



INTER-PARLIAMENTARY UNION
118th Assembly and related meetings
Cape Town (South Africa), 13 – 18 April 2008



FEM/13/C.1
13 December 2007

**CONVOCAATION OF THE
THIRTEENTH MEETING OF WOMEN PARLIAMENTARIANS**
Cape Town International Convention Center (CTICC), Sunday, 13 and Thursday, 17 April 2008

Dear Madam President,
Dear Mr. President,

I am pleased to inform you that the Thirteenth Meeting of Women Parliamentarians will be held at the Cape Town International Convention Center (CTICC), in Cape Town (South Africa), on Sunday, 13 April 2007 from 9.30 a.m. to 1p.m. and 2.30 to 6.30 p.m., at the latest. The provisional agenda, drawn up by the Coordinating Committee of Women Parliamentarians at its session in Geneva in October 2007, is appended hereto.

As can be seen from the provisional annotated agenda, the Meeting in Cape Town will be required to renew part of the membership of the Coordinating Committee of Women Parliamentarians in order (i) to replace the regional representatives whose two-year term has expired, (ii) to elect the President of the Coordinating Committee and (iii) to elect the two Vice-Presidents of the Committee.

The Meeting will therefore hold a special sitting on 17 April to conduct elections. During a first segment (from 2 to 3.00 p.m.), the Meeting will elect the titular and substitute regional representatives to the Coordinating Committee of Women Parliamentarians, on the basis of candidatures submitted by the corresponding geopolitical groups. It will then briefly reconvene at 4 p.m. to elect the Bureau of the Coordinating Committee, on the basis of nominations submitted by the latter. An explanatory note on the subject is included in the annotated agenda.

As you know, Article 10.1 of the Statutes provides that each national delegation to the meetings organised by the Inter-Parliamentary Union shall include at least one woman parliamentarian and I wish to urge you to make a special effort to ensure that one or more women parliamentarians represent your Parliament at the Meeting. You will be pleased to note that at the last IPU Assembly more than 30% of participants were women, setting a record that I hope will be surpassed in Cape Town.

The discussions at the Meeting of Women Parliamentarians are public and men MPs wishing to follow or contribute to them are cordially invited to do so. Furthermore, as you will note from the agenda, a special segment of dialogue between men and women on **Women and the media** will take place during the Meeting, on 13 April, at 3.30 p.m. I hope that men and women parliamentarians from your Parliament will take part in the dialogue.

Yours sincerely,

Anders B. Johnsson
Secretary General

Encl: Annotated provisional agenda



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Meeting of Women Parliamentarians
Agenda

FEM/13/A.1
13 December 2007

Thirteenth Meeting of Women Parliamentarians

13 and 17 April 2008

I. PRACTICAL AND PROCEDURAL ARRANGEMENTS

Schedule and Rules

The Thirteenth Meeting of Women Parliamentarians will take place on the premises of the Cape Town International Convention Center (CTICC) in Cape Town and will comprise four sittings:

- Two regular sittings on Sunday, 13 April, from 9.30 a.m. to 1 p.m., and from 2.30 p.m. to 6.30 p.m. at the latest, to consider all the agenda items except item 3(c);
- One special sitting on Thursday, 17 April, from 2 to 3 p.m., to elect new titular and substitute regional representatives to the Coordinating Committee of Women Parliamentarians;
- A second special sitting on Thursday, 17 April, as of 4 p.m., to elect the President and two Vice-Presidents of the Coordinating Committee.

The proceedings will be governed by the Rules of the Meeting of Women Parliamentarians.

President of the Meeting of Women Parliamentarians

In accordance with Rule 8, the Meeting will be opened by the President of the Coordinating Committee who shall conduct the election of the President of the Meeting. As per Rule 7, the Meeting will be chaired by a woman member of the host Parliament of the 118th Assembly.

Participation and speaking rights

Women members of parliament who are part of their delegation as delegates to the Cape Town Meetings can take the floor. Those who accompany the delegation in a capacity other than that of delegate can observe the proceedings of the Meeting but cannot take part in them (Rule 3 of the Rules of the Meeting of Women Parliamentarians).

The debates are also open to men parliamentarians. Only those who form part of their delegation as delegates can take the floor (Rule 4.2 of the Rules of the Meeting of Women Parliamentarians).

Representatives of international parliamentary assemblies that are Associate Members of the Inter-Parliamentary Union and representatives of international organizations that enjoy observer status may also ask to take the floor.

Debating arrangements

The work of the Meeting will be carried out partly in plenary and partly in working groups. The debates will be conducted in Arabic, English, French and Spanish.

The President will seek to promote an active and spontaneous dialogue. Interventions should therefore be **brief** and **not exceed three minutes**. Participants are urged to refrain from reading out prepared statements and are encouraged to debate ideas, illustrating their comments, where appropriate, with examples from their country.

No list of speakers will be drawn up in advance. In plenary, participants will be able to indicate their wish to take the floor by completing the registration form they will find on their desks and handing it to the ushers who will pass them on to the President. This procedure will be optional in the discussion groups.

Documents

The Secretariat will make available in the meeting room a set of official session documents, in English and French only, and various IPU publications.

Participants wishing to present developments in their country with regard to issues on the agenda or general gender issues can display documents on tables outside the meeting room. Prior to that, two copies of the documents should be given to the Secretariat. It must also be noted that these documents cannot be translated and reproduced by the Secretariat.

II. ANNOTATED PROVISIONAL AGENDA

The Coordinating Committee of Women Parliamentarians prepared the following provisional agenda at its session held on the occasion of the 117th Assembly of the IPU (October 2007).

1. Election of the President of the Meeting

2. Adoption of the agenda

3. Gender activities at the Inter-Parliamentary Union

(a) Work of the Coordinating Committee of Women Parliamentarians at the sessions held in Geneva and Cape Town and recommendations

Participants will be informed of the Coordinating Committee's deliberations during its sittings on 7 October 2007, in Geneva, and 13 April 2008, in Cape Town.

(b) Amendments to the Rules of the Meeting of Women Parliamentarians

The Coordinating Committee of Women Parliamentarians will be submitting amendments to the Rules of the Meeting of Women Parliamentarians aimed at extending the term of office of Committee members from two to four years, and renewing, every two years, half of the Committee's composition. As per Rule 38 of the Meeting of Women Parliamentarians, amendments will be sent to the IPU Membership three months prior to the Meeting of Women Parliamentarians. The Meeting will be called to adopt the proposed amendments on Sunday, 13 April and the Governing Council to approve them on Monday, 14 April.

(c) General elections to the Coordinating Committee

The term of office of the Coordinating Committee's regional representatives and of its President and two Vice-Presidents expires at the 118th Assembly.

The Meeting of Women will therefore hold elections to the Coordinating Committee on Thursday, 17 April. The electoral process is detailed in Annex I.

Geopolitical groups are requested to submit candidatures in writing by Tuesday, 15 April at 6 p.m. at the latest. Candidatures should be accompanied by a brief curriculum vitae (3 paragraphs maximum) of the candidates in English and/or French only, for distribution to participants.

(d) Work and recommendations of the Gender Partnership Group

Participants will be informed of the work of the Gender Partnership Group.

(e) Questions relating to the panel discussion on *Maternal, Newborn and Child Health* organised on the occasion of the 118th IPU Assembly

The panel will take place on Wednesday, 16 April (9.30 a.m. to 12.30 p.m.)

(f) Action by the Inter-Parliamentary Union to strengthen the parliamentary dimension of United Nations efforts to promote partnership between men and women

Participants will be briefed on the status of cooperation between the IPU and the United Nations in this field.

(g) Recent IPU Specialised meetings and other initiatives

Participants will be briefed on the results of activities and meetings carried out by the IPU concerning gender issues.

(h) Any other business

The discussion on the Coordinating Committee of Women Parliamentarians will conclude by 11 a.m.

4. Contribution to the work of the 118th Assembly

The Coordinating Committee decided to invite women parliamentarians to discuss item 6 of the agenda of the 118th Assembly entitled *Migrant workers, people trafficking, xenophobia and human rights*, according to the following procedure:

Participants will split into two groups to discuss the following sub-themes:

Theme 1: Trafficking of women

Participants will discuss ways and means to prevent and combat trafficking of women. This will require looking at the situation of countries of departure, transit and destination, debating reasons for such trafficking and discussing measures that parliaments can take to prevent and put an end to such a crime.

Theme 2: Protection and respect for the human rights of women migrant workers

Participants will discuss protection and respect for the human rights of women migrant workers: what are their rights; what protection do they require; how to prevent exploitation and abuse?

Beforehand, the participants will elect, on the recommendation of the Coordinating Committee, a moderator and a rapporteur for each of the working groups formed. At the end of the discussion, each group will agree on the key ideas to be presented by the rapporteur to the afternoon plenary Meeting of Women Parliamentarians.

The rapporteur of each discussion group will be in charge of drafting amendments to the draft resolution submitted to the Third Standing Committee for discussion. These amendments will be drafted in consultation with the President of the Coordinating Committee and the President of the Meeting and submitted on behalf of the Meeting of Women Parliamentarians. The amendments will aim at introducing a gender perspective to the resolution.

Each discussion group will debate from 11 a.m. to 1 p.m.

The Meeting will adjourn for lunch from 1 to 2.30 p.m.

5. Launch of the IPU survey: Equality in Politics

The results of IPU's survey on Equality in Politics will be presented and will be followed by a brief debate with participants.

6. Dialogue session on the theme *Women and the Media*

This year, the Coordinating Committee of Women Parliamentarians invites men and women to discuss the challenging issue of women and the media. Two specific angles will be developed:

- How the media presents women: combating stereotypes and discrimination
- Women *in* the media – their status, progress and challenges

The debate will be introduced by two keynote speakers and will take place from **3.30 p.m. to 5 p.m.**

7. Report of the discussion group rapporteurs

Each of the two rapporteurs of the discussion groups will present their reports. The Meeting will then ask them to prepare, in consultation with the President of the Coordinating Committee and the President of the Meeting, amendments to be presented during the general debate of the Third Standing Committee on Monday 14 April 2008.

8. Place and date of the Fourteenth Meeting of Women Parliamentarians

The Fourteenth Meeting will take place in April/May 2009, during the 120th IPU Assembly.

In accordance with the provisions of Rule 11 of the Rules of the Meeting, the Coordinating Committee will draw up the provisional agenda of the Meeting.

Procedure for the general elections to the Coordinating Committee

Schedule

The Meeting of Women Parliamentarians will hold elections to the Coordinating Committee on Thursday, 17 April. In accordance with the provisions of the Rules of the Meeting of Women Parliamentarians, this session will consist of two sittings, as follows:

The first sitting will be held from 2 to 3 p.m. to elect the titular and substitute regional representatives. Immediately following the first election, the newly constituted Coordinating Committee will meet *in camera* to nominate candidates for the offices of President and First and Second Vice-Presidents of the Committee. These candidatures will be put to approval during the second sitting of the Meeting of Women Parliamentarians, to be held at 4 p.m.

Elections of the regional representatives and their substitutes: rules and procedure

Rule 31.1(c) of the Rules of the Meeting of Women Parliamentarians provides for the election of two titular and two substitute representatives from each of the geopolitical groups as established by the Inter-Parliamentary Union, which, to date, are as follows:

- African Group
- Arab Group
- Asia and Pacific Group
- Eurasian Group
- Latin American Group
- Twelve Plus Group

This rule also stipulates that the regional representatives shall be elected *ad personam* for a two-year term of office and shall be eligible for re-election for a further two-year period. **The Coordinating Committee of Women Parliamentarians is proposing however to amend the Rules of the Meeting of Women Parliamentarians to extend the term of office of Committee members to four years, and renew, every two years, half of Committee's composition. As a result, and on the assumption that these amendments will be adopted, each geopolitical group will be requested to submit:**

- **two candidatures for a titular and substitute position for a four year term of office**
- **two candidatures for a titular and substitute position for a two year period**

The geopolitical groups should submit candidatures in writing by Tuesday 15 April, at 6 p.m. at the latest. Candidatures should be accompanied by a brief curriculum vitae (3 paragraphs maximum) of the candidates in English and/or French only, for distribution to participants.

Women MPs who have already served two terms as titular regional representatives are ineligible for re-election as titular regional representatives. Similarly, women MPs who have served two terms as substitute regional representatives are also ineligible for re-election as substitute regional representative; they are, however, eligible for the position of titular representatives. The current composition of the Coordinating Committee is found in Annex II.

Election of the President and the First and Second Vice-Presidents of the Coordinating Committee: Rules and procedure

Rule 32 of the Rules of the Meeting of Women Parliamentarians stipulates that "after each renewal of the regional representatives, every two years, the Meeting of Women Parliamentarians shall, on the proposal of the Coordinating Committee, elect the President, First Vice-President and Second Vice-President of the Coordinating Committee from among parliamentarians of different regions".

The President of the Coordinating Committee will become an *ex-officio* member of the Executive Committee of the Inter-Parliamentary Union. If the President of the Coordinating Committee is already a member of the Executive Committee or belongs to the same Parliament as one of the fifteen members, she shall be replaced by the First Vice-President of the Coordinating Committee, or the Second Vice-President should the First Vice-President be a member of the Executive Committee or belong to the same Parliament as one of the fifteen members.

Composition of the Coordinating Committee of Women Parliamentarians
(December 2007)

		Expiry of term
President	Ms. M. Xavier (Uruguay)	May 2008
First Vice-President	Ms. P. Cayetano (Philippines)	May 2008
Second Vice-President	Ms. B. Al Jishi (Bahrain)	May 2008
Regional representatives (elected for two years)		
Titular:	Substitute:	
Group of African countries		
Ms. R. Kadaga (Uganda)	Ms. L. S. Changwe (Zambia)	May 2008
Ms. S. Moulengui-Mouelé (Gabon)	Ms. M. M. G. Chetima (Niger)	May 2008
Group of Arab countries		
Ms. B. Al Jishi (Bahrain)	Ms. I. Al-Smadi (Syrian Arab Republic)	May 2008
<i>vacant</i>	Ms. S. Greiss (Egypt)	May 2008
Group of Asia and Pacific countries		
Ms. K. Hull (Australia)	Ms. N. Fayazbakhsh (Iran, Islamic Republic of)	May 2008
Ms. P. Cayetano (Philippines)	Ms. A. Sondakh (Indonesia)	May 2008
Eurasia Group		
Ms. N. Baranova (Belarus)	<i>vacant</i>	May 2008
Ms. H. Hakobyan (Armenia)	Ms. B. B. Baimagambetova (Kazakhstan)	May 2008
Group of Latin American countries		
Ms. M. Xavier (Uruguay)	Ms. H. D. Giri (Argentina)	May 2008
Ms. A. Joaquín Coldwell (Mexico)	Ms. A. Sáez de Sánquiz (Venezuela)	May 2008
Twelve Plus Group		
Ms. G. Gautier (France)	Ms. M. Griefahn (Germany)	May 2008
Ms. D. Stump (Switzerland)	Ms. V. Palm (Sweden)	May 2008
Members of the Executive Committee		
<i>(ex officio, for the duration of their term on the Executive Committee)</i>		
Ms. K. Komi (Finland)		April 2008
Ms. K. Serrano Puig (Cuba)		September 2008
Ms. E. Papadimitriou (Greece)		October 2009
Ms. Z. Drif Bitat (Algeria)		October 2011
Ms. J. Fotso (Cameroon)		October 2010
Chairperson of the Meeting of Women Parliamentarians (ex officio for two years)		
Ms. B. Mugo (Kenya)		May 2008
Ms. H.A. Baidlowi (Indonesia)		May 2009