutes, which stipulates as follows:

ARTICLE 15

1. Only delegates present in person shall have the right to vote.
2. The number of votes to which each Member of the IPU is entitled shall be calculated on the following basis:
 - (a) Each Member of the IPU shall have a minimum of ten votes;
 - (b) Each Member of the IPU shall have the following additional number of votes in relation to the population of its country:

From	1	to	5	million	1	vote
				inhabitants:		
From over	5	to	10	" "	2	votes
" "	" "	10	to	20	" "	3
" "	" "	20	to	30	" "	4
" "	" "	30	to	40	" "	5
" "	" "	40	to	50	" "	6
" "	" "	50	to	60	" "	7
" "	" "	60	to	80	" "	8
" "	" "	80	to	100	" "	9
" "	" "	100	to	150	" "	10
" "	" "	150	to	200	" "	11
" "	" "	200	to	300	" "	12
From over	"		300	" "	13	"

- (c) Any delegation composed exclusively of parliamentarians of the same sex shall have a minimum of eight votes (instead of the 10 for mixed delegations) at the Assembly of the Inter-Parliamentary Union. For delegations entitled to a certain number of additional votes, the overall calculation will be made on the basis of eight votes instead of 10.

3. A delegation may split its votes so as to express the diverse views of its members. No one delegate may record more than 10 votes.

Voting in the Governing Council – election of the IPU President

Voting shall be conducted by secret ballot. Two voting booths and one ballot box will be installed at the front of the room.

Each delegation is entitled to a maximum of three votes in the Governing Council, provided that:

1. The delegation has at least three Members of Parliament
2. The delegation is composed of both men and women
3. The three delegates are present in the room at the time of the vote

Single-sex delegations will only be entitled to one vote.

Assembly documents

The Secretary General has overall responsibility for authorizing the circulation of all official documents for the session.

Before the opening of each session, all meeting documents will be made available to delegates. In keeping with the decision by the IPU governing bodies to reduce the carbon footprint of the Organization and continue to reduce paper waste, only a limited number of documentation sets will be printed for the various sessions of the Assembly.

Delegates who wish to obtain additional copies of documents posted on the IPU website may use the print-on-demand service available at the Typing Pool and Print on demand Service for delegates, located in the Foyer, Sala Multiusos, Ground floor, National Assembly main building. All documents on the 147th Assembly webpage are also posted on the Assembly App.

The Assembly Journal, providing the latest updates on the programme of meetings and other information is available in meeting rooms and at the Information Desk, as well as on the 147th Assembly webpage and Assembly App.

Distribution of messages and non-official documentation

The transmission of messages through the Registration and Information Desk is a service made available to delegations with a view to facilitating communications on matters relating to the Assembly and its proceedings.

Delegations that wish to share information on any question other than those related to the working of the sessions may do so, under their own responsibility, by leaving documentation on tables set aside for this purpose, in the corridors leading to the Plenary Chamber (first floor).

Results of the Assembly and related meetings

All delegations will receive one printed copy of the Results of the 147th Assembly. Members of the IPU are also reminded that the different sections of the brochure are accessible from the IPU website (www.ipu.org) and can be downloaded in PDF format two weeks after the Assembly.

Summary records of the debates

The Summary Records of the Governing Council, of the Assembly, and of the four Standing Committees, will be prepared by the Secretariat and posted on the website within three months after the Assembly.

Submission and control of documents

Delegations wishing to submit documents relating to the agenda of the Assembly and of the Governing Council or transmit any information to the Secretariat of the Assembly (change in their Executive Bureau, contact details, etc.) are requested to do so at this Service, located on the first floor of the main building of the National Assembly, close to the Plenary Chamber. The person in charge of this service is Ms. E. Vulpillière.

Distribution of documents

As usual, a limited number of copies of working documents will be available to delegates in the various meeting rooms. Additional copies can be obtained from the Documents Distribution Service, located in the Foyer, Sala Multiusos, Ground floor, National Assembly main building. The person in charge of this service is Mr. A.R. Farzaam.

Simultaneous interpretation

The IPU Secretariat will provide simultaneous interpretation in the IPU Assembly's working languages (Arabic, English, French and Spanish) at the meetings of all statutory bodies.

In the Plenary Hall, four interpretation booths have been reserved for Chinese, Japanese, Portuguese and Russian. These booths are provided free of charge and may be used by the interpretation teams for these languages.

A limited number of additional booths may be made available in the Plenary Hall on request. The related costs incurred must be borne by the requesting party. All such requests will be handled on a first-come, first-served basis.

Delegations are informed that no other meeting rooms will be equipped with booths, as the sessions there will be serviced by off-site interpreters. Therefore, if a national parliament wishes to recruit remote simultaneous interpreters (RSI) for these rooms, they should make sure that the interpreters are familiar with interpreting via Zoom. For more details, please contact Conference Services (conf.services@ipu.org).

Delegates may deliver their speech in another language, provided that they arrange for it to be interpreted into one of the IPU's official languages (English or French) by a person designated by them, who will be given access to an interpretation booth or interpretation channel. To allow for all necessary arrangements to be made in good time, delegations should contact well in advance the Conference Services team (conf.services@ipu.org) or the English booth interpreters assigned to the meeting at which the speech will be delivered. Moreover, eight copies of a translation of the speech into one of the IPU's official languages should be given to the English booth for distribution to the other interpreters.

IPU Communications

The main IPU Stand is close to the Registration desk. On the Stand you will find all the latest IPU publications and products. As part of the IPU's climate campaign *Parliaments for the Planet*, we are also interested in interviewing you to hear what you are doing to green your parliament and to implement the Paris Agreement on climate.

Media wishing to cover the Assembly must receive accreditation from the Press Service in order to obtain the necessary documentation and identity badges. Please contact press@ipu.org if you have any questions.

On social media, please join the conversation using #IPU147 or #Parliaments4thePlanet.



Get the latest information on the 147th IPU Assembly's programme and events by following us on X (formerly Twitter) (www.twitter.com/ipuparliament).



Photos from the 147th Assembly of the IPU will be posted on Flickr (www.ipu.org/147pics). For information on the official photo bank, please visit the Press Service.



Instagram: www.instagram.com/ipu.parliament_official



Facebook: www.facebook.com/InterParliamentaryUnion



YouTube: www.youtube.com/user/iparliamentaryunion

LinkedIn <https://www.linkedin.com/company/inter-parliamentary-union>

Ensuring a safe and respectful Assembly

The IPU is committed to protecting and promoting the freedom of opinion and expression in its meetings; however, abusive language, expressions of intolerance and incitement to discrimination, hostility or violence are unacceptable. Speakers shall refrain from such conduct. The presiding officer of the meeting may take any action deemed necessary to call to order anyone who disrupts the proceedings in this way.

The IPU is also committed to ensuring a working environment for the Assembly that is free of sexism and sexual harassment. All those working for or on behalf of the IPU, delegates and other attendees are expected to conduct themselves in a professional and respectful manner, and to actively prevent sexism, sexual harassment and misconduct.

Informal and bilateral meeting rooms

On the Assembly premises, there are two meeting rooms available for geopolitical and other group meetings, as well as some bilateral meeting rooms.

Reservations of these rooms are handled by the Informal and Bilateral Meeting Rooms Desk, located in the Foyer, Sala Multiusos, Ground floor, National Assembly main building. All reservations are made on a first-come, first-served basis.

Information and transport services

The Host Parliament will welcome all participants of the 147th IPU Assembly on arrival at Quatro de Fevereiro International Airport.

The Parliament of Angola will provide a shuttle service from the official hotels to all official events for the duration of the Assembly.

Timetables will be displayed at information desks in the Assembly hotels and are also available on the Host Parliament's website.

Typing pool, photocopying and print-on-demand service

The typing pool, photocopying and print-on-demand service for delegates (Foyer, Sala Multiusos, Ground floor, National Assembly main building) is open from 21 to 27 October 2023. Delegates may request additional copies of any documents posted on the IPU website.

Internet and Wi-Fi access

An internet café will be available from 21 to 27 October 2023, from 08:30 to 18:30, Foyer, Sala Multiusos, Ground floor, National Assembly main building. Wi-Fi access is also available throughout the building (network: **IPU147**; password: **@Luanda2023**).

Medical service

There will be a complete medical service (doctor, paramedic and ambulance) on stand-by at the National Assembly, as well as at all official events and receptions.

No-smoking policy

There is a no-smoking policy in effect in all meeting rooms. Delegates wishing to smoke are invited to use the areas designated for this purpose.

Restaurants and coffee bars

There are three restaurants at the 147th Assembly venue, the first two will be open as of 22 to 27 October 2023:

On the third floor with a view over the bay

Buffet restaurant

Seating for 266 persons

Location: Main building

Opening times:

Lunch: 12:00 – 14:30

Mezzanine

Buffet restaurant

Seating for 192 persons

Location: Main building, mezzanine level

Opening times:

Lunch: 12:00 – 14:30

Cafeteria (open as of 21 October)

Buffet restaurant

Seating for 186 persons

Location: Main building, ground floor

Opening times: 09:00 – 18:30

There is also a coffee bar where you can buy sandwiches and salads.

It is in the ***External patio*** – office building, take the walkway on the first floor of the main building across to office building and go through the door on the right.

Opening times: 08:00 – 20:00 (as of 21 October)

There will also be vending machines throughout the Main building, where coffee, tea, and snacks can be purchased.

Payment can be made in cash or with international credit cards.

MEMBERSHIP OF STATUTORY BODIES

Assembly of the Inter-Parliamentary Union

President

The Assembly will elect its President at the opening of its proceedings on Tuesday, 24 October 2023 at 11:00.

Steering Committee

Under Assembly Rule 9, the Steering Committee is composed of the President of the Assembly, the President of the IPU and the Vice-President of the IPU Executive Committee. The Presidents of the Standing Committees may take part in an advisory capacity in the work of the Steering Committee, which is assisted by the IPU Secretary General.

Standing Committee – Peace and International Security

President: Mr. M.B.M. Al-Ahbab (Qatar)
Vice-President: *Vacancy*
Secretary: Ms. Laurence Marzal

Standing Committee – Sustainable Development

President: *Vacancy*
Vice-President: Mr. W. William (Seychelles)
Secretary: Ms. Aleksandra Blagojevic

Standing Committee – Democracy and Human Rights

President: Mr. A. Gajadien (Suriname)
Vice-President: *Vacancy*
Secretary: Mr. Andy Richardson

Standing Committee – United Nations Affairs

President: *Vacancy*
Vice-President: Mr. A. Gryffroy (Belgium)
Secretary: Ms. Paddy Torsney

Governing Council of the Inter-Parliamentary Union

President: Mr. Duarte Pacheco (Portugal)

Executive Committee

President: Mr. Duarte Pacheco (Portugal)

IPU Vice-Presidents: Mr. A.R. Al Nuaimi (United Arab Emirates)
Ms. P. Krairiksh (Thailand)
Mr. A. Saidov (Uzbekistan)
Ms. B. Argimón (Uruguay)
Vacancy

Members: Mr. A. Kharchi (Algeria)
Mr. I. Flores García (Chile)
Ms. I.K.N. Sabangu (Democratic Republic of the Congo)
Vacancy
Vacancy
Ms. A. Sarangi (India)
Mr. R. Rabbani (Pakistan)
Vacancy
Ms. E. Anyakun (Uganda)
Mr. J.F.N. Mudenda (Zimbabwe)
Vacancy

Ex officio: Ms. C. Lopez Castro (Mexico)
President of the Bureau of Women Parliamentarians
Mr. D. Carden (United Kingdom)
President of the Board of the Forum of Young Parliamentarians

Assembly responsibilities

Secretary General

Mr. Martin Chungong

Assembly

Ms. Anda Filip, Secretary

Ms. Andrée Lorber

Mr. Ed Cooper

Mr. Mauricio Huertas Glauser

Governing Council

Mr. Akiyo Afouda

Ms. Sharon Varturk

Executive Committee

Mr. Akiyo Afouda

Ms. Sharon Varturk

Sub-Committee on Finance

Ms. Andrée Lorber, Secretary

Mr. Ed Cooper

Gender Partnership Group

Ms. Kareen Jabre, Secretary

Ms. Zeina Hilal

Forum and Bureau of Women Parliamentarians

Ms. Zeina Hilal, Secretary

Ms. Brigitte Filion

Forum of Young Parliamentarians

Ms. Zeina Hilal, Secretary

Mr. Jonathan Lang

Committee on the Human Rights of Parliamentarians

Mr. Rogier Huizenga, Secretary

Ms. Boutayna Lamharzi

Mr. Roberto Rodriguez Valencia

Committee on Middle East Questions

Mr. Martin Chungong, Secretary

Mr. Mokhtar Omar

Standing Committee – Peace and International Security

Ms. Laurence Marzal, Secretary

Mr. Arthur Duforest

Standing Committee – Sustainable Development

Ms. Aleksandra Blagojevic, Secretary

Mr. Alessandro Motter, Co-Secretary

Ms. Isabel Obadiaru

Standing Committee – Democracy and Human Rights

Mr. Andy Richardson, Secretary

Ms. Addie Erwin

Standing Committee – United Nations Affairs

Ms. Paddy Torsney, Secretary

Ms. Brigitte Brenner

Drafting Committee on the Emergency Item
Ms. Brigitte Brenner, Joint Secretary
Ms. Hiroko Yamaguchi, Joint Secretary

Committee to Promote Respect for International Humanitarian Law
Ms. Kareen Jabre, Secretary

Media and Press
Mr. Thomas Fitzsimons, Director
Ms. Kate Brooks

Conference Services
Ms. Sally-Anne Sader

Submission and Control of Documents
Ms. Emilie Vulpillière

Language Services
Mr. Hervé Compagnion, Senior French Reviser
Mr. Michael Stott, Senior English Reviser

IT Support
Mr. Pieyre-Bernard Castelier

Document Reproduction and Distribution Service
Mr. Roshid Farzaam

Registration and Information Desk
Ms. Kirsten Tatam

PRESIDENCY OF THE IPU AND ASSEMBLY SECRETARIAT AT THE NATIONAL ASSEMBLY

	OFFICES
Speaker of the National Assembly of Angola Ms. Carolina Cerqueira	Speaker's Office Main building (Ala A), fourth floor
Secretariat of the Speaker of the National Assembly of Angola	
President of the Inter-Parliamentary Union Mr. Duarte Pacheco	First floor, Main building
Secretary General of the Inter-Parliamentary Union Mr. Martin Chungong	First floor, Main building
President's Secretariat Adviser to the President, Mr. Artur Reis	First floor, Main building
IPU Executive Office Senior Executive Assistant, Ms. Sharon Varturk	First floor, Main building
Directors' Office Ms. Anda Filip, Members and External Relations Ms. Andrée Lorber, Support Services Ms. Kareen Jabre, Programmes Communications Mr. Thomas Fitzsimons, Director Ms. Kate Brooks, Web and Social Media	First floor, Main building
French Translation Mr. Hervé Compagnion English Editing and Translation Mr. Michael Stott	First floor, Main building
Documents Control service Team Leader, Ms. Emilie Vulpillièrre	First floor, Main building
Distribution of Documents Officer-in-charge, Mr. Roshid Farzaam	Delegates' services area (close to the cafeteria), ground floor, main building
Registration Desk Ms. Kirsten Tatam	Covered walkway, left-hand side of Sala Nobre
Typing pool, Photocopying and Print-on-demand Service for delegates	Delegates' services area (close to the cafeteria), ground floor, main building
President of the ASGP	Level -1, office building
Joint Secretaries of the ASGP Ms. Elektra Garvie-Adams Ms. Capucine Capon	Level -1, office building