



Inter-Parliamentary Union

For democracy. For everyone.

144th ASSEMBLY GUIDEBOOK

**20 – 24 March 2022
Nusa Dua, Indonesia**

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COVID-19 HEALTH MEASURES

The Indonesian Parliament, in close cooperation with the Inter-Parliamentary Union (IPU), has taken all necessary measures to provide a safe and healthy environment during the Assembly in Nusa Dua. Prior to accessing the Assembly venue, it is mandatory for all delegates to undergo a rapid anti-gen test at the testing site, on the grounds of the BICC.

Access to testing site, is only available to persons with a 144 IPU Assembly badge. Please test well in advance of your first meetings. Priority lanes for Speakers will be in place. Tests and test results are automatically added to the PeduliLindungi App and will be reflected on the badge through RFID system (Radio frequency identification). More details in the [Health Information Note](#). All delegates travelling to Nusa Dua for the 144 IPU Assembly should ensure that they carry international health and travel insurance.

OFFICIAL OPENING AND MEETING PLACES

The Inaugural Ceremony of the 144th Assembly of the Inter-Parliamentary Union will take place on Sunday, 20 March at 19:30 in the Bali International Convention Centre (BICC), Mangupura room, ground floor, in the presence of H.E. the President of Indonesia, Mr. Joko Widodo.

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 Governing Council and Assembly will take place in Mangupura room, BICC.

The Assembly Standing Committees, as well as the meetings of the Executive Committee, the Forum of Women Parliamentarians, the Committee on the Human Rights of Parliamentarians and other statutory bodies, as well as the meetings of the Association of Secretaries General of Parliaments (ASGP) will be held at the BICC.

OFFICIAL RECEPTIONS AND OTHER EVENTS

Reception for the IPU Executive Committee

Host	: Speaker of the House of Representatives
Date and time	: Saturday, 19 March, 19:00 – 20:30
Venue	: Tetaring Restaurant, Kayumanis Private Villa and Spa

Inaugural Ceremony and Reception

Host	: Speaker of the House of Representatives
Date and time	: Sunday, 20 March, 19:30 – 22:00
Venue	: Mangupura, BICC

Reception in honour of Heads of delegations (only)

Host	: Speaker of the House of Representatives
Date and time	: Sunday, 20 March, 21:00 – 22:00
Venue	: Kayuputih Restaurant, St. Regis Hotel, Nusa Dua

Cultural and Exhibition Visit to Bali Bangkit Local Enterprise Center

Host	: Governor of Bali
Date	: Thursday, 23 March, 12:00 and 17:00
Venue	: IKM Bali Bangkit (a shuttle bus service will be provided for participants)

Embassy Night

Date	: Thursday, 24 March
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General timetable of the 144th Assembly and related meetings

Nusa Dua, 20 to 24 March 2022

Friday, 18 March 2022

	09.00 – 18.30	Beginning of Registration <i>Bali International Convention Centre (BICC) Lobby</i>
	10.00 – 13.00	Executive Committee* <i>Medan, first floor</i>
	15.00 – 18.00	Executive Committee* <i>Medan, first floor</i>

Saturday, 19 March 2022

	10.00 – 13.00	Executive Committee* <i>Medan, first Floor</i>
	09.30 – 13.00	Committee on the Human Rights of Parliamentarians* <i>Frangipane, ground floor</i>
	14.30 – 18.00	Committee on the Human Rights of Parliamentarians* <i>Frangipane, ground floor</i>

Sunday, 20 March 2022

	09.00 – 10.00	Bureau of Women Parliamentarians* <i>Medan, first floor</i>
	10.00 – 11.00	Meeting of Advisers and Secretaries to delegations <i>Nusantara 1, first floor</i>
	10.30 – 13.00	Forum of Women Parliamentarians <i>Nusantara 2 & 3, first floor</i>
	11.30 – 13.00	Break out Group of the Forum of Women Parliamentarians <i>Medan, first floor</i>
	11.30 – 13.00	Joint Meeting with the Chairpersons of the Geopolitical Groups and the Presidents of the Standing Committees* <i>Frangipane, ground floor</i>
	14.30 – 17.30	Forum of Women Parliamentarians <i>Nusantara 2 & 3, first floor</i>
	14.30 – 17.30	Committee on Middle East Questions* <i>Medan, first Floor</i>
	14.30 – 17.30	Advisory Group on Health (ENGLISH ONLY)* <i>Manado, first floor</i>
	14.30 – 18.00	Committee on the Human Rights of Parliamentarians* <i>Frangipane, ground floor</i>
	19.30 – 20.30	Inaugural Ceremony <i>Mangupura, ground floor</i>

Monday, 21 March 2022

	08.00 – 09.00	Assembly Steering Committee*
	09.00 – 11.00	Governing Council <i>Mangupura, ground floor</i>
	09.30 – 11.00	Board of the Forum of Young Parliamentarians* <i>Medan, first Floor</i>
	09.30 – 13.00	Standing Committee on Peace and International Security Debate and start of drafting in plenary on the draft resolution on <i>Rethinking and reframing the approach to peace processes with a view to fostering lasting peace</i> <i>Jakarta A & B, first floor</i>
	09.30 – 13.00	Standing Committee on Sustainable Development Debate and start of drafting in plenary on the draft resolution on <i>Leveraging Information and Communication Technology as an enabler for the education sector, including in times of pandemic</i> <i>Nusantara 2 & 3, first floor</i>
ASGP	11.00 – 12.30	ASGP Meeting <i>Nusantara 1, first floor</i>
	11.00 – 13.00	Assembly: Start of the General Debate on the theme <i>Getting to zero: Mobilizing parliaments to act on climate change</i> <i>Mangupura, ground floor</i>
	11.30 – 13.00	Bureau of the Standing Committee on Democracy and Human Rights* <i>Frangipane, ground floor</i>
	12.30 – 14.00	Panel discussion on <i>Leveraging parliamentary budgeting powers for children</i> Organized jointly by the IPU and UNICEF <i>Medan, first Floor</i>
	14.30 – 17.00	Assembly: General Debate <i>Mangupura, ground floor</i>
ASGP	14.30 – 17.30	ASGP Meeting <i>Nusantara 1, first floor</i>
	14.30 – 17.30	High-Level Advisory Group on Countering Terrorism and Violent Extremism* <i>Medan, first Floor</i>
	14.30 – 18.00	Committee on the Human Rights of Parliamentarians* <i>Frangipane, ground floor</i>
	14.30 – 18.30	Standing Committee on Peace and International Security Drafting in plenary of the resolution on <i>Rethinking and reframing the approach to peace processes with a view to fostering lasting peace</i> <i>Jakarta A & B, first floor</i>
	14.30 – 18.30	Forum of Young Parliamentarians of the IPU <i>Nusantara 2 & 3, first floor</i>
	17.00 – 18.30	Assembly: Decision on the emergency item <i>Mangupura, ground floor</i>

Tuesday, 22 March 2022



09.00 – 13.00
09.00 – 10.30
10.30 – 13.00

Assembly

- Debate on the emergency item, and
- Continuation of the General Debate

Mangupura, ground floor



09.00 – 10.30

Bureau of the Standing Committee on United Nations Affairs*
Medan, first Floor



09.30 – 13.00

Standing Committee on Peace and International Security

Completion of drafting in plenary of the resolution on *Rethinking and reframing the approach to peace processes with a view to fostering lasting peace*

Jakarta A & B, first floor



09.30 – 13.00

Standing Committee on Democracy and Human Rights

Debate on the draft resolution to be adopted at the 145th Assembly on *Parliamentary impetus to local and regional development of countries with high levels of international migration and to stopping all forms, including state-sponsored, of human trafficking and human rights abuses*

Nusantara 2 & 3, first floor



09.30 – 13.00

Committee on the Human Rights of Parliamentarians*
Frangipane, ground floor

ASGP

10.00 – 12.30

ASGP Meeting
Nusantara 1, first floor



11.00 – 13.00

Workshop on health security preparedness
Organized jointly by the IPU and WHO
Medan, first Floor



13.15 – 14.15

Workshop on *Engaging for a universal ban on nuclear tests* *
Organized jointly by the IPU and the CTBTO
Nusantara 2 & 3, first floor



14.30 – 16.00

Panel discussion on *International cooperation to prosecute corruption and recover stolen assets*
Organized jointly by the IPU and GOPAC
Nusantara 2 & 3, first floor



14.30 – 17.30

Working Group on Science and Technology*
Medan, first floor

ASGP

14.30 – 17.30

ASGP Meeting
Nusantara 1, first floor



14.30 – 18.30

Standing Committee on Sustainable Development

Drafting in plenary of the resolution on *Leveraging Information and Communication Technology as an enabler for the education sector, including in times of pandemic*
Jakarta A & B, first floor



14.30 – 18.30

Assembly

- Special segment – Presentation of the 2022 Global Parliamentary Report
- Continuation of the General Debate – List B

Mangupura, ground floor



14.30 – 18.30

Possible drafting committee on the emergency item*
Frangipane, ground floor



16.30 – 18.30

Bureau of the Standing Committee on Peace and International Security*
Nusantara 2 & 3, first floor

Wednesday, 23 March 2022

	09.00 – 10.00	Gender Partnership Group* <i>Medan, first Floor</i>
	09.00 – 11.00	Bureau of the Standing Committee on Sustainable Development* <i>Frangipane, ground floor</i>
	09.00 – 13.00	Assembly: Continuation of the General Debate <i>Mangupura, ground floor</i>
	09.30 – 12.30	Standing Committee on Democracy and Human Rights Panel discussion on <i>The role of parliaments in reconciling health measures during a pandemic with the preservation of civil liberties</i> <i>Nusantara 2 & 3, first floor</i>
ASGP	10.00 – 12.30	ASGP Meeting <i>Nusantara 1, first floor</i>
	10.00 – 13.00	Executive Committee* <i>Medan, first Floor</i>
	11.30 – 13.00	Committee to Promote Respect for International Humanitarian Law* <i>Frangipane, ground floor</i>
	14.30 – 16.30	Standing Committee on Peace and International Security Adoption of the draft resolution on <i>Rethinking and reframing the approach to peace processes with a view to fostering lasting peace</i> <i>Jakarta A & B, first floor</i>
ASGP	14.30 – 17.30	ASGP Meeting <i>Nusantara 1, first floor</i>
	14.30 – 18.00	Committee on the Human Rights of Parliamentarians* <i>Frangipane, ground floor</i>
	14.30 – 18.30	Standing Committee on United Nations Affairs <i>Nusantara 2 & 3, first floor</i>
	14.30 – 18.30	Assembly - Adoption of the resolution on the emergency item - Special session on accountability in the implementation of IPU decisions - Conclusion of the General Debate <i>Mangupura, ground floor</i>
	17.00 – 18.30	Standing Committee on Sustainable Development Adoption of the draft resolution on <i>Leveraging Information and Communication Technology as an enabler for the education sector, including in times of pandemic</i> <i>Jakarta A & B, first floor</i>

Thursday, 24 March 2022



08.00 – 10.00

Bureau of Women Parliamentarians*
Medan, first floor



09.00 – 13.00

Governing Council

- Decisions on the human rights of MPs, and
- Reports of specialized meetings

Mangupura, ground floor



14.30 –

Governing Council

Mangupura, ground floor



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

Mangupura, ground floor

Legend:

Assembly /
Governing Council



Committees /
Panel discussions



Other Assembly events,
including *in camera* sessions



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*.

Seats shall be allocated to each delegation in conformity with the Rules of the Assembly and of the Governing Council. In light of the COVID-19 health protocol, and to the extent possible, social distancing measures have been put in place in all meeting rooms. Consequently, in the Plenary Hall seating at desks is strictly limited to two delegates, unless the delegation is led by a Speaker of Parliament should there be sufficient seats available.

Delegations are reminded that each Member of the IPU shall be represented on the Governing Council by three parliamentarians, provided that its representation includes both men and women. Each representative will then have one vote. A member who is unable to attend may be replaced by another representative, duly authorized for that purpose.

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 and Vice-Presidents of the 144th Assembly
2. Consideration of requests for the inclusion of an emergency item in the Assembly agenda
3. General Debate on the theme *Getting to zero: Mobilizing parliaments to act on climate change*
4. *Rethinking and reframing the approach to peace processes with a view to fostering lasting peace* (Standing Committee on Peace and International Security)
5. *Leveraging Information and Communication Technology as an enabler for the education sector, including in times of pandemic* (Standing Committee on Sustainable Development)
6. Reports of the Standing Committees
7. Approval of the subject items for the Standing Committee on Peace and International Security and for the Standing Committee on Sustainable Development for the 146th Assembly and appointment of the co-Rapporteurs

AGENDAS OF THE STANDING COMMITTEES

Standing Committee on Peace and International Security

1. Adoption of the agenda
2. Approval of the summary record of the Committee's session held at the 143rd IPU Assembly in Madrid (November 2021)
3. *Rethinking and reframing the approach to peace processes with a view to fostering lasting peace*
 - (a) Presentation of the draft resolution and the explanatory memorandum prepared by the co-Rapporteurs
 - (b) Debate
 - (c) Drafting and adoption of the draft resolution in plenary
 - (d) Appointment of a Rapporteur to the 144th Assembly
4. Preparations for future Assemblies
 - (a) Proposals for a subject item for the next resolution to be considered by the Committee
 - (b) Proposals for the choice of two co-Rapporteurs
 - (c) Proposals for other items for the Committee's agenda
5. Elections to the Bureau of the Standing Committee

The Committee will fill the current vacancies on the Bureau based on proposals received from the geopolitical groups.
6. 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 143rd IPU Assembly in Madrid (November 2021)
3. *Leveraging Information and Communication Technology as an enabler for the education sector, including in times of pandemic*
 - (a) Presentation of the draft resolution and explanatory memorandum prepared by the co-Rapporteurs
 - (b) Debate
 - (c) Drafting and adoption of the draft resolution in plenary
 - (d) Appointment of a Rapporteur to the 144th Assembly
4. Preparations for future Assemblies
 - (a) Proposals for a subject item for the next resolution to be considered by the Committee
 - (b) Proposals for the choice of co-Rapporteurs
 - (c) Proposals for other items for the Committee's agenda
5. Elections to the Bureau of the Standing Committee

The Committee will fill the current vacancies on the Bureau based on proposals from the geopolitical groups.
6. 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 143rd IPU Assembly in Madrid (November 2021)
3. Preparatory debate on the next resolution of the Standing Committee: *Parliamentary impetus to local and regional development of countries with high levels of international migration and to stopping all forms, including state-sponsored, of human-trafficking and human rights abuses*

The preparatory debate provides an opportunity for all Members to express their opinion on the issues to be included in the resolution. The contributions from Members will assist the co-Rapporteurs in drafting the resolution, which will be examined and finalized at the 145th IPU Assembly in October 2022.
4. Debate on *The role of parliaments in reconciling health measures during a pandemic with the preservation of civil liberties*

During a pandemic, the implementation of restrictive health measures can threaten some individual freedoms, and the imperatives of an emergency situation may require the adaptation of normal legislative procedures.

How much can we tolerate this? Where is the boundary between individual and collective freedoms? How can parliaments continue to fulfil their legislative and oversight roles? What action can they take to preserve civil liberties?
5. Elections to the Bureau of the Standing Committee

The Committee will fill the current vacancies on the Bureau, based on proposals from the geopolitical groups.
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 143rd IPU Assembly in Madrid (November 2021)

3. The UN field presence in support of national development: the case of Indonesia

The United Nations system is present in most developing countries with a team of agency representatives headed by a Resident Coordinator (RC). The UN Country Team (UNCT) manages a portfolio of development projects that is agreed with the government and funded through a combination of budgetary and extra-budgetary resources. The Resident Coordinator represents the UN Secretary-General in each country and is responsible, among other things, for relations with the government as well as, whenever possible, with parliament.

Over the years, the IPU has advocated for a closer relationship between the UNCT and the host country's parliament as a way of building stronger accountability and buy-in for the UN's development work. Developing an organic relationship between the UNCT and the parliament is not always easy due to lack of resources, fears of political interference and other such factors.

This session will feature a discussion on the role of the RC and the UNCT vis-à-vis both the government and the parliament. The case of Indonesia will serve as an illustration of the key institutional processes involved and of the kind of work that the UN carries out in the field.

4. The UN High-Level Political Forum on sustainable development (HLPF): preparation for the 2022 review session

The HLPF that meets in July each year in New York is the UN's main accountability mechanism to take stock of progress toward the implementation of the seventeen Sustainable Development Goals (SDGs) that expire in 2030. Each annual session of the HLPF revolves around a main theme and highlights progress on a cluster of four or five SDGs. In addition, a number of countries present national progress reports, called Voluntary National Reviews (VNR), as a way of sharing their experiences with SDG policies and approaches.

The IPU organizes a Parliamentary Forum at each HLPF and works to engage parliaments in the national reviews submitted to the HLPF session through a survey exercise as well as other awareness raising activities.

This session will feature a discussion of the HLPF's main theme in the 2022 centred on *Building back better from the coronavirus disease*. This will be followed by a brief presentation of the results of the 2021 IPU survey of parliamentary engagement in the VNRs and a presentation of this year's survey, which will involve 45 parliaments.

5. Elections to the Bureau of the Standing Committee

The Committee will fill the current vacancies on the Bureau, based on proposals from the geopolitical groups.

6. Any other business

Other events

- Panel discussion on *Leveraging parliamentary budgeting powers for children*, 21 March, 12:30 – 14:00, Medan, first floor
- Workshop on health security preparedness, 22 March, 11:00 – 13:00, Medan, first floor
- Workshop on *Engaging for a universal ban on nuclear tests*, 22 March, 13:15 – 14:15, Nusantara 2 & 3, first floor
- Panel discussion on *International cooperation to prosecute corruption and recover stolen assets*, 22 March, 14:30 – 16:00, Nusantara 2 & 3, first floor

REGISTRATION OF SPEAKERS AND SPEAKING TIME FOR THE GENERAL DEBATE

Delegations may register at the Speakers' Registration Desk.

Venue	Speakers' Registration Desk, close the Plenary Hall entrance
Opening hours	<ul style="list-style-type: none">• Sunday, 20 March from 11:00 to 17:00• Monday, 21 March from 9:00 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: only one speaker <i>According to the decision adopted at the 164th session of the Council in Brussels (April 1999), each programme and organ of the United Nations will be allowed to register one speaker each.</i>
Speaking time	<p>The speaking time allocated to delegations will be as follows:</p> <ul style="list-style-type: none">• Delegations led by Speakers of Parliament – 7 minutes• Other delegations (Member Parliaments and Associate Members) – 6 minutes• Young parliamentarians – 2 minutes• Permanent observers – 3 minutes
Segments in the list	<ul style="list-style-type: none">• The Secretariat will register speakers to the following four segments:<ul style="list-style-type: none">• Presiding officers• First speakers• Second speakers• Young parliamentarians
Distribution of speeches	<p>Delegations are kindly 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 17:00 on Saturday, 20 March, 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 (third floor), as well as on the 144th 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 case of changes, please inform Ms. Anda Filip, Secretary of the Assembly.</p> <p>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 in the Lobby of the BICC, and will be open as follows:

- 09:00 to 18:30 on Friday, 18 March;
- 08:00 to 18:30 from Saturday, 19 to Wednesday, 23 March; and
- 08:00 to 18:00 on Thursday, 24 March.

All participants are requested to register with the Registration Desk, which will distribute the identity badges. Delegates may also collect documents and other communications from their pigeonholes, as well as book meeting rooms with this service.

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 Monday, 21 March, delegation coordinators and secretaries are kindly requested to collect from the Information Service a document containing information relating to their delegation. Any modifications should be signed by the Head of the delegation and given to Mr. S. Palii at the Registration Desk not later than 23 March 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 will include a glossary of terms.

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

	<u>Colour</u>
Speakers of Parliament	Dark Blue with Gold Dot Accent
Heads of delegation	Dark Blue with Gold Dot Accent
Members of Parliament, Delegates	Dark blue
Secretaries, Advisers of delegations	Green
Observers	Yellow
Members of the Indonesian Parliament (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
Protocols/LO	Dark Green
Media / Press	Orange
Public	White
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.

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 diminish 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 Photocopying Service for delegates located in the Exhibition Gallery. All documents on the IPU website 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 Counter, as well as on the IPU website (<https://www.ipu.org/event/144th-assembly-and-related-meetings>) 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, close to the Exhibition Gallery area.

Results of the Assembly and related meetings

All delegations will receive one printed copy of the Results of the 144th 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 in Exhibition Hall. The person in charge of this service is Ms. E. Vulpillière.

Distribution of documents

As usual, 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 Exhibition Hall. 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.

Delegations are informed that the main meeting room for the Standing Committees and two Forums (Women and Young MPs) will not 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 this room, they should make sure that the interpreters are Interprefy-trained. All costs relating to the training will be borne by the national parliaments requesting an Interprefy channel. For more details, please contact Ms. S.-A. Sader, IPU Conference Services Officer (sas@ipu.org).

In the Plenary Hall and main informal meetings' room, 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.

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

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. 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.

Official statements delivered in the General Debate are published on the Assembly webpage and form part of the official records of the Assembly. All delegations are therefore encouraged to send their statements to speeches@ipu.org. Due to technical limitations, only speeches in English, French and Spanish will be posted.

Press service

The Communications Stand is in the BICC Lobby. Please pass by to see the latest IPU publications, to sign up to our newsletter or to ask any questions about IPU digital platforms. We will also be surveying delegates on IPU communications as we prepare our next strategy. Your feedback is welcome!

A press service located in the Bougainville Press Conference Room will operate throughout the Assembly to answer media enquiries and help facilitate press interviews. Please contact press@ipu.org if you have any questions.

Journalists wishing to cover the Assembly must receive accreditation from the Press Service in order to obtain the necessary documentation and identity badges.

The Press Centre is located in Orchid Room and is equipped with computers, the internet and monitors to follow the Assembly proceedings.

On social media, please join the conversation using #IPU144.



Get the latest information on the 144th IPU Assembly's programme and events by following us on Twitter (www.twitter.com/ipuparliament).



Photos from the 144th Assembly of the IPU will be posted on Flickr (www.ipu.org/144pics). 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>

We have also prepared an extensive communications toolkit which is available for all delegates. Please contact press@ipu.org if you wish to receive it.

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 three meeting rooms available for geopolitical and other group meetings, as well as some bilateral meeting :

Reservations for the informal meeting rooms are handled by the IPU Information Desk (Exhibition Hall). Any delegation wishing to reserve a bilateral meeting room may do so at the Bilateral Meeting Rooms Desk, Exhibition Hall or by e-mail: ts@ipu.org. All reservations are made on a first-come, first-served basis.

Information and transport services

The host parliament will welcome all participants of the upcoming 144th IPU Assembly. To this end, please provide, as soon as possible, details about the arrival and departure of the members of your delegations.

The Indonesian House of Representatives 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 hotels.

Typing pool, photocopying and print-on-demand service

The typing pool, photocopying and print-on-demand service for delegates (BICC Lobby) is open from 18 to 24 March. Delegates may request additional copies of all documents posted on the IPU website.

Internet and Wi-Fi access

Free internet access for delegates will be available from 19 to 24 March, from 8:30 to 18:30, this is a service in the BICC lobby. Wi-Fi access is also available throughout the building, using the following codes: user name: **IPU144** and password: **nusa.dua**.

Medical service

There will be a complete medical service (doctor, paramedic and ambulance) on stand-by at the Assembly venue.

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.

STATUTORY BODIES

Assembly of the Inter-Parliamentary Union

President

The Assembly will elect its President at the opening of its proceedings on Monday, 21 March 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:	Ms. H. Hakobyan (Armenia)
Secretary:	Ms. Laurence Marzal

Standing Committee – Sustainable Development

President:	Ms. A. Mulder (Netherlands)
Vice-President:	Mr. W. William (Seychelles)
Secretary:	Ms. Aleksandra Blagojevic

Standing Committee – Democracy and Human Rights

President:	Mr. A. Gajadien (Suriname)
Vice-President:	Ms. B. Saranchimeg (Mongolia)
Secretary:	Mr. Andy Richardson

Standing Committee – United Nations Affairs

President:	Ms. S. Abdi Noor (Kenya)
Vice-President:	Mr. L. Wehrli (Switzerland)
Secretary:	Ms. Paddy Torsney

Governing Council of the Inter-Parliamentary Union

President:	Mr. Duarte Pacheco (Portugal)
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Executive Committee

President:	Mr. Duarte Pacheco (Portugal)
Vice-President:	Ms. A.D. Mergane Kanouté (Senegal)
IPU Vice-Presidents:	Mr. A. Kharchi (Algeria) Mr. A.R. AlNuaimi (United Arab Emirates) Mr. G. Chen (China) Mr. A. Saidov (Uzbekistan) Ms. B. Argimón (Uruguay) <i>Vacancy</i>

Members:	Mr. J.P. Letelier (Chile) Ms. O. Kefalogianni (Greece) Mr. R. Rabbani (Pakistan) Mr. M. Grujic (Serbia) Mr. J.I. Echániz (Spain) Ms. C. Widegren (Sweden) Ms. P. Krairiksh (Thailand) Ms. E. Anyakun (Uganda) Mr. J.F.N. Mudenda (Zimbabwe)
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Ex officio:	Ms. L. Vasylenko (Ukraine) President of the Bureau of Women Parliamentarians Ms. S. Albazar (Egypt) President of the Board of the Forum of Young Parliamentarians
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Assembly responsibilities

Secretary General

Mr. Martin Chungong

Assembly

Ms. Anda Filip, Secretary
Ms. Andrée Lorber
Mr. Ed Cooper
Mr. Omar Azzabi

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
Ms. Mariana Duarte Mützenberg

Forum and Bureau of Women Parliamentarians

Ms. Zeina Hilal, Secretary
Ms. Mariana Duarte Mützenberg
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
Ms. Sara Libera Zanetti

Standing Committee – Democracy and Human Rights

Mr. Andy Richardson, Secretary
Ms. Mariana Duarte Mützenberg

Standing Committee – United Nations Affairs

Ms. Paddy Torsney, Secretary
Ms. Brigitte Brenner

Drafting Committee on the Emergency Item

Ms. Kareen Jabre, Joint Secretary
Ms. Hiroko Yamaguchi, Joint Secretary

Committee to Promote and Respect 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 Compagnon, 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

Mr. Sergiu Palii

PRESIDENCY OF THE IPU AND ASSEMBLY SECRETARIAT

	LOCATION
Speaker of the House of Representatives of Indonesia Ms. Puan Maharani	Nusa Dua Room
Secretariat of the Speaker of the House of Representatives of Indonesia	Exhibition Gallery (first floor)
President of the Inter-Parliamentary Union Mr. Duarte Pacheco	Karangasem
President's Secretariat:	Karangasem
Secretary General of the Inter-Parliamentary Union Mr. Martin Chungong	Singaraja
Executive Office Executive Assistant, Ms. Sharon Varturk	Singaraja
Directors' Office Ms. Anda Filip, Members and External Relations Ms. Andrée Lorber, Support Services Ms. Kareen Jabre, Programmes	Exhibition Gallery
Communications Mr. Thomas Fitzsimons, Director Ms. Kate Brooks, Web and Social Media	Exhibition Gallery
French Translation Mr. Hervé Compagnion	Exhibition Hall
English Editing and Translation Mr. Michael Stott	Exhibition Hall
Documents Control service Team Leader, Ms. Emilie Vulpillière	Exhibition Hall
Distribution of Documents Officer-in-charge, Mr. Roshid Farzaam	Exhibition Hall
Registration Desk Mr. Sergiu Palii	BICC Lobby
Typing pool, Photocopying and Print-on-demand Service for delegates	BICC Lobby
President of the ASGP Mr. Philippe Schwab	Exhibition Gallery
Joint Secretaries of the ASGP Ms. Elektra Garvie-Adams Ms. Perrine Preuvot	Exhibition Gallery