



Inter-Parliamentary Union
For democracy. For everyone.



9TH GLOBAL CONFERENCE OF
YOUNG PARLIAMENTARIANS
HANOI 2023



QUỐC HỘI VIỆT NAM
NATIONAL ASSEMBLY OF VIET NAM

GENERAL INFORMATION

Ninth IPU Global Conference of Young Parliamentarians

The role of youth in accelerating the achievement of the SDGs through digital transformation and innovation

15–17 September 2023, Hanoi (Viet Nam)

BACKGROUND

In 2010, the IPU Member Parliaments adopted a landmark resolution entitled *Youth participation in the democratic process* at the 122nd IPU General Assembly in Bangkok, Thailand. The resolution stated that achieving meaningful democracy required the full and active participation of youth and youth organizations in democratic processes at the local, national, regional, and international levels. In that spirit, in 2013, the IPU established the Forum of Young Parliamentarians, a formal and permanent body dedicated to enhancing the quantitative and qualitative participation of young people in parliaments and in the IPU.

In 2014, the IPU established the annual Global Conference mechanism to contribute to: (i) strengthening the role of young parliamentarians and youth participation in parliamentary activities; (ii) making recommendations from the perspective of young people's views on the activities and agenda of the IPU; and (iii) networking, solidarity and capacity building, broadening young people's approaches to issues of mutual concern.

Eight Global Conferences have taken place on various topics, including: youth participation in politics and democracy (Switzerland, 2014); democracy, peace and prosperity (Japan, 2015); the Sustainable Development Goals (SDGs) (Zambia, 2016); economic, social and political inclusion (Canada, 2017); the promotion of sustainability and the protection of the interests of future generations (Azerbaijan, 2018); achieving the SDGs and empowering youth through social welfare (Paraguay, 2019); post-COVID-19 youth approach (2021, online conference format); and responding to climate change (Egypt, 2022).

Following the success of the previous Conferences, the Ninth IPU Global Conference of Young Parliamentarians (the Conference) will be held in Viet Nam under the theme *The role of youth in accelerating the achievement of the SDGs through digital transformation and innovation*.

DATE AND VENUE

The Conference will take place from 14 to 18 September 2023 in Viet Nam.

Official working sessions of the Conference will be conducted at the National Convention Center (NCC), Hanoi, Viet Nam on 15 and 16 September 2023.

Other activities and events will be indicated in the Conference Programme.

PARTICIPATION

All IPU Member Parliaments will be invited to send a delegation of young MPs (**under 45 years of age**) to attend the Conference. As a rule, the number of MPs in each unicameral parliament's delegation should not exceed four. Bi-cameral parliaments can register up to eight MPs. Parliaments are invited to send a gender-balanced delegation, including a maximum of two parliamentary staff members.

The IPU Associate Members and Observers that work on youth-related matters are also invited to take part in the Conference, as are select international and regional youth associations, organizations, and parliaments.

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 minutes. Participants may speak several times on each item, particularly to respond to other statements.
- 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.

LANGUAGES AND INTERPRETATION

English and French are the official working languages of the IPU. Nonetheless, simultaneous interpretation will be available into and from Arabic, English, French and Spanish.

The Viet Nam National Assembly (the Host) will provide a Simultaneous Interpreting System (SIS) for the said languages. A limited number of additional interpretation booths will be made available for delegations who require interpretation in a language other than those listed. Should they need an interpretation booth, they must make a request for a booth by completing Section B in the Travel Form (Annex 1) and should email it to the Host. The delegations will themselves cover the booth rental costs and the fees of their interpreters.

Interpretation booth rental is charged by the full hour. The booth rental rate will be published in due course. The allocation of interpretation booths will be on a first-come, first-served basis, and payment must be made directly to and upon the service provider's confirmation.

The working languages for the activities and events other than the Conference sessions will be English or French.

REGISTRATION

Parliaments and organizations invited to the Conference are requested to register their participants online no later than 25 August 2023 at the following link: registration.ipu.org/event/f4003bb9-06fe-4e5c-af7e-e02f31e27791/regProcessStep1. Kindly be advised that **registrations made after this date will not be guaranteed**.

In order to facilitate the welcome service upon arrival, departure and other logistical arrangements provided by the Host, delegations are requested to complete the Travel Form (Annex 1) and to indicate for each individual his/her participation in the excursion to Ha Long Bay on 17 September 2023 (to be completed in the registration link provided above).

For any questions, the contact information for the IPU and the Host can be found below:

<p style="text-align: center;">Inter-Parliamentary Union</p> <p>5, Chemin du Pommier 1218 Grand-Saconnex - GENEVA Case postale 330 Switzerland Email: postbox@ipu.org Tel.: +41 22 919 41 50</p>	<p style="text-align: center;">National Secretariat of the Viet Nam National Assembly</p> <p>Viet Nam National Assembly Doc Lap, Ba Dinh District HANOI Viet Nam Case postale: 10.000 Viet Nam Email: Gcyp9vn@gmail.com Tel.: +84 904120305</p>
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VISAS

To enter Viet Nam, all Conference delegates need to have a passport that is valid for at least six months from the date of arrival. Delegates from some countries or territories may also require a visa to enter Viet Nam. The following are the options to apply for a Vietnamese visa:

1. Apply for a visa directly at the Vietnamese Embassy or Consulate in your country of residence or stay (list of Vietnamese Diplomatic Missions abroad: omw.mofa.gov.vn/en-

- [us/Pages/default.aspx](#)).
- Apply for a visa through travel agencies or tour companies that are affiliated with the Vietnamese Embassy or Consulate.
 - Apply for an e-visa through the Vietnamese Government's electronic visa system. To do this, you need to access the website of the Vietnamese Immigration Department at: evisa.xuatnhapcanh.gov.vn/web/guest/trang-chu-ttdt.
 - Apply for a visa at the border checkpoint upon arrival in Viet Nam. To do this, applicants need to prepare the necessary documents such as their passport, passport photo, visa application form, and other required documents (including a copy of the invitation letter co-issued by the Host and the IPU), complete and submit the visa application form together with required documents at the border checkpoint. The processing time may vary depending on specific cases.

In case additional assistance in the visa process is required, delegates are advised to fill out the dedicated "Registration form for visa to Viet Nam" provided by the Host Parliament and to send it along with copies of their passports and flight tickets to the National Assembly of Viet Nam at the following address: thuannd@quochoi.vn. This document is available on the Conference website: <https://www.ipu.org/event/ninth-global-conference-young-parliamentarians#event-sub-page-documents/>.

HOTEL ACCOMMODATION

Delegates will bear the costs of their air travel, accommodation and subsistence. Listed below are the hotels designated to service delegates to the Ninth Global Conference of Young Parliamentarians with preferential rates:

Hotel	Type	Net US\$ rate
Hyatt Regency West Hanoi Address: 36 Le Duc Tho, My Dinh 2, Nam Tu Liem, Hanoi, Viet Nam Website: www.hyatt.com/en-US/hotel/Viet Nam/hyatt-regency-west-hanoi/hanhr Contact: +84 24 6270 1234	King Bed	127
	Twin Bed	137
	King Bed Deluxe Single	144
	Twin Bed Deluxe	156
	Regency Suite Single	208
JW Marriott Hotel Hanoi Address: 8 Do Duc Duc, Me Tri, Nam Tu Liem, Hanoi, Viet Nam Website: www.marriott.com/event-reservations/reservation-link.mi?id=1689066400053&key=GRP&app=resvlink Contact: +84 24 3833 5588 or mhrs.hanjw.reservation@marriott.com	Deluxe Single	172
	Deluxe Twin	197
	Executive Single	245
	Deluxe Suite	350
	Executive Suite	392
Hanoi Daewoo Hotel Address: 360 Kim Ma, Ba Dinh, Hanoi, Viet Nam Website: www.daewoohotel.com/ Contact: +84 24 3831 5000 or info@hanoidaewoohotel.com	Deluxe Single	89
	Deluxe Twin	95
Grand Plaza Hanoi Hotel Address: 117 Tran Duy Hung, Trung Hoa, Cau Giay, Hanoi, Viet Nam Website: www.grandplazahanoi.com/ Contact: +84 24 3562 6999 or info@grandplazahanoi.com	Deluxe Single	100
	Deluxe Twin	100
	Parlor Suite Single	180
	Parlor Suite Twin	200

- The rates are in US\$ per room per night (breakfast included).

2. Rates include all taxes.
3. Payments shall be made directly to the Hotel.

To be eligible for the preferential rates, delegates are advised to make their hotel reservations for the Conference following the link form.jotform.com/231767661835466.

As the hotels assign only limited rooms for Conference delegates, requests for reservations will be processed on a first-come, first-served basis. It is recommended that delegates book their accommodations as early as possible to secure their rooms, although the overall number of rooms available in all designated hotels is sufficient to accommodate all Conference participants.

FLIGHTS AND WELCOME SERVICES

Delegates are responsible for arranging and financing their own air travel to Hanoi (Viet Nam).

At the point of entry to/exit from Viet Nam (including transit airports in Viet Nam), delegates will be assisted through immigration formalities and in transfers between domestic and international terminals.

The Host will set up information counters at Noi Bai International Airport (Hanoi) and the designated hotels based on the flight schedules of the delegations attending the Conference.

Upon arrival at Noi Bai International Airport (Hanoi) delegates will be welcomed by the Host staff and Liaison Officers at the baggage collection area. Upon departure from Noi Bai International Airport (Hanoi) the Host staff and Liaison Officers will assist delegates in the departure lounges. These services will be available only between 14 and 18 September 2023.

To ensure smooth entry/exit upon arrival/departure as well as the transfers between the airport and the designated hotels, it is imperative that delegates provide their flight details by filling in the Travel Form (Annex 1) and returning it to the Secretariat no later than 30 August 2023. Please note that transportation will only be provided to delegates staying in the designated hotels listed above and not to those staying elsewhere.

LOCAL TRANSPORT

The Host will provide ground transfers between Noi Bai International Airport (Hanoi) and the designated hotels between 14 and 18 September 2023.

Delegates who require private transport are recommended to contact their respective Embassy in Hanoi or make their own arrangements and bear the cost.

The Host will provide transportation to the venues of the official events as specified in the programme of the Conference. Shuttle buses will be arranged from the designated hotels to the NCC, and the bus timetable will be made available at the designated hotels.

LUNCH

Buffet lunch will be provided on 15 and 16 September 2023 to all delegates at the NCC.

RECEPTION AND EVENTS

The reception hosted by the President of the National Assembly of Viet Nam will take place at the JW Marriott Hotel Hanoi on 14 September 2023 at 18:30 hours.

The seminar "Strengthening digital capacity for youth: Case of Viet Nam" will take place at the National Assembly Building on 14 September 2023 from 14:00 to 16:30 hours.

The exhibition "Innovation and OCOP Products" will be opened at the National Convention Centre (NCC) on 14 September 2023 at 17:30 hours.

A live musical and dance performance will be held at the NCC theatre hall on 16 September 2023 at 19:00 hours.

A full day cultural visit to Ha Long Bay is scheduled on 17 September 2023.

Further details will be provided in due course.

LIAISON OFFICER

A Liaison Officer will be assigned to each delegation to maintain smooth communication with the Host.

HEALTH AND MEDICAL INFORMATION

First aid service will be available at hotels, the Conference and official event venues.

The First Aid room is located in room 186 on the first floor of the NCC and will be open from 09:00 to 18:00 hours on 15 and 16 September 2023.

SECURITY

All necessary measures will be taken to ensure the security of all Conference delegates and activities. Participants are required to always wear their ID badges visibly during official events. All lost badges must be reported immediately to the Host.

REGISTRATION AND INFORMATION DESK

All delegates are requested to register with the Secretariat. The Registration and Information Desk is located in the lobby of the NCC.

SECRETARIAT ROOM

The Conference Secretariat office is located in room 207A of the NCC and will be open on 14 September 2023, from 08:00 to 21:00 hours.

INTERNET, PRINTING AND PHOTOCOPYING FACILITIES

Wireless internet facilities are available in the conference plenary hall. Office equipment and internet services are available in the hotels' Business Centers and in the Secretariat office. Delegates are responsible for expenses incurred in the hotels' Business Centers.

Printing and photocopying services are available free of charge and subject to a limited quantity at the NCC. Delegates are strongly recommended to consider paperless options before using these services.

CLIMATE

In September, the average minimum temperature in Ha Noi is 31°C, with an average daytime high of 34°C.

CURRENCY

Viet Nam's national currency is the Dong (Viet Nam Dong = VND), and as of July 2023 the exchange rate has been fluctuating between VND 23,500 and VND 23,600 for US\$ 1. While Vietnamese banks and money changers 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.

TELECOMMUNICATION

The country code for Viet Nam is +84, and the local area code for Hanoi is 024. When dialing with the country code, omit the 0 (zero) and add the phone number: +84 24 + phone number. For international calls, use the format 00 + country code + area code + phone number.

Telephone services are available in hotels. Pre-paid mobile telephone SIM cards can be obtained in hotels and local cellular shops (valid photo ID or passport are required for activation).

LOCAL TIME

Viet Nam is in the GMT+7 time zone.

IMPORTANT TELEPHONE NUMBERS

In Viet Nam, emergency telephone numbers are as follows:

- Ambulance: 115
- Police: 113

NINTH IPU GLOBAL CONFERENCE OF YOUNG PARLIAMENTARIANS

15–17 September 2023, Hanoi (Viet Nam)

SECTION A: TRAVEL DETAILS

Please complete and return the completed form to the **Host** and **Inter-Parliamentary Union**
no later than 30 August 2023 to the following email addresses:

postbox@ipu.org - Gcyp9vn@gmail.com

DELEGATION: (country/organization)

A. Contact Information

First name		Middle name		Last name	
Tel.		Fax		Email	
Department		Position		Affiliation	
Mailing address					
City/State		Postal code		Country	

B. Participant Information

Name (Mr./Ms.)	Position		Date	Time	Flight no.	From/To
1.		Point of entry				
		Arrival				
		Departure				
		Point of exit				
2.		Point of entry				
		Arrival				
		Departure				
		Point of exit				
3.		Point of entry				
		Arrival				
		Departure				
		Point of Exit				
4.		Point of Entry				
		Arrival				
		Departure				
		Point of exit				
5.		Point of entry				
		Arrival				
		Departure				
		Point of exit				
6.		Point of entry				
		Arrival				
		Departure				
		Point of exit				
7.		Point of entry				
		Arrival				

		Departure				
		Point of exit				
8.		Point of entry				
		Arrival				
		Departure				
		Point of exit				

SECTION B: INTERPRETATION BOOTHS REGISTRATION

DELEGATION: (country/organization)

Contact information

First name		Middle name		Last name	
Tel.		Fax		Email	
Department		Position		Affiliation	
Mailing address					
City/State		Postal code		Country	

Date	Dd/mm	Time	hh:mm–hh:mm
Date	Dd/mm	Time	hh:mm–hh:mm
Date	Dd/mm	Time	hh:mm–hh:mm

- Note: These booths will be allocated on a first-come, first-served basis, and payment must be made directly to the provider (NCC)