



Inter-Parliamentary Union
For democracy. For everyone.

145th IPU Assembly

Kigali, Rwanda
11-15 October 2022



145th IPU ASSEMBLY
2022 | Kigali, Rwanda

Convocation

A/145/C.1
10 June 2022

Dear Madam President,
Dear Mr. President,

The 145th Assembly of the Inter-Parliamentary Union and related meetings will be held at the Kigali Convention Centre (KCC), Kigali, Rwanda, from Tuesday, 11 to Saturday, 15 October 2022.

We are pleased to enclose detailed information on these meetings. We very much hope that your Parliament will be represented at the 145th Assembly and that the delegation, under your leadership, will take an active part in the proceedings.

Yours sincerely,

Duarte Pacheco
President

Martin Chungong
Secretary General

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INFORMATION ON THE ASSEMBLY

AGENDA

1. Election of the President and Vice-Presidents of the 145th Assembly
2. Consideration of requests for the inclusion of an emergency item in the Assembly agenda
3. General Debate on *Gender equality and gender-sensitive parliaments as drivers of change for a more resilient and peaceful world*
4. *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*
(Standing Committee on Democracy and Human Rights)
5. Reports of the Standing Committees
6. Approval of the subject item for the Standing Committee on Democracy and Human Rights at the 147th IPU Assembly and appointment of the Rapporteurs

TIMETABLE

The Timetable of the Assembly and related meetings is set out in **Annex 1**. The **Inaugural Ceremony** will take place at **11:00 a.m. on Tuesday, 11 October 2022**.

The Governing Council will convene on 12 and 15 October and will consider and take decisions on a host of matters relating to the functioning and activities of the IPU. The agenda of the 210th session of the IPU Governing Council, and those of all other statutory bodies meeting during the 145th Assembly, are available in **Annex 2**.

The Assembly will start its General Debate on 12 October with the high-level segment reserved for Speakers of Parliament. A concept note on the overall theme of the General Debate will be posted shortly on the Assembly webpage.

At its sittings on 14 and 15 October, the Assembly will adopt resolutions on the emergency item and on the subject item taken up by the Standing Committee on Democracy and Human Rights. There will also be a one-hour accountability segment on follow-up actions by Members on IPU resolutions and other decisions during the Assembly plenary on 14 October. The Assembly is expected to conclude with an outcome document on the theme of the General Debate and complete its business by 18:00 on Saturday, 15 October 2022.

EMERGENCY ITEM

According to Assembly Rule 11.1 and Article 14.2 of the Statutes, any Member of the IPU may request the inclusion of an emergency item in the Assembly agenda. If the Assembly so decides, the emergency item will be debated by the Assembly in the morning of Thursday, 13 October. Provision has also been made for a drafting committee to meet in the afternoon that same day in order to prepare a draft resolution. The Assembly will then adopt a resolution on Friday, 14 October 2022.

All requests for inclusion of an emergency item must relate to a recent major situation of international concern, on which urgent action by the international community is required and on which it is appropriate for the IPU to express its opinion and mobilize a parliamentary response. In order to ensure translation and dissemination, all proposals for an emergency item should be submitted to the IPU Secretariat by 17:00 on Tuesday, 11 October. They should contain a brief explanatory memorandum and a draft resolution, which clearly define the scope of the subject covered by the request.

GOVERNING COUNCIL

The Governing Council is composed of three members from each parliament represented in the IPU. Each parliament's representation on the Governing Council must include both men and women. Single-gender delegations will be limited to one member (Governing Council Rule 1.2).

In conformity with Governing Council Rule 13, members of the Council may request the inclusion of supplementary items in the agenda. Such items must fall within the mandate of the Council which, according to Article 20 of the Statutes, determines and guides the activities of the IPU and controls their implementation.

Any requests for the inclusion of supplementary items will immediately be transmitted by the Secretariat to all Council members. After hearing the opinion of the Executive Committee, the Council shall decide on such a request by a majority of votes cast if the request is received by the Secretariat at least 15 days before the opening of the session; or otherwise by a two-thirds majority.

STANDING COMMITTEES

All four Standing Committees will meet during the 145th IPU Assembly.

The Standing Committee on Democracy and Human Rights will discuss and adopt a resolution on the subject item *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 other three Standing Committees will hold hearings and panel discussions as approved at the 144th IPU Assembly.

Member Parliaments are kindly reminded that Bureau members should be included in their delegations to the Assembly. The list of current Bureau members is available on the IPU website at www.ipu.org/about-ipu/structure-and-governance.

PARTICIPATION

In light of the ongoing COVID-19 pandemic and as per practice at recent Assemblies, IPU Member Parliaments are encouraged to appoint a maximum of five parliamentarians for countries with a population under 100 million inhabitants, or up to seven parliamentarians for parliaments of countries with a population of 100 million inhabitants or more. The number of advisers and accompanying persons should also be maintained within reasonable limits, in general not more than four persons. This measure is also in line with the new IPU Strategy, with its priority focus on climate change, including the need to reduce the carbon footprint of the Assembly.

As per the national health requirements, only fully vaccinated persons will be able to enter Rwanda.

In keeping with the decision taken by the IPU governing bodies in 2018, Members "...may register one additional delegate if at least one young parliamentarian (below 45 years of age) is part of the delegation on condition that the delegation is composed of both sexes and the Member is not in arrears in the payment of its assessed contributions" (Article 10.3 of the Statutes).

All Member Parliaments are encouraged to strive for gender parity and political balance in the composition of their delegations. Any delegation which, for three consecutive sessions of the Assembly, is composed exclusively of parliamentarians of the same sex will automatically be reduced by one person. **Member Parliaments are also urged to include IPU office-holders in their delegations.**

Geopolitical groups are kindly requested to schedule their meetings on Monday, 10 October, or at another time which does not conflict with the meeting of the Forum of Women Parliamentarians on 11 October.

IPU Members whose arrears equal or exceed the amount of the contributions due from them for the preceding two full years will not be represented by more than two delegates at meetings of the IPU (Article 5.2 of the Statutes), nor will they be entitled to vote.

Associate Members may participate in the Assembly and its Standing Committees with the same rights as Members, with the exception of the right to vote and to present candidates for elective office.

International organizations and other bodies invited by the Governing Council to be represented at the Assembly as permanent Observers are reminded that they are entitled to register a maximum of two delegates.

The Plenary Hall, where the meetings of the Assembly and Governing Council will take place, has limited seating capacity. If the actual attendance at the 145th Assembly allows, the Secretariat will endeavour to allocate an adequate number of seats for all delegations. At a minimum, each national parliamentary delegation will be allocated a sufficient number of seats to allow a possible vote by the Assembly or Governing Council.

VACANCIES TO BE FILLED DURING THE 145th ASSEMBLY

A provisional list of vacancies for IPU bodies will be circulated to Members and posted on the IPU website prior to the opening of the Assembly.

Member Parliaments are invited to consider submitting candidatures for the main committees and bodies of the IPU (www.ipu.org/about-us/structure/assembly) bearing in mind the gender balance requirements of the bodies concerned, as provided for in the IPU Statutes and Rules. Candidates should have expertise, as far as possible, in the areas of work of the given bodies, and should be supported by their respective parliament in carrying out their functions as IPU office-holders. New Members of the IPU and Members not currently holding IPU offices are particularly encouraged to submit candidatures.

PREPARATION OF DRAFT RESOLUTIONS AND SELECTION OF AGENDA ITEMS

The deadlines pertaining to the preparation of the resolution for the Standing Committee on Democracy and Human Rights are the following:

1 July 2022	Deadline for the rapporteurs to submit the draft resolution and explanatory memorandum to the IPU Secretariat.
5 October 2022	Deadline for IPU Members to submit proposals for amendments to the draft resolution.
11-15 October 2022	145th IPU Assembly Finalization and adoption of the resolution

In accordance with the Standing Committees' Rules, proposals for subject items should be submitted up to one day prior to the meeting of the respective Standing Committee Bureau. As such, Members wishing to do so should submit to the IPU Secretariat their proposals for the subject item to be taken up by the Standing Committee on Democracy and Human Rights by 13 October 2022 at the latest.

These will serve as the basis for consultations by the respective Standing Committee Bureau before a final decision is taken by the Standing Committee.

GENERAL DEBATE (Item 3 of the agenda)

The theme of the General Debate at the 145th Assembly will be ***Gender equality and gender-sensitive parliaments as drivers of change for a more resilient and peaceful world***

In keeping with the Assembly Rules, two representatives of each delegation may speak during the General Debate, and they shall share the speaking time as they deem fit. An additional MP from each delegation may address the General Debate, provided he/she is a young parliamentarian.

As per usual practice, in order to take the floor in the General Debate, members may register on the spot at the speakers' registration desk outside the Plenary Hall (KCC). Members may also register their speaker(s) in advance through the [online registration system](#), which will open on 11 July 2022.

Speaking time will be determined based on the number of registered speakers and the following general guidelines:

List A	High-level segment (Presiding Officers)	7 minutes
List B	First speakers from delegations	6 minutes
List C	Second speakers from delegations	Time remaining (up to a total of 7 minutes for two speakers)
List D	Young parliamentarians	2 minutes.

The order of speakers will be determined by a public drawing of lots at 17:00 on Tuesday, 11 October 2022.

VICE-PRESIDENTS OF THE ASSEMBLY

According to Assembly Rule 7.3, all delegations from Member Parliaments are entitled to designate one of their members as a Vice-President of the Assembly. Some of the Vice-Presidents may be called upon to replace the President of the Assembly during a sitting or part of a sitting.

Upon arrival at the IPU Registration Desk, delegations are invited to indicate the name of the parliamentarian nominated as a Vice-President of the Assembly. Alternatively, names may be communicated to the IPU Secretariat by 12:00 noon on Wednesday, 12 October 2022.

ALLOCATION OF VOTES

A provisional table showing the votes allocated to delegations to the 145th Assembly will be made available on the Assembly webpage.

Member Parliaments are kindly requested to check the figures against their country name and, if necessary, inform the IPU Secretariat in writing of any modifications required, preferably ahead of the Assembly. The final table showing the allocation of votes at the Assembly will be distributed at the opening of the session.

LANGUAGES, SPEECHES AND DOCUMENTATION

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.

Four other interpretation channels have been reserved for Chinese, Japanese, Portuguese and Russian at sittings of the Assembly and the Governing Council. 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.

For the meetings of the Standing Committees, and the Forums of Women MPs and Young Parliamentarians, interpretation will be provided remotely. Therefore, parliaments wishing to have a channel in these two rooms should ensure that their interpreters are fully trained on the Interprefy platform.

In case of need, contact IPU conference services for more information (conf-services@ipu.org).

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.

In keeping with the decision by the IPU Governing Council to reduce the carbon footprint of the Organization and continue to curb paper waste, only a very limited number of documentation sets will be printed for the various sittings of the Assembly.

ASSEMBLY APP

The 145th Assembly App will be available for download free of charge in September 2022. The App is intended to allow the online consultation of official IPU documents as part of the IPU's paper smart policy and to facilitate delegates' participation in IPU Assemblies.

RESULTS OF THE ASSEMBLY

All delegations will receive one printed copy of the *Results* of the 145th Assembly. In addition, the document will be published on the IPU website two weeks after the close of the Assembly, when a complete electronic version can be downloaded in PDF format.

REGISTRATION

The IPU online registration system will be operational as of 11 July 2022. An information note on how to use the registration system will be made available on the Assembly webpage. **All delegations are requested to respect the registration deadline of 27 September 2022.**

The Registration and Information Service will be open at the KCC as of Sunday, 9 October from 09:00 to 18:00 and from Monday, 10 to Friday, 14 October from 08:00 to 18:30, as well as on Saturday, 15 October from 08:00 to 18:00.

DELEGATES' STAY IN KIGALI

For all logistical matters relating to delegates' stay in Kigali, delegations are invited to refer to the website set up by the Parliament of Rwanda for the 145th Assembly, at www.ipurwanda2022.rw.

The General Information document, to be sent with the official Invitation from the Rwandan Parliament, contains details on delegates' stay in Kigali. Requests for hotel reservations should be made as soon as possible. Delegations are reminded that, in keeping with IPU practice, the costs of international travel and hotel accommodation are to be borne by their respective institutions.

All delegates should also have international health insurance when travelling abroad.

Additional information and assistance can be readily obtained from the 145th Assembly Secretariat of the Parliament of Rwanda at:

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E-mail	:	145IPU@parliament.gov.rw
Website	:	www.ipurwanda2022.rw