



Inter-Parliamentary Union  
For democracy. For everyone.

## Parliamentary Conference on Interfaith Dialogue: *Working together for our common future*

Palais des Congrès, Marrakech, Morocco  
13–15 June 2023



Kingdom of Morocco

\*The Parliament\*

# Practical information note for delegates to the Parliamentary Conference on Interfaith Dialogue

This note is intended to provide details of general organizational aspects of the Conference.

### Arrival at the Conference venue: *Palais de Congrès, Marrakech*

The Registration Service will open on Monday, 12 June 2023 from 14:30 to 18:30. Thereafter, the Service will be open as follows:

- Tuesday, 13 and Wednesday, 14 June 2023: 08:00 to 18:30
- Thursday, 15 June 2023: 08:00 to 16:30

Only delegates to the Conference may collect badges, they will not be issued to Embassy staff.

Delegates will receive a conference folder containing the Programme and information documents as well as invitations to the social events.

### Security

A security checkpoint (mandatory for all delegates) equipped with metal detectors and X-ray machines will be set-up outside the main entrance to the *Palais de Congrès*. A priority lane for Speakers of Parliament, parliamentary heads of delegation and religious leaders will be available.

Delegates who have received their Conference badge will then proceed to the badge check. For admission to the inaugural ceremony, and all other official events held during the Conference, participants are kindly requested to wear their identity badges and, where appropriate, present their invitation.

### Official receptions

#### **Tuesday, 13 June 2023**

Inaugural cocktail for all official delegates  
Venue: Hôtel Movenpick  
Time: 19:00 – 20:30

#### **Wednesday, 14 June 2023**

Cultural evening for all official delegates  
Venue: Hôtel Palmeraie Golf Palace  
Time: 20:00

Lunch will also be graciously provided by the Host Parliament at the Conference venue on all three days of the event.

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### Official meeting rooms and bilateral salons

The inaugural ceremony will be held in the Salle des Ministres (*Palais de Congrès*). All Plenary sittings will take place in the Salle Royale, while the Panels will be in Salle Fès 1, and side events in Salle Fès 2.

Some bilateral salons are available, and reservations will be handled by the Bilateral Meeting Rooms' counter, located on level -1, in the "Oureka" area. All reservations are made on a first-come, first-served basis.

### Registration of speakers and speaking time

Delegates have had the possibility of registering online to speak in the General Debate and at one of the high-level Panels. If required, it is also possible to register on the spot at the Speakers' Registration desk (adjacent to the Registration Service, main lobby of the *Palais de Congrès*). The desk will be open as follows:

- Monday, 12 June: 14:30 to 18:30
- Tuesday, 13 June: 09:00 to 13:00 and 14:30 to 18:30
- Wednesday, 14 June: 09:00 to 13:00

Based on online registrations and on-site requests for the floor, a List of Speakers will be established. Speakers will alternate between MPs, religious leaders, representatives of NGOs and faith-based organizations, and representatives of academia.

National delegations may register a maximum of two MPs for the General Debate, sharing a total speaking time of 6 minutes.

Religious leaders, representatives of NGOs and faith-based organizations, and representatives of academia may speak for 3 minutes each.

Time permitting, additional speakers may be given the floor towards the end of the General Debate.

For the panels on 14 and 15 June, speaking forms will be available in Salle Fès 1. Once completed, they may be handed over to members of the IPU Secretariat or one of the assistants in the room. Speaking time will generally be limited to 2 minutes (depending on the number of requests for the floor).

### Written statements

Written statements on the overall theme of the Conference may be sent to [speeches@ipu.org](mailto:speeches@ipu.org) for interpretation purposes.

### Conference documents

A limited number of Conference documents will be available in the plenary hall.

All related documents are also available for consultation on the Conference webpage at [www.ipu.org/event/parliamentary-conference-interfaith-dialogue](http://www.ipu.org/event/parliamentary-conference-interfaith-dialogue).

There will be a small IPU publications stand close to the Registration Service.

### Seating arrangements in the plenary hall (Salle Royale)

In view of the nature of the event, one section of the Salle Royale will be reserved for national parliaments and parliamentary organizations, and the other section for religious leaders, representatives of NGOs and faith-based organizations, and representatives of academia. The first and last seats of each delegation, or section, will be marked by a nameplate.

### Panels room (Salle Fès 1)

In case of need, Salle Fès 2 will be used as a spillover room, should the main panels room be full. The room is equipped with monitors so that you can follow the event, which will be retransmitted in English. If you wish to listen to interpretation via the Interprefy platform on your own device (smart phone, tablet, laptop), simply:

1. Download the Interprefy app on your mobile device.  
iOS: [apps.apple.com/us/app/interprefy/id971176635](https://apps.apple.com/us/app/interprefy/id971176635)  
Android:  
[play.google.com/store/apps/details?id=com.interprefy.interprefy&hl=en&gl=US&pli=1](https://play.google.com/store/apps/details?id=com.interprefy.interprefy&hl=en&gl=US&pli=1)
2. A QR code or link will be provided for the session token during the event either through WhatsApp, email, or displayed around the venue.  
Scan the code or enter the provided link in the app.
3. Connect your headset to your mobile device.
4. Click on the language selector and select your preferred audio language.

### Simultaneous interpretation

The Parliament of Morocco will provide simultaneous interpretation in Arabic, English, French and Spanish in the Salle Royale (plenary). In the panels room (Salle Fès 1), remote simultaneous interpretation (via the Interprefy platform), will be available, also in Arabic, English, French and Spanish.

### Distribution and collection of headsets (receivers)

Delegates are informed that, in order to receive a headset, they will be required to either hand over a formal identification document, or fill out a form, one per headset (name of the person collecting the headsets, delegation, mobile phone number, email address and signature). At the entrance to the meeting rooms, headset collection points will be set up. Upon receipt of the ID document or form, the technicians will hand out a headset, which should be returned at the end of each day.

Media representatives are required to hand over an identification document.

### Internet and Wi-Fi access

An internet café will be available from 13 to 15 June from 08:30 to 18:30. Wi-Fi access is also available throughout the *Palais de Congrès* (network: IFC Marrakech; password: IFC-June2023).

### Medical service

There will be a medical service (doctor, paramedic and ambulance) on stand-by at the *Palais de Congrès*, as well as at all official events and receptions.

### Smoking policy

Moroccan law prohibits smoking in most public areas. Delegates wishing to smoke are invited to use the areas designated for this purpose.

### Transportation

Delegates who have filled out the arrival and departure form will be met upon arrival at Menara Marrakech airport and taken to their hotel, if it is one of the Conference hotels. A shuttle service will be in operation between the Conference hotels, the *Palais de Congrès* and the locations of all official receptions, as well as for transportation back to the airport at the end of the event.

### Offices

The offices of the Speakers, and Secretaries General, of the Moroccan Parliament, as well as those of the President, and Secretary General, of the IPU are located on floor level -1, in the Reda suite of offices.

The Host Parliament Secretariat and IPU Secretariat are located in Salle Asni (ground floor).

### Ensuring a safe and respectful Conference

The IPU is committed to protecting and promoting freedom of opinion and expression in its meetings; however, abusive language, expressions of intolerance and incitement to discrimination, hostility or violence are unacceptable. Speakers must 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.