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GENERAL INFORMATION DOCUMENT

Parliamentary Meeting on the occasion of the 28th United Nations Climate Change Conference (COP28)

6th December 2023

Connect Conference Centre, COP28 Green Zone, Expo City Dubai, United Arab Emirates

Organized jointly by the Inter-Parliamentary Union and
the Federal National Council of the UAE





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Welcoming Remarks

It gives us immense pleasure to invite and welcome you to join us for the IPU Parliamentary Meeting at COP28 to be held on 6th December 2023 at Dubai Expo City, United Arab Emirates.

The annual COP conference is the most important international gathering on climate change. It convenes leaders, policymakers, scientists, and civil society from around the globe to identify joint solutions to advance climate action. For over a decade, the IPU has been organizing parliamentary meetings at the COP to strengthen the role of parliaments in international dialogues and processes on climate change. This gathering will facilitate knowledge sharing, international cooperation, and the exchange of best practices on climate action. It will provide a platform for parliamentary dialogue, elevating parliamentary voices supporting urgent climate efforts both nationally and internationally, and translating COP commitments into actionable realities.

For the first time, the Parliamentary Meeting will be held in the COP Green Zone in order to accelerate parliamentary engagement in and commitment towards climate work, and to increase cooperation between stakeholders.

We look forward to welcoming you to the upcoming Parliamentary Meeting at COP28 and wish you a fruitful meeting.

**The United Arab Emirates,
Federal National Council**

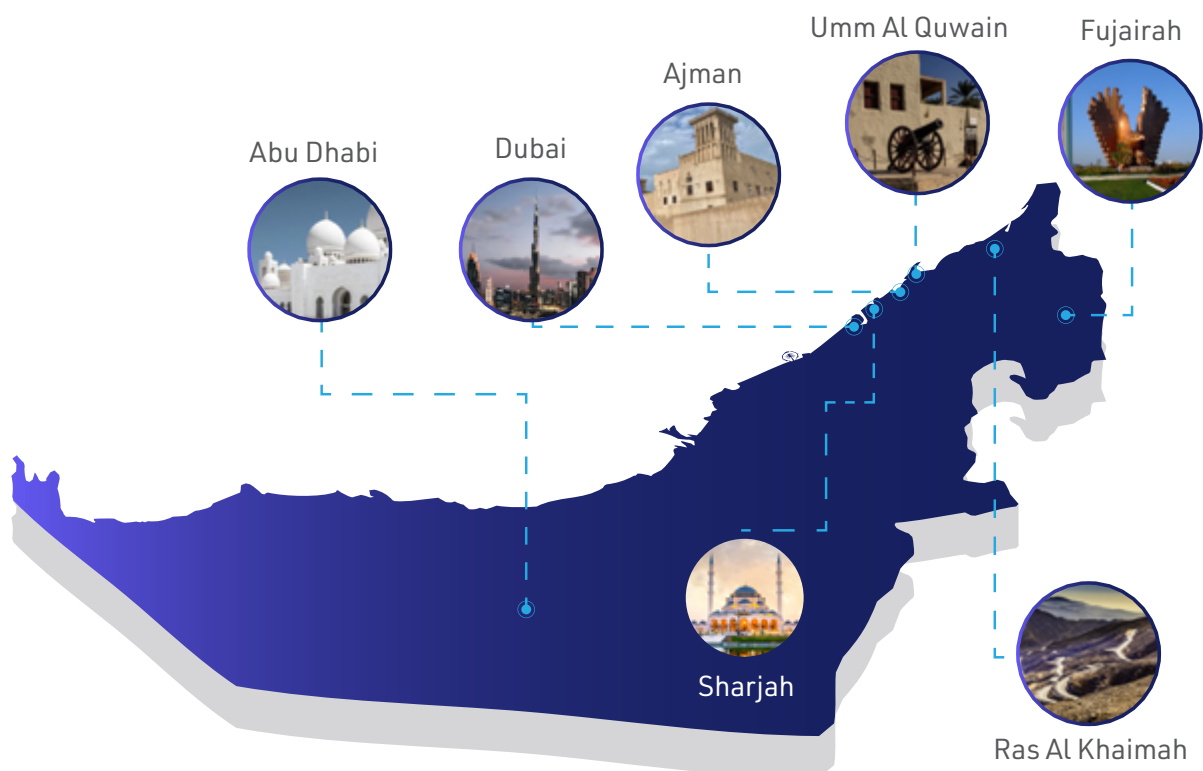
United Arab Emirates

The United Arab Emirates (UAE) is situated in the Southeast of the Arabian Peninsula, bordering Oman and Saudi Arabia. In December 1971, the UAE became a federation of seven emirates – Abu Dhabi, Dubai, Sharjah, Ajman, Umm Al-Quwain, Fujairah, and Ras Al-Khaimah.

Since its inception in 1971, the UAE has supported the global climate agenda. Situated in a region where heat is extreme and fresh water is scarce, the UAE has long viewed climate change as a challenge that must be overcome.

As a regional leader in the energy and sustainability sectors, the UAE has grown and diversified its economy, creating knowledge, skills and jobs for its young people, while contributing practical solutions to a global problem that affects us all.

The UAE has several federal institutions led by the Federal Supreme Council which is the highest constitutional authority. The Council is composed of Their Highnesses the Rulers of the seven emirates and is responsible for formulating the general policy of the UAE. It also looks into all that contributes to the achievement of the objectives of the Federation and of that which is in the common interest of the member emirates. Its responsibilities include electing the President and the Vice President and the endorsement of federal laws, among other.





Federal National Council

The Federal National Council (FNC) is the consultative council, the parliamentary body of the UAE, and it is composed of 40 members. Its main functions include:

- Passing, amending or rejecting federal draft laws including financial bills.
- Examining the Annual General Budget draft law and the draft law of the final accounts.
- Discussing international treaties and agreements.
- Discussing general subjects pertaining to the affairs of the Federation and offering recommendations.

Key facts about the FNC

- The Federal National Council is the fourth of the five federal authorities.
- The FNC members hold office for four years from the date of its first session.
- A member of the FNC represents the entire population of the UAE and not merely the emirate the member represents in the FNC.

Composition of the FNC

The FNC has 40 members. The number of seats assigned to each emirate is proportionate to its population as follows:

- Abu Dhabi _ 8 seats
- Dubai _ 8 seats
- Sharjah _ 6 seats
- Ajman _ 4 seats
- Umm Al Quwain _ 4 seats
- Ras Al Khaimah _ 6 seats
- Fujairah _ 4 seats

As per the directive of the late H. H. Sheikh Khalifa bin Zayed Al Nahyan, Emirati women must occupy 50 per cent of the Federal National Council's (20 seats for men and 20 seats for women).



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ABOUT THE EVENT

The Parliamentary Meeting, scheduled in conjunction with the 28th Conference of the Parties of the United Nations Framework Convention on Climate Change (COP28), is a collaborative effort between the Inter-Parliamentary Union (IPU) and the UAE's Federal National Council.

Taking place on 6 December 2023 in Dubai, UAE, this gathering will convene global parliaments to facilitate knowledge sharing, international cooperation and the exchange of best practices on climate action. The event aims to create an inclusive platform for parliamentary dialogue, elevating parliamentary voices supporting urgent climate efforts both nationally and internationally, and translating COP commitments into actionable realities.

Notably, this year's Parliamentary Meeting will mark an important step forward as it will be held on-site in the COP Green Zone. This location underscores the commitment of global parliaments to environmental concerns, symbolizing their dedication to the climate agenda. It signifies progress towards aligning legislative actions with global climate goals, bolstering collaboration and enhancing the role of legislatures in tackling environmental challenges. Furthermore, it offers an opportunity to raise the profile of parliamentary engagement within this major global process.





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DATE & VENUE



The Parliamentary Meeting at COP28 is co-organized by the UAE Federal National Council (FNC) and the Inter-Parliamentary Union (IPU). It will be held on Wednesday, **6 December 2023** as per the venue information given on this page.

Meeting Venue

Connect Conference Center (C3)
Green Zone _ COP28,
Expo City Dubai - UAE



GREEN ZONE SITE MAP

HUBS

- | | | | |
|--|--|--|-------------------------|
| | ENERGY TRANSITION HUB | | YOUTH HUB |
| | KNOWLEDGE HUB | | GREENING EDUCATION HUB |
| | CLIMATE FINANCE HUB | | IMPACT HUB |
| | TECHNOLOGY & INNOVATION HUB (HALL 1 & 2) | | VOICE FOR ACTION HUB |
| | START-UP VILLAGE | | GREEN ZONE MEDIA CENTRE |

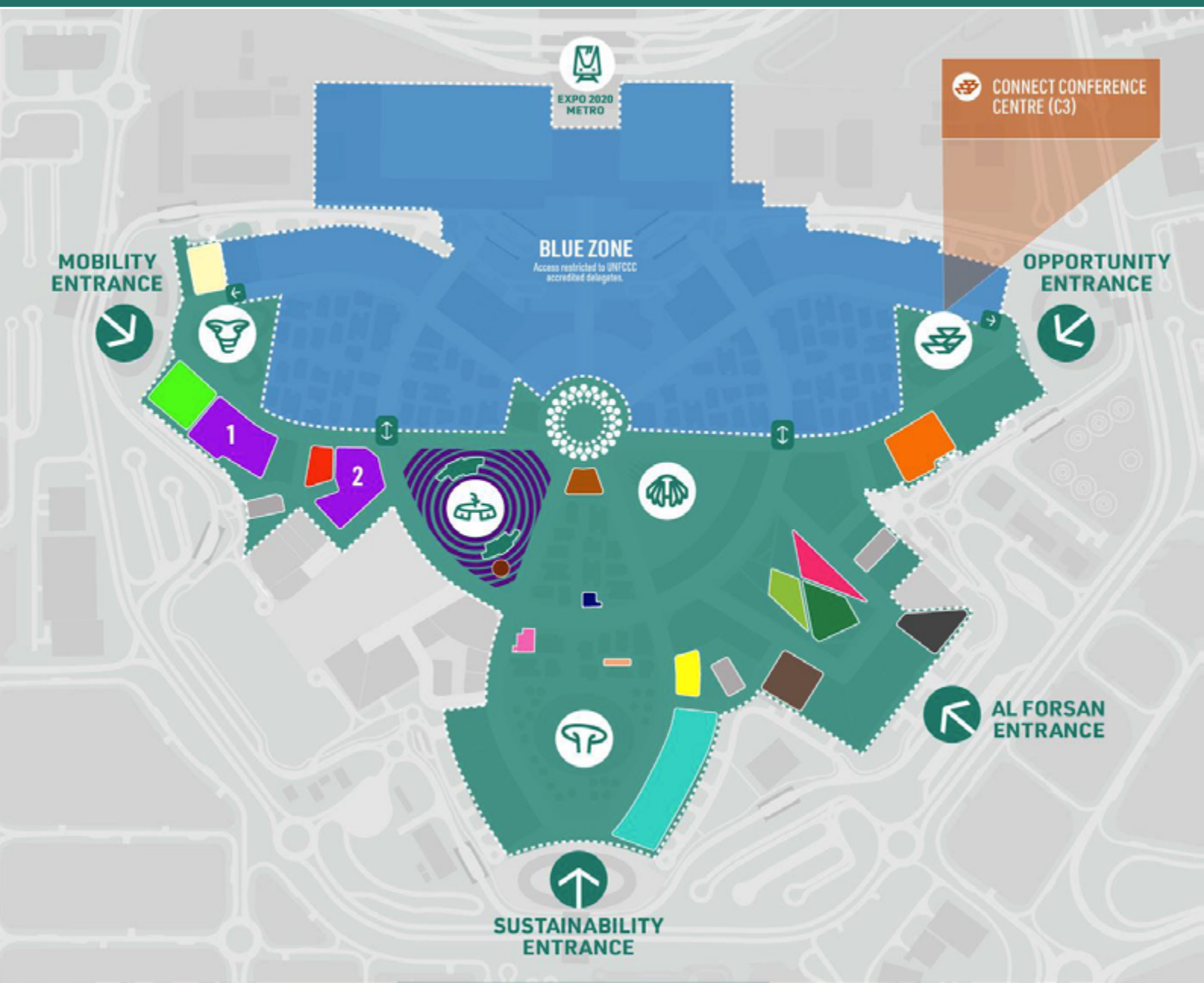
PLACES OF INTEREST

- | | | | |
|--|------------------------------|--|---------------------------------------|
| | AL FORSAN PARK | | VISITOR CENTRE |
| | EMIRATI CRAFTS BY AL GHADEER | | GREEN ZONE STAGE |
| | STORIES OF NATIONS* | | WOMEN'S PAVILION* |
| | URBAN FARM | | INDIGENOUS PEOPLE'S CEREMONIAL CIRCLE |
| | VISION PAVILION* | | |

VENUES

- | | | | |
|--|--------------------------------|--|--------------------------------------|
| | ALIF - THE MOBILITY PAVILION* | | UAE HOUSE OF SUSTAINABILITY* |
| | AL WASL PLAZA | | SURREAL WATER FEATURE |
| | CONNECT CONFERENCE CENTRE (C3) | | TERRA - THE SUSTAINABILITY PAVILION* |

*Also includes public exhibitions.





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PARTICIPATION & REGISTRATION

Participation

The Parliamentary Meeting at COP28 is open to all participating delegates from parliaments of invited countries. Each parliament may send a delegation of three parliamentarians (including the Speaker or Head of the Delegation) and two parliamentary staff. The delegations will preferably be gender-balanced and include those working on climate and environment-related topics, including relevant committee chairs.

Seating in the Main Hall will be strictly limited to three parliamentarians maximum. Additional delegates, including the two parliamentary staff, will be accommodated in the Overflow Hall which is close to the Main Hall. The Main Hall proceedings will be live broadcast in the Overflow Hall.

Registration & Accreditation

All delegates attending the Parliamentary Meeting at COP28 must register and obtain accreditation.

Registration for the meeting is carried out via the IPU registration portal through this link:

[Register here](#)

As registration to the Green Zone is not managed by the IPU and FNC, delegates must also separately apply for access to the Green Zone where the Parliamentary Meeting will be held. Registration to the Green Zone must be completed through the online portal at:

[Click here](#)

Please ensure that both the registration and accreditation processes are completed to secure your participation in the event.

All subsequent mention of "registration" pertains exclusively to the registration process for the Parliamentary Meeting which does not include Green Zone access. Obtaining Green Zone access is the responsibility of the respective delegations (see information in preceding paragraph).

Delegation Registration Officer (DRO)

Each participating country must nominate a Delegation Registration Officer (DRO) to oversee the completion of the registration and accreditation process for participating delegates once in the UAE. All queries relating to registration will be addressed through the respective DROs. The DRO is required to submit the following details by email to a.alaqueeli@almajles.gov.ae by 30 November 2023 at the latest:

- DRO Name
- DRO Email ID
- Name of Country
- Mobile Number

Delegation Contact Officer (DCO):

Each delegation is requested to appoint a Delegation Contact Officer (DCO) from among the registered delegates. The DCO and DRO can be the same person, if the delegation so chooses. The DCO's name and contact number must be provided to the Host Secretariat by the DRO when registering the delegates.

The DCO should be present at the meeting and will be the first point of contact for the Host Secretariat and the Delegation Liaison Officers (DLOs) for any administrative or logistical requirements that may arise.

The DCO will be the initial point of contact for the DLO regarding further assistance and information.

Delegation Liaison Officers (DLOs):

A Delegation Liaison Officer (DLO) will be assigned to each delegation by the Host Parliament.

The DLOs will welcome the delegations upon arrival and assist them during their departure. The DLOs will also collect the delegations' kits, passes and badges in advance and hand them over to the delegation members. DLOs will make initial contact with each delegation's DCO.

Contact details of the DLOs will be shared with each delegation (through their DCOs) in due course.

CONFERENCE BADGES

Delegates will be provided with colour-coded badges according to their classification. Each badge will display relevant information such as name, country etc., and will be non-transferable. Delegates will be required to keep their badges on display at all times during the events.



ORGANIZATION OF PROCEEDINGS

In keeping with standard IPU practice, all delegates will have equal speaking rights.

In order to ensure that the discussions are as vibrant, dynamic and respectful as possible, the following rules will apply:

- There will be no list of speakers on any agenda item. Chairs of Conference sessions will draw a list of speakers from among the participants who request the floor at the beginning of a session's discussion segment. Session Chairs will draw the list of speakers based on gender and regional diversity.
- Participants are asked to not read out prepared statements, but rather to engage naturally in lively discussions. Subject to arrangements that the Chairs of sessions may make depending on the circumstances, oral contributions may not exceed three (3)

minutes. If time permits, participants may speak several times on each item, particularly to respond to other statements. However, priority may be given to delegations that have not yet had the opportunity to take the floor.

- Participants shall not engage in abusive language that is defamatory, intolerant, sexist, racist, xenophobic, or that incites hatred and violence. The Chairs of sessions shall have the prerogative to call a speaker to order when the latter does not keep to the subject under discussion or prejudices the debate by using abusive, discriminatory, or hateful language. If the disturbance continues, or if a further offence is committed, the speaker may be denied the right to continue to speak. The Chair may decide to deactivate the speaker's microphone.



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LANGUAGES AND INTERPRETATION

The official language of the Parliamentary Meeting at COP28 is English. Interpretation will be provided in English, French, Spanish and Arabic throughout the meeting. The Host Secretariat will provide two supplementary interpretation booths/channels for the use of delegations who may bring their own interpreters. The request for additional interpretation booths will be accommodated on a first- come, first-served basis.

VISA GUIDELINES

All delegates requiring an entry visa to the UAE must obtain one ahead of the meeting. The FNC and the IPU cannot provide visa support for entry into the UAE. Obtaining a visa is the responsibility of delegates requiring UAE entry visas.

CLIMATE

In December, the daytime temperatures in Dubai reach up to 26°C, with low heat and humidity; and fall to 16°C at night.

CURRENCY

The UAE's national currency is the United Arab Emirate Dirham (UAE Dirham), which has an exchange rate pegged to the United States Dollar at AED 3.678 per USD 1. There are easy accessible currency exchange / money changing outlets at the Arrival Terminal at the Airport and at numerous points across the city of Dubai. While banks and currency houses deal in almost all currencies, it is recommended to bring bank notes or traveler's cheques in major currencies. Major credit cards (Visa, Mastercard, and American Express) are widely accepted across the UAE for payments and transactions.



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TELECOMMUNICATION

The country code for the UAE is +971, and the local area code for Dubai is 04. When dialing with the country code, omit the local area 0 (zero) code and add the phone number: +971 4 + phone number. For international calls, use the format 00 + country code + area code + phone number.

Telephone services are available in hotels. It is recommended to purchase pre-paid mobile telephone SIM cards at the airport near the exit area or from malls (valid photo ID or passport are required for activation).

LOCAL TIME

UAE lies in the GMT+4 time zone.

IMPORTANT TELEPHONE NUMBERS

In the UAE, emergency telephone numbers are as follows:

• Police 999

• Civil Defense 997

• Ambulance 998

• Coastguard 996

FLIGHTS

Delegates are responsible for arranging their own air travel to and from UAE. The closest airports are Al Maktoum International Airport and Dubai International Airport.

AIRPORT MEET & GREET SERVICES

Delegates are free to book and pay for their own Meet & Greet services at the airport to facilitate easy & quick transit from arrival until exit from the airport. The booking links are provided here below:

• Al Maktoum International Airport (DWC)

[Click here](#)

• Dubai International Airport (DXB)

[Click here](#)

• Abu Dhabi International Airport (AUH)

[Click here](#)



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OFFICIAL HOTEL ACCOMMODATION

Delegates will bear the costs of their travel, accommodation and subsistence. Listed below is the hotel designated to service delegates for the Parliamentary Meeting on the occasion of 28th United Nations Climate Change Conference (COP28). This designated hotel will also service delegates on local transfers to the meeting venue and back. Delegates staying at other accommodation venues must arrange their own transportation to and back from the meeting venue.

Due to the high demand for hotel rooms during COP28 and other events taking place in the city of Dubai, the availability of rooms is limited and delegates are highly encouraged to make their reservations at the soonest on the booking link provided below. Kindly note that room availability is on a first-come, first-served basis only.

For any queries / clarifications, delegates can directly reach out to the contact details listed below for the designated hotel.



Ritz Carlton JBR

Website: The Ritz-Carlton, Dubai | Luxury Hotel in Dubai, UAE (ritzcarlton.com)

Contact: Reservations Team

Mobile: +971 4399 4000

E-mail: rc.dxbrz.reservations@ritzcarlton.com

Booking Link: [Click here](#)



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LOCAL TRANSPORTATION TO THE MEETING VENUE

The COP28 UAE venue can be reached easily by different means of transport:

Dubai Metro

Delegates are strongly encouraged to use Dubai Metro. The Expo 2020 station on the metro's Red Line connects the COP28 UAE venue, DXB Airport and the main hotels and tourist attractions in Dubai.

Plan your journey at <https://www.rta.ae/wps/portal/rta/ae/public-transport/timetable#DubaiMetro>

Metro hours from 30 November to 12 December:

- Daily: 05:00 to 00:00 (Midnight)

Taxis

Taxi ranks and taxi pick-ups/drop-offs (booked via apps) will be available at Expo City Dubai. The simplest way to use these services is:

- Dubai Taxi Corporation (DTC):
Download app or visit <https://www.rta.ae/wps/portal/rta/ae/public-transport/taxi/Dubaitaxi>
- Careem: Download the app or visit <https://www.careem.com/>
- Uber: Download the app or visit <https://www.uber.com/ae/en/ride/>

Private Vehicles

Parking spaces for private vehicles including buses and coaches will be available at Expo City Dubai.

You can use the RTA journey planner throughout your stay in Dubai:

Visit Roads & Transport Authority - Journey Planner. [Click here](#)



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HEALTH & MEDICAL INFORMATION

Effective 8 November 2022, passengers are no longer required to present COVID-19 vaccination certificates or negative PCR test results to enter the UAE.



POWER SOCKET

In the United Arab Emirates the standard voltage is 230 V and the frequency is 50 Hz. The standard plug socket used is Type G

WELCOME RECEPTION

The host will hold a Welcome Reception on the evening of 5th December 2023. An electronic invitation will be shared with all delegates who are registered to attend the Meeting.

Venue: The Intercontinental Hotel,
Dubai Festival City.

Time: 7pm





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ONSITE FACILITIES AT MEETING VENUE

The meeting venue for the Parliamentary Meeting at COP28 is Connect Conference Center (C3), located in the Green Zone of COP28, and situated inside Expo City Dubai, the venue for COP28.

The facilities available inside the venue are:

- Information Desk
- Standard free WiFi provided by Expo City Dubai to all visitors
- Printing facility (A4) upon request only
- Beverages & Refreshments provided by the Host at the meeting venue
- Options of other F&B locations within Expo City Dubai
- Emergency Medical Services as provided by Expo City Dubai

IMPORTANT DATES

Last date for Registration on IPU Portal - 28 November 2023

Last date for Nomination of DAO - 30 November 2023

Last date for submitting request for supplementary interpretation booth
- 30 November 2023

Arrival of Delegations into UAE - 5 December 2023

Welcome Reception Dinner - 5 December 2023

Parliamentary Meeting at COP28 - 6 December 2023

Departure of Delegations from UAE - 7 December 2023



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KEY CONTACT OFFICERS

FNC Secretariat

Name: Ahmed Al Aqili

Title: Chief Specialist - International Relations

Email: a.alaqeeli@almajles.gov.ae

IPU Secretariat

Email: postbox@ipu.org

WE LOOK FORWARD TO WELCOMING YOU



CONTACT INFORMATION

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