



P20

PARLIAMENT 2024 BRASIL



Inter-Parliamentary Union

For democracy. For everyone.

10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

6-8 November 2024 | Brasilia

PARLIAMENTS FOR A JUST WORLD AND A SUSTAINABLE PLANET

PRACTICAL INFORMATION NOTE



SUMMARY

| | |
|---|----|
| 1. INTRODUCTION | 4 |
| 2. MEETING VENUE | 6 |
| 3. SUMMIT PROVISIONAL PROGRAMME | 12 |
| 4. PARTICIPATION..... | 16 |
| 5. WORK DYNAMICS..... | 19 |
| Working languages..... | 19 |
| 6. ACCREDITATION SYSTEM | 21 |
| DAO registration procedure..... | 22 |
| Procedure for registering participants..... | 26 |
| Event badges..... | 29 |
| 7. VISAS..... | 31 |
| Diplomatic and Official/Service Passports..... | 31 |
| Other types of passports | 31 |
| Courtesy visa..... | 32 |
| 8. ARRIVALS AND DEPARTURES | 34 |
| Overflight and landing permits | 34 |
| Immigration, customs and airport transfers..... | 34 |
| 9. TRANSPORTATION..... | 36 |
| 10. ACCOMMODATION | 38 |



| | |
|------------------------------------|----|
| 11. SECURITY | 44 |
| 12. BILATERAL MEETINGS | 46 |
| 13. PRESS..... | 51 |
| Official press accreditation | 51 |
| Private press accreditation | 52 |
| Equipment..... | 53 |
| 14. PLACES OF INTEREST | 55 |
| 15. USEFUL INFORMATION | 67 |
| Important dates | 69 |
| Important contacts | 69 |



10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

1

INTRODUCTION



1. INTRODUCTION

The Brazilian Presidency of the P20 welcomes all delegations to the **10th G20 Parliamentary Speakers' Summit (P20)**, which will take place in Brasilia from 6 to 8 November 2024. The event is being organized by the Chamber of Deputies and the Federal Senate, in partnership with the Inter-Parliamentary Union (IPU). As part of the Summit, a Parliamentary Forum will be held on 6 November to share the results and recommendations of the 1st P20 Meeting of Women Parliamentarians, held in July 2024 in the city of Maceió (state of Alagoas).

This Note is intended to provide information on the administrative and logistical arrangements for the P20 Summit. For further information and assistance, please contact p20@cn.leg.br.



 **P20**
PARLIAMENT 2024 BRASIL

10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

2

MEETING VENUE





2. MEETING VENUE

The 10th G20 Parliamentary Speakers' Summit (P20) will be held in Brasilia, at the National Congress Palace.

Founded in 1960 to be the capital of Brazil, Brasília is the materialization of former President Juscelino Kubitschek's dream of establishing a new seat of the Brazilian Republic on the Central Plateau, the geographical centre of the country.



Facade of the National Congress Palace

of the two legislative houses, the Chamber of Deputies and the Federal Senate, is a visual landmark not only of the square, but also of the entire Esplanade of Ministries, located in front of it.

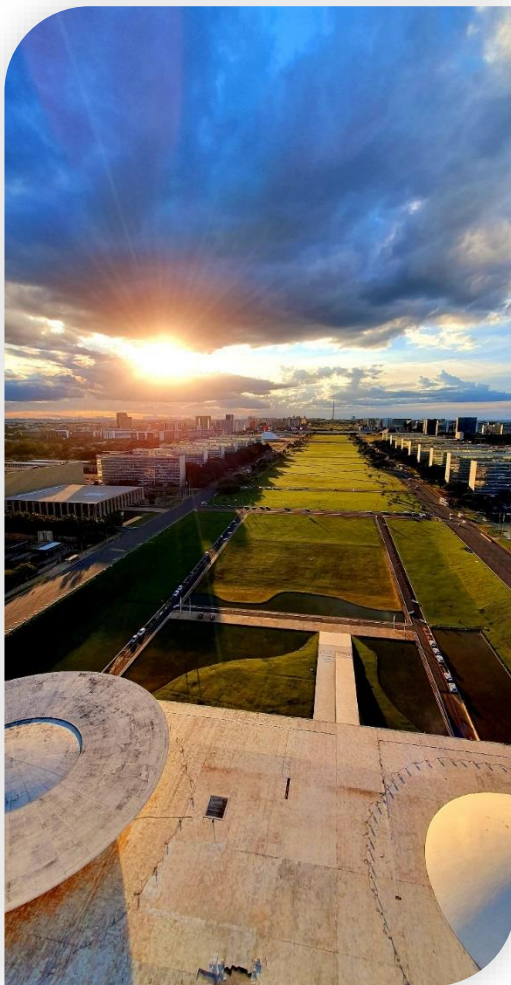
Two great masters of Brazilian architecture are responsible for the monumental scale of Brasília: Lúcio Costa, winner of the competition for the urban design of the new capital (the so-called Pilot Plan), and Oscar Niemeyer, responsible for the architectural design of the seats of the legislative, judicial, and executive branches. The Praça dos Três Poderes, in the shape of an equilateral triangle, juxtaposes the National Congress, the Supreme Court and the Planalto Palace. In it, urbanism and architecture merge into a single, inseparable whole.

Brasília was named a UNESCO World Heritage Site in 1987, making it the largest listed perimeter in the world.

Built between 1957 and 1960, the National Congress Palace, the seat



Taking as one of its references the United Nations building in New York (in whose design Niemeyer also participated), the seat of the Brazilian Parliament combines the elegance of pure volumes and the strength of powerful structural solutions in two large domes that singularize and associate both legislative houses—the Chamber of Deputies (concave) and the Federal Senate (convex).



View of the Esplanada dos Ministérios

The solution in domes symbolically emulates elements adopted since classical antiquity, but which in Brasilia, under the modernist trait, acquires prominence in the capital's urban scene. The interiors of the large domes house both the plenary halls where the country's biggest political deliberations take place.

The great platform on which both structures rest is called, in the original designs, the *people's square* and under it flows the democracy of the Brazilian legislature. In addition to the strength of the Palace's external solution, the interiors of the National Congress house notable collections of art and furniture from the Brazilian Government. This unique synthesis of Brazilianness features works by the notable artists Athos Bulcão, Marianne Peretti, Di Cavalcanti and Anna Maria Niemeyer, among other great names.



Araguaia (1977). Artist: Marianne Peretti



Fragmento de anjo [Angel's fragment] (1977). Artist: Alfredo Ceschiatti

In 2021, the National Congress was declared a permanent landmark due to its cultural significance in Brazilian historiography.

In 2024, the National Congress Palace reinforces its parliamentary vocation and evokes its genesis in the great international deliberations to be the headquarters of the P20 in Brazil.



Ventania [Gale] (1971). Artist: Athos Bulcão *Water mirror of the National Congress Palace*



Address

Palácio do [Congresso Nacional](#) - Praça dos 3 Poderes, Brasília – Distrito Federal.



On-site facilities

The following services will be available at the venue:

- Information desk;
- Bilateral meeting rooms;
- Wi-Fi internet;
- Computers, printers, and photocopying machines;
- Coffee/tea kiosks;
- Emergency medical service;
- Snack bars and restaurants;
- Prayer room.



10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

3

**SUMMIT PROVISIONAL
PROGRAMME**



3. SUMMIT PROVISIONAL PROGRAMME

Wednesday, 6 November 2024

G20 Parliamentary Forum: Towards implementing the recommendations of the 1st P20 Meeting of Women Parliamentarians (Maceió, 1 and 2 July 2024)

Arrival of the delegations at the National Congress Palace

15:00 – 15:30 – G20 Parliamentary Forum opening session

Venue: Plenary of the Chamber of Deputies

15:30 – 16:30 – 1st working session: *Promoting climate justice and sustainable development from a gender and race perspective*

Venue: Plenary of the Chamber of Deputies

16:30 – 17:30 – 2nd working session: *Women in power: Increasing female representation in decision-making spaces*

Venue: Plenary of the Chamber of Deputies

17:30 – 18:30 – 3rd working session: *Fighting gender and race inequalities and promoting women's economic autonomy*

Venue: Plenary of the Chamber of Deputies

18:30 – 20:00 – Welcome cocktail

Venue: Black Hall

18:30 – 20:30 – *Face-to-face meeting to conclude negotiations on the Declaration of the 10th G20 Parliamentary Speakers' Summit (P20)*

Venue: Plenary of the Federal Senate



Thursday, 7 November 2024

Arrival of the delegations at the National Congress Palace

10:00 – Official photo

Venue: *to be determined*

10:30 – 12 noon – Opening ceremony of the 10th G20 Parliamentary Speakers' Summit (P20)

Venue: Plenary of the Chamber of Deputies
Venue: Plenary of the Chamber of Deputies

Noon – 14:00 – Working lunch

Venue: Restaurant of the Chamber of Deputies

14:00 - 16:00 – 1st working session: *The contribution of parliaments to the fight against hunger, poverty and inequality*

Venue: Plenary of the Chamber of Deputies

16:00 – 18:00 – 2nd working session: *The role of parliaments in promoting sustainable development*

Venue: Plenary of the Chamber of Deputies

20:30 – 22:30 – 10th G20 Parliamentary Speakers' Summit (P20) official dinner

Venue: Itamaraty Palace



Friday, 8 November 2024

Arrival of the delegations at the National Congress Palace

09:30 – 11:30 – 3rd working session: *Parliaments in the construction of global governance adapted to the challenges of the 21st century*

Venue: Plenary of the Chamber of Deputies

11:30 – 13:00 – Closing session of the 10th G20 Parliamentary Speakers' Summit (P20)

Adoption of the Declaration

Handover of the P20 presidency to the Parliament of South Africa

Closing remarks by the President of the Inter-Parliamentary Union (IPU) and the Presidents of the Chamber of Deputies and the Federal Senate

Venue: Plenary of the Chamber of Deputies

13:00 – 15:00 – Working lunch

Venue: Restaurant of the Chamber of Deputies



10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

4

PARTICIPATION





4. PARTICIPATION

Each national parliament of the G20 members and guest countries, as well as the Pan-African Parliament and the European Parliament, is invited to be represented by its President or, in the case of bicameral parliaments, by the President of each legislative house. If the Speakers are unable to attend, they can designate a Vice-President or another high-level parliamentary leader as their representative. Other invited international parliaments and multilateral organizations must also be represented by their presidency or high representative.

In the working sessions of the P20 Summit, only the Presidents of the Parliaments or their high representatives will be entitled to speaking time, according to the modalities set out in the section 5, “Work dynamics” (see p. 19, below). The G20 Parliamentary Forum, on the other hand, is open to all delegates from the parliaments and institutions invited to participate, also in accordance with the modalities listed under section 5, “Work dynamics” (see p. 19, below).

For accreditation purposes, please note the number of participants who can be accredited to access the venue:

1. National parliaments:
 - a. Bicameral parliaments:
 - I. Upper House: 1 + 3 (Head of Delegation + other delegates, including Parliamentarians, advisors and diplomatic staff);
 - II. Lower House: 1 + 3 (Head of Delegation + other delegates, including Parliamentarians, advisors and diplomatic staff);
 - b. Unicameral parliaments: 1 + 7 (Head of Delegation + other delegates, including Parliamentarians, advisors and diplomatic staff);
2. Pan-African Parliament and European Parliament (P20 members): 1 + 7 (Head of Delegation + other delegates, including Parliamentarians, advisors and diplomatic staff);
3. Other international parliaments and bodies invited: 1 + 3 (Head of Delegation + other delegates, including advisors and diplomatic staff).



Please note that access to the plenary hall may be limited to Parliamentarians and senior representatives of international organizations only.

An observation room will be available for accredited members who exceed the limit per delegation for the plenary room.



10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

5

WORK DYNAMICS





5. WORK DYNAMICS

The opening session of the Summit will be followed by three thematic sessions. For each session, up to 20 Speakers of Parliament (or Legislative House, in the case of bicameral Parliaments) or their senior representatives will be invited to make speeches of up to five minutes.

In order to allow the greatest possible number of interventions by the participating parliamentarians, each invited delegation is asked to indicate, **by 15 October 2024**, via e-mail sent to p20@cn.leg.br, the respective order of priority among the three working sessions of the Program (see item 3, “Summit Provisional Programme”, p. 13-14, above, and annexed to the invitation documents) for allocation of speaking opportunities by the Summit Presidency.

In the case of the Parliamentary Forum on 6 November, preference will be given to the women parliamentarians taking part, with the initial plan being for each delegation to have at least one opportunity to speak. In this regard, please indicate, **by 15 October 2024**, via e-mail sent to p20@cn.leg.br, the respective order of priority among the three working sessions of the Forum (see item 3, “Summit Provisional Programme”, p. 12, above, and annexed to the invitation documents) for allocation of speaking opportunities by the Presidency of the Summit.

Working languages

The working languages of the 10th Summit of Presidents of the G20 Parliaments (P20) will be Portuguese, English, Spanish and French.

The event organizers will provide a limited number of interpretation booths for other languages, following the chronological order of the requests received. Requests must be sent to p20@cn.leg.br **by 15 October 2024**. In such cases, the requesting delegations should bring their own English-speaking interpreters, as English will serve as the floating language for the meeting.



10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

6

ACCREDITATION SYSTEM



6. ACCREDITATION SYSTEM

The electronic accreditation system (in English only) will be **available from 18 September to 18 October 2024**.

Each participating Parliament, institution or international organization must appoint a Delegate Accreditation Officer (DAO), who will be responsible for coordinating the registration process for their delegation.

Please provide the DAO's name, position, and contact information **by 1 October 2024**, at accreditation.p20@cn.leg.br.

The accreditation process is an invitation-based system. Invitations will be sent by e-mail to the participants indicated by the DAO. It is not possible to register directly by accessing the accreditation website.

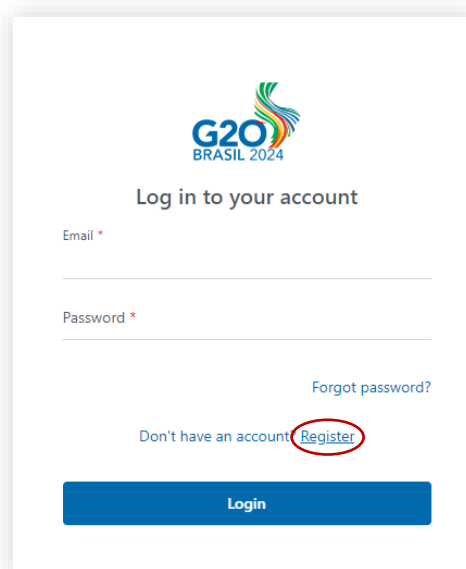
Please note that if you fail to register electronically, you will not be able to access the venue.

Enquiries about accrediting participants should be sent to accreditation.p20@cn.leg.br.



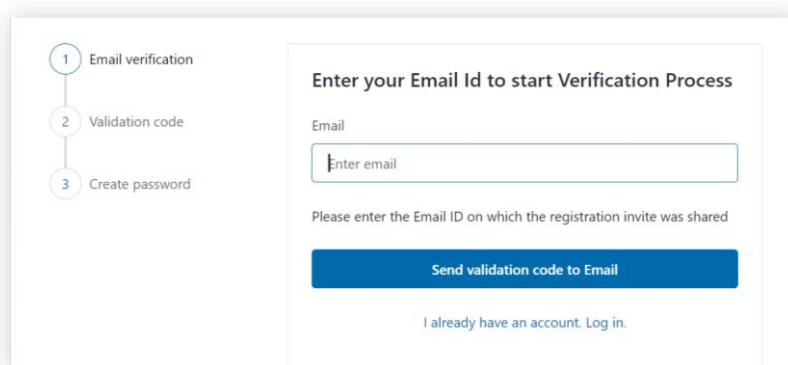
DAO registration procedure

The DAO will receive a link by e-mail inviting them to register with the accreditation system. By clicking on the link, the DAO will be directed to the following website: <https://g20.org/accreditation>.



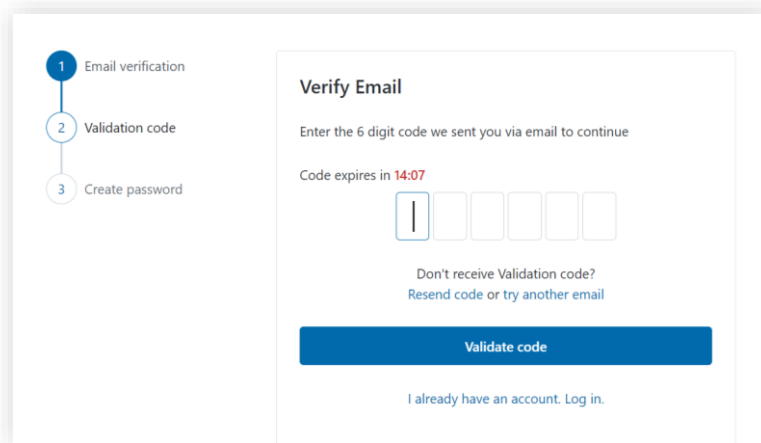
By clicking on “Register”, the DAO will be directed to an authentication page, which involves three steps:

1. The first step in creating a DAO account is to enter an e-mail ID, which must be the same as the one to which the invitation was sent previously.



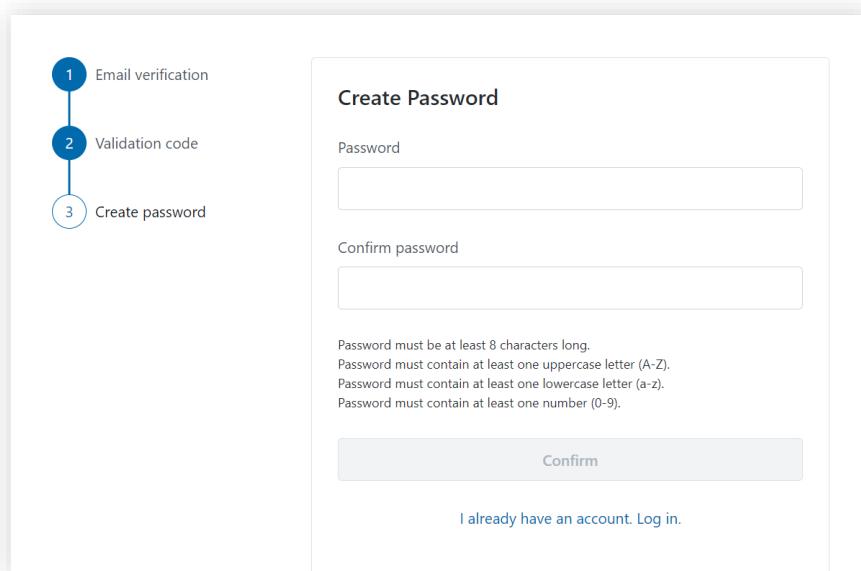


2. For the second step, a verification code will be sent to the inbox of the inserted e-mail address. The DAO must enter this code during the validation phase and be aware of the code's expiry time.



The screenshot shows a registration interface with a progress indicator on the left. Step 1 'Email verification' is completed. Step 2 'Validation code' is active. Step 3 'Create password' is pending. The main content area is titled 'Verify Email' and contains the following text: 'Enter the 6 digit code we sent you via email to continue'. Below this, it says 'Code expires in 14:07'. There is a six-digit input field with a cursor in the first position. Below the input field, there is a link: 'Don't receive Validation code? Resend code or try another email'. At the bottom of the form is a blue button labeled 'Validate code' and a link: 'I already have an account. Log in.'

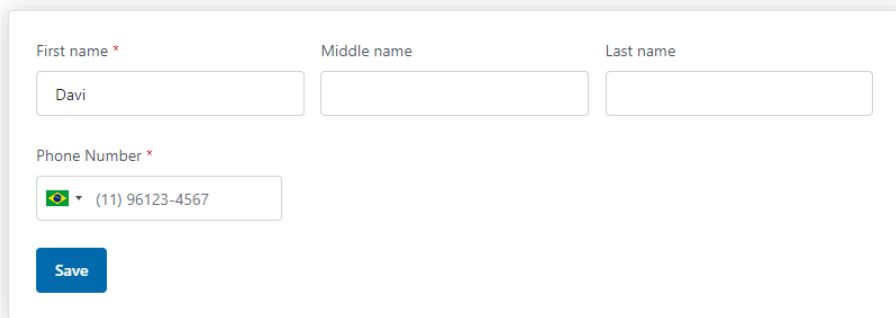
3. Finally, for the last step, the system will ask the DAO to create a password, in accordance with the security settings.



The screenshot shows the same registration interface. Step 2 'Validation code' is completed. Step 3 'Create password' is active. The main content area is titled 'Create Password' and contains two input fields: 'Password' and 'Confirm password'. Below the input fields, there are four lines of password requirements: 'Password must be at least 8 characters long.', 'Password must contain at least one uppercase letter (A-Z).', 'Password must contain at least one lowercase letter (a-z).', and 'Password must contain at least one number (0-9)'. At the bottom of the form is a grey button labeled 'Confirm' and a link: 'I already have an account. Log in.'




The DAO must use their registered e-mail address and password to log in to the system. When logging in for the first time, the DAO's profile must be filled in, entering contact information.



Form fields for profile registration:

- First name * (Input: Davi)
- Middle name (Empty)
- Last name (Empty)
- Phone Number * (Country: Brazil, Input: (11) 96123-4567)
- Save button

After filling in their profile, on the main page, the DAO will be able to view and access the P20 events to which they have been invited.



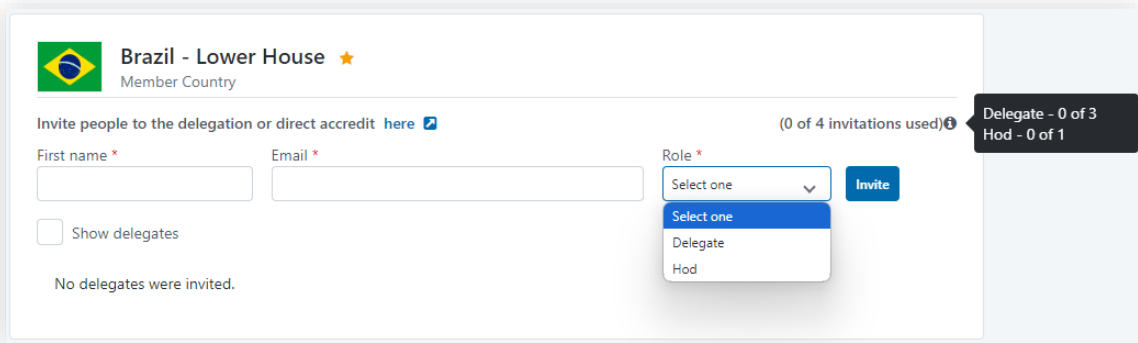
Event list interface showing filters and an event card:

- Filters: Title, Track, Workgroup, Event Type, City. Buttons: Clear, Filter.
- Upcoming events: 1
- Past events: 0
- Event Card: Engagement Groups, Brasilia, 10th G20 Parliamentary Speakers' Summit (P20), P20 - P20, Nov, Side Event, and a red arrow icon.


The DAO is responsible for coordinating the registration of his/her delegation. This should be done by sending invitations to delegation members via the accreditation



portal. Please note that a maximum number of credentials will be offered to each delegation (see item 4, “Participation”, p. 16, above).



Brazil - Lower House ★
Member Country

Invite people to the delegation or direct accredit [here](#) 

(0 of 4 invitations used) ⓘ

Delegate - 0 of 3
Hod - 0 of 1

First name *

Email *

Role *
Select one
Select one
Delegate
Hod

Show delegates

No delegates were invited.

The fields should be filled with the participant's name, **e-mail address** (which **must be different for each member of the delegation**) and role. In the “Role” field, the DAO must indicate who is the Head of Delegation by selecting the “HoD” role. For other participants, the “Delegate” role must be selected.

In due course, the DAO will be asked to inform, by email, the role of each member of the delegation, among the following: “Member of Parliament” (for Parliamentarians other than the Head of Delegation); “Diplomatic Corps” (for diplomatic representatives in Brazil); “Interpreter” (for interpreter); “Media” (for official press officer, camera operators, photographer or similar directly linked to the authorities present); “Security” (for security officer) and/or “Staff” (for other roles in the delegation).

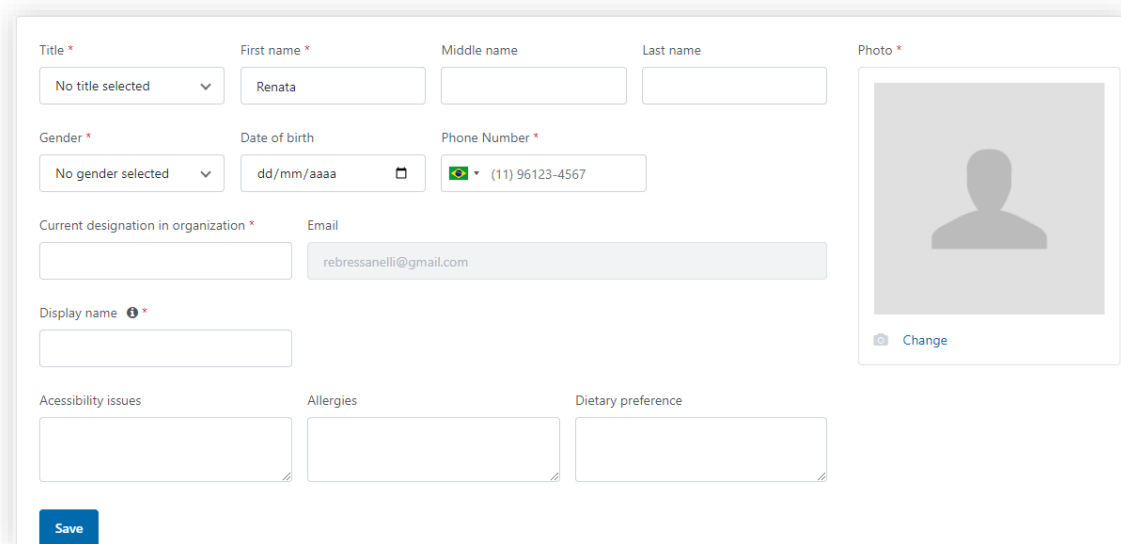


Procedure for registering participants

The registration process involves two steps: first, the participants invited by the respective DAO must create a profile in the system, and then register for the P20 events to which they are invited.

Participants must register on the registration portal by accessing the link received in the invitation e-mail sent by the DAO. The procedure is identical to the DAO registration. Please follow steps 1 to 3 of the “DAO registration procedure” (p. 22-23, above).

Participants must use their registered e-mail address and password to log in to the system. When you log in for the first time, you will need to fill in your profile and enter personal information.

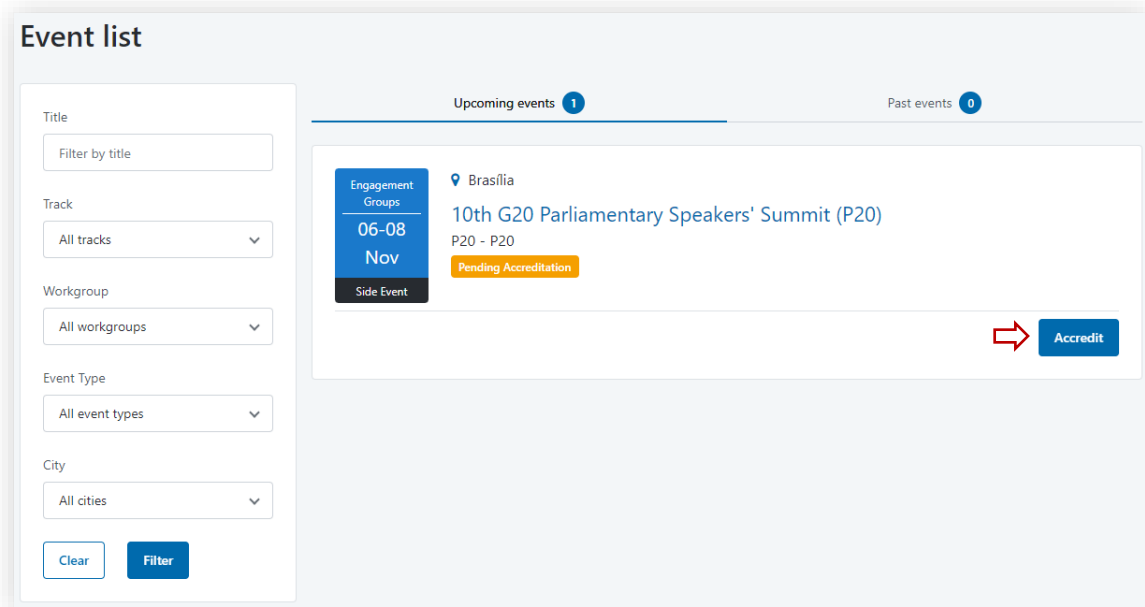


The screenshot shows a registration form with the following fields and options:

- Title ***: No title selected (dropdown)
- First name ***: Renata
- Middle name**: (empty)
- Last name**: (empty)
- Gender ***: No gender selected (dropdown)
- Date of birth**: dd/mm/aaaa (calendar icon)
- Phone Number ***: (11) 96123-4567 (country code dropdown: Brazil)
- Photo ***: Placeholder image with a [Change](#) button below it.
- Current designation in organization ***: (empty)
- Email**: rebressanelli@gmail.com
- Display name ⓘ ***: (empty)
- Accessibility issues**: (empty)
- Allergies**: (empty)
- Dietary preference**: (empty)
- Save**: (button)



After registering, participants will have access to the list of P20 meetings they are invited to attend. They must then register for the meeting they wish to attend.



Event list

Upcoming events **1** | Past events **0**

Engagement Groups
06-08
Nov
Side Event

Brasilia
10th G20 Parliamentary Speakers' Summit (P20)
P20 - P20
Pending Accreditation

⇒ **Accredit**

Filter by title

Track: All tracks

Workgroup: All workgroups

Event Type: All event types

City: All cities

Clear Filter

Additional information will be requested (passport number, flight and accommodation details). It is important to provide all the information requested, as it will be essential for facilitating immigration and customs procedures (on arrival and departure) for P20 Summit participants, as well as for offering transportation services to delegations in Brasilia (to and from the airport and to Summit-related events). The participant can always return to the system to update the trip information if necessary.



Passport detail

Please, provide passport and nationality details

Document type

Passport

Other

Passport type *

Ordinary Passport

Number *

Place of issue *

Expiration date *

dd/mm/yyyy

Place of Birth

Select...

Current citizenship

Select...

Attach document *

Select file

Previous step

Finish Accreditation

Arrival Details (optional)

Please, complete the form by filling in information for Arrival Details

Are you based in Brazil?

Yes

No

International flight

Arrival Airport

E.G. GRU

Arrival Flight Number

E.G. LA 3561

Arrival Date

dd/mm/yyyy

Arrival Time

--:--

Domestic flight (if any)

Arrival Airport

E.G. GRU

Arrival Flight Number

E.G. LA 3561

Arrival Date

dd/mm/yyyy

Arrival Time

--:--

Hotel details (optional)

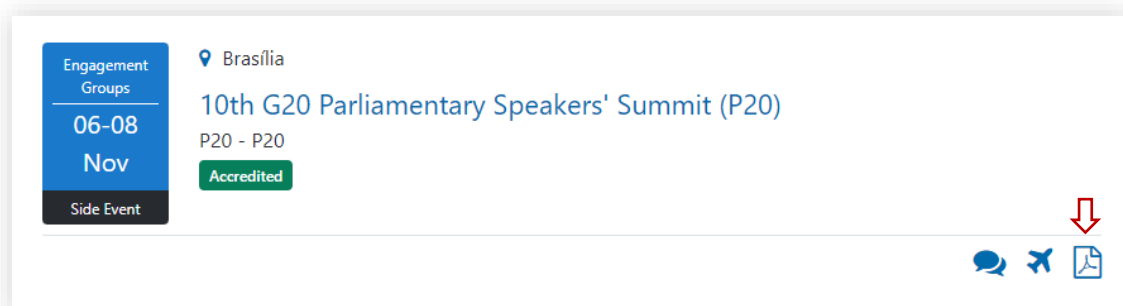
Which hotel will you stay in?

No hotel selected

Save and go to departure details



The system can provide a letter of accreditation for the 10th G20 Parliamentary Speakers' Summit (P20). This letter will be important for visa applications, where necessary, and to migration and customs procedures on arrival in Brazil. After completing the registration, click on the PDF icon (see image below) to print or save the accreditation letter.



Event badges

The P20 Summit organizers will issue individual badges to all accredited guests, according to the information entered in the system.

Participants will receive colour-coded badges according to their role in the delegation. Each badge will display relevant information such as photo, name, country/parliament etc., and will not be transferable. Participants must keep their badges visible throughout the event.

The event badges will be given to each delegation by the respective Liaison Officers before the start of the meeting.



 **P20**
PARLIAMENT 2024 BRASIL

10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

7

VISAS





7. VISAS

Diplomatic and Official/Service Passports

Brazil has visa waiver agreements for short stays for holders of Diplomatic and Official/Service Passports from the following countries whose Parliaments have been invited to the 10th G20 Parliamentary Speakers' Summit (P20):

- Angola, Argentina, Bolivia, Cabo Verde, China, East Timor, Egypt, Equatorial Guinea, France, Germany, Guinea-Bissau, India, Indonesia, Italy, Japan, Mexico, Mozambique, Nigeria, Norway, Paraguay, Portugal, Republic of Korea, Russian Federation, São Tomé and Príncipe, South Africa, Spain, Türkiye, United Arab Emirates, United Kingdom and Uruguay.

Holders of Diplomatic and Official/Service Passports from the following countries require a visa to enter Brazil:

- Australia, Canada, Saudi Arabia and the United States of America.

Other types of passports

For ordinary passport holders, Brazil has visa waiver agreements for short stays with the following countries whose parliaments have been invited to the 10th G20 Parliamentary Speakers' Summit (P20):

- Argentina, Bolivia, France, Germany, Indonesia, Italy, Japan, Mexico, Norway, Paraguay, Portugal, Republic of Korea, Russian Federation, South Africa, Spain, Türkiye, United Arab Emirates, United Kingdom and Uruguay.

Ordinary passport holders from Australia, Canada and the United States are exempt from visa requirements until 10 April 2025.



Courtesy visa

In cases where a visa is mandatory, the Brazilian government will grant a courtesy visa (**VICOR**) to participants from countries whose parliaments have been invited to the 10th G20 Parliamentary Speakers' Summit (P20). These visas will allow multiple entries, will have a 90-day stay and will be valid until 28 February 2025.

The VICOR may be granted on presentation by the applicant of a note verbale from the applicant's country's chancellery or a letter of accreditation to be provided by the organizers of the 10th G20 Parliamentary Speakers' Summit (P20).

Participants must ensure that their passports are valid for at least six months and have two blank pages for validation.

Further information on the need for visas to enter Brazil can be found at:

<https://www.gov.br/mre/pt-br/assuntos/portal-consular/QGRVsimplesport12JAN24.pdf> (POR)



10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

8

ARRIVALS AND DEPARTURES



8. ARRIVALS AND DEPARTURES

Participants in the P20 Summit must make their own travel arrangements to Brasilia. The host Parliament will provide an arrival and departure service at Brasília International Airport—Presidente Juscelino Kubitschek, from 4 to 10 November 2024. For details on the transportation of the delegations, see item 9, “Transportation”, below.

Overflight and landing permits

Delegations wishing to arrive on official or private flights will have to request overflight and landing permits from the Brazilian Air Force General Staff. This request should be made by the diplomatic missions in Brazil and a copy should be sent to p20@cn.leg.br.

Embassies must inform all vehicles and personnel that need access to the air base or airport for the dignitary’s arrival and departure.

Immigration, customs and airport transfers

The Brazilian authorities will facilitate and expedite immigration procedures for the delegations taking part in the 10th G20 Parliamentary Speakers' Summit (P20). **Details of arrival and departure flights must be provided in advance during the accreditation process.**

If you are entering Brazil via a city other than Brasilia, please note that all international passengers arriving in Brazil must collect their luggage at the airport of entry for customs clearance. After the immigration procedures, the members of the delegation must collect their luggage and go through customs. Baggage must be rechecked at the domestic airline’s transfer counter before entering the domestic flight gate.

Please allow enough time for flight connection procedures.



10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

9

TRANSPORTATION





9. TRANSPORTATION

For the period from 4 to 10 November 2024, the Host Parliament will provide a shuttle service for delegations between the airport, hotels indicated in this Note, the meeting venue, and other points in the city related to the event, as follows:

- up to a limit of 8 members per delegation: unicameral parliaments, including the Pan-African Parliament and the European Parliament;
- up to a limit of 4 members per delegation: each House of bicameral parliaments; other international parliaments and bodies invited.

The availability of the transport service will depend on delegations providing the event organizers, in advance, with information about arrivals, departures and accommodation.

If delegations wish to add vehicles to their convoys on their own, they should send their requests to p20@cn.leg.br by **15 October 2024**. For logistical and security reasons, the P20 organizers may limit the number of additional vehicles to access the event venues.



10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

10

ACCOMMODATION





10. ACCOMMODATION

P20 Summit participants must make their own accommodation reservations and take responsibility for their stay in Brasilia.

As a courtesy, this Note presents the following non-exhaustive list of hotels in the best locations in Brasilia.



B Hotel Brasília

<https://bhotelbrasil.com.br/>

Phone#: + 55 61 3962-2000

WhatsApp: + 55 61 3962-2600

E-mail: reservas@bhotelbrasil.com.br

Link for discount:

<https://bhotelbrasil.letsbook.com.br/d/publiclink?r=77e4c4f02e244c30ba4d84bbf5ea9480&p=P20>





Royal Tulip Brasília Alvorada

<https://royal-tulip-brasilia-alvorada.goldentulip.com/pt-br/>

Phone#: + 55 61 3424-7000 / + 55 61 3424-7018

WhatsApp: + 55 61 3424-7018

E-mail:
rtbsba.reservas@goldentulip.com.br

Promotion code: CUPULADOP20



Cullinan HPlus Premium

<https://www.hplus.com.br/eventos/cullinan-hplus-premium-eventos/>

Phone#: 0800 601 3888

WhatsApp: +55 61 99102-1608

E-mail: reservas@hplus.com.br

Promotion code: P20BSB2024



Meliá Brasil 21

[https://www.melia.com/
pt/hoteis/brasil/brasil/melia-brasil-
21](https://www.melia.com/pt/hoteis/brasil/brasil/melia-brasil-21)

Phone#: +55 61 3218-4700

WhatsApp: +55 61 98228-2100

E-mail: melia.brasil21@melia.com



Link for discount:

<https://events.melia.com/en/events/multi-hotel/G20---10--C-pula-de-Presidentes-dos-Parlamentos-do-G20>



Brasil 21 Convention Affiliated by Meliá

[https://www.melia.com/pt/
hoteis/brasil/brasil/brasil-21-convention-
by-melia](https://www.melia.com/pt/hoteis/brasil/brasil/brasil-21-convention-by-melia)

Phone#: +55 61 3218-4700

WhatsApp: +55 61 98228-2100

E-mail: brasil21.convention@melia.com



Link for discount: <https://events.melia.com/en/events/multi-hotel/G20---10--C-pula-de-Presidentes-dos-Parlamentos-do-G20>



Tryp by Wyndham Brasília Nações

<https://www.wyndhamhotels.com/pt-br/tryp/brasil-brazil/tryp-brasil-nacoes/overview>

Phone#: +55 61 3246-9520

WhatsApp: +55 61 3246-9520

E-mail: recepcao@trypbrasil.com.br

Promotion code: GRUPOP20

Brasília Palace Hotel

<https://www.plazabrasilia.com.br/brasiliapalace>

Phone#: 3319-3543 (accommodation booking) / +55 61 3306-9000 (general)

E-mail:
reservaspalace@plazabrasilia.com.br





Brasil 21 Suites Affiliated by Meliá

<https://www.melia.com/pt/hoteis/brasil/brasilia/brasil-21-suites-by-melia>

Phone#: +55 61 3218-4700

WhatsApp: +55 61 98228-2100

E-mail: brasil21.suites@melia.com

Link for discount: <https://events.melia.com/en/events/multi-hotel/G20---10--C-pula-de-Presidentes-dos-Parlamentos-do-G20>

Lets Idea Brasília Hotel

<https://letshotels.com.br/>

Phone#: +55 (61) 3424-2530 /

+55 (61) 3424-2500 (24h)

WhatsApp: +55 61 3424-2525/ +55 61 3424-2526

E-mail:
reservas.bsb@letshotels.com.br

Promotion code: P20





10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

11

SECURITY





11. SECURITY

The Host Parliament will take the necessary measures for the security of the participating delegations during the 10th G20 Parliamentary Speakers' Summit (P20).

Delegations can be accompanied by their own security team, if the limits on the number of advisors per delegation for access to the venue are respected. Please check with your local embassy about the procedures required to obtain a gun permit.

The use of communication devices by the security team is permitted, but the radio frequencies used must be authorized by Brazil's National Telecommunications Agency (ANATEL). Please consult your embassy for the necessary procedures.

Security-related questions should be sent to security.p20@cn.leg.br.



10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

12

BILATERAL MEETINGS





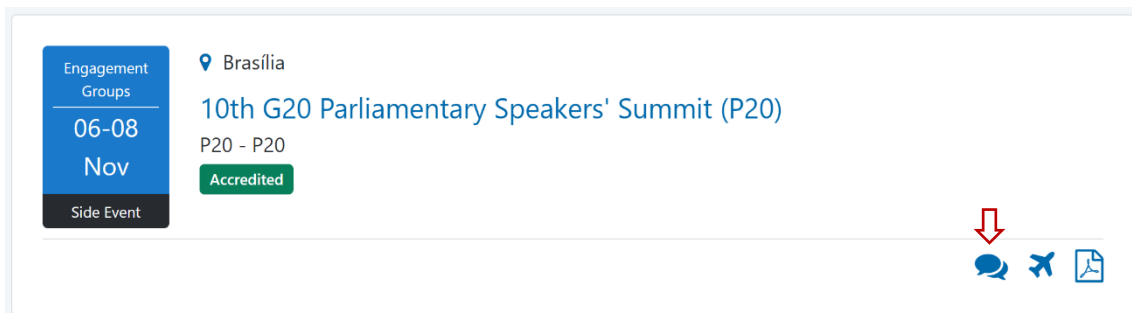
12. BILATERAL MEETINGS

The 10th G20 Parliamentary Speakers' Summit (P20) will have eight bilateral meeting rooms, which will be available on all three days of the event, at the following times:

- 6 November, from 15:30 to 18:30
- 7 November, from 12 noon to 18:00
- 8 November, from 09:30 to 13:00

Bookings can be made directly on the accreditation system by anyone accredited for the P20 Summit. Each delegation can make up to two 30-minute appointments per day and per room.

To book a room for bilateral meetings, participants must log on to the accreditation system at <https://g20.org/accreditation>. After logging in, the events for which you are registered will appear. Then click on the icon where the arrow is positioned in the picture below, in the corresponding event:





First, the desired day for scheduling the bilateral meeting room must be selected (“6 November 2024”; “7 November 2024”; or “8 November 2024”). The next step is to select a room from the eight available for bilateral meetings.

Bilateral Room Booking Back

Engagement Groups **Side Event**

10th G20 Parliamentary Speakers' Summit (P20)

Brasilia

P20 - P20

Nov,06-08



Accreditation



Aug,23 - Oct,15

Select a date

6 Nov 2024 **7 Nov 2024** 8 Nov 2024

Select a room

Plenário 2   16

Plenário 4-A   16

My Bookings

No booking founded for this event.



The participant must then choose the time and click on “book”. Unavailable times will appear as “unavailable” and will be filled in grey. To see only the available times, the participant must click on “show only available periods”.

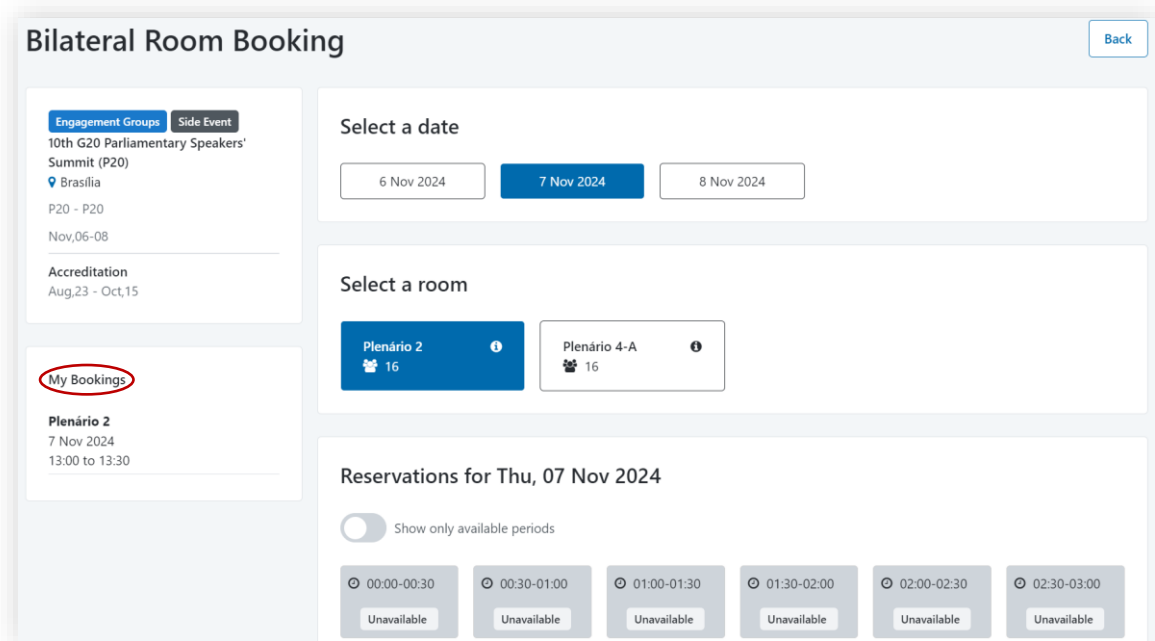
Reservations for Thu, 07 Nov 2024

Show only available periods

| | | | | | |
|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| 00:00-00:30 Unavailable | 00:30-01:00 Unavailable | 01:00-01:30 Unavailable | 01:30-02:00 Unavailable | 02:00-02:30 Unavailable | 02:30-03:00 Unavailable |
| 03:00-03:30 Unavailable | 03:30-04:00 Unavailable | 04:00-04:30 Unavailable | 04:30-05:00 Unavailable | 05:00-05:30 Unavailable | 05:30-06:00 Unavailable |
| 06:00-06:30 Unavailable | 06:30-07:00 Unavailable | 07:00-07:30 Unavailable | 07:30-08:00 Unavailable | 08:00-08:30 Unavailable | 08:30-09:00 Unavailable |
| 09:00-09:30 Unavailable | 09:30-10:00 Unavailable | 10:00-10:30 Unavailable | 10:30-11:00 Unavailable | 11:00-11:30 Unavailable | 11:30-12:00 Unavailable |
| 12:00-12:30 Book | 12:30-13:00 Book | 13:00-13:30 Book | 13:30-14:00 Book | 14:00-14:30 Book | 14:30-15:00 Book |
| 15:00-15:30 Book | 15:30-16:00 Book | 16:00-16:30 Book | 16:30-17:00 Book | 17:00-17:30 Unavailable | 17:30-18:00 Book |
| 18:00-18:30 Unavailable | 18:30-19:00 Unavailable | 19:00-19:30 Unavailable | 19:30-20:00 Unavailable | 20:00-20:30 Unavailable | 20:30-21:00 Unavailable |
| 21:00-21:30 Unavailable | 21:30-22:00 Unavailable | 22:00-22:30 Unavailable | 22:30-23:00 Unavailable | 23:00-23:30 Unavailable | |



The booking will automatically appear in the “My Bookings” field on the left-hand side of the participant’s screen. It is important to know the start and end times of the meeting and the limitation of two appointments (of 30 minutes each) per day and room for each delegation.



Bilateral Room Booking Back

Engagement Groups **Side Event**
10th G20 Parliamentary Speakers' Summit (P20)
Brasília
P20 - P20
Nov,06-08

Accreditation
Aug,23 - Oct,15

My Bookings

Plenário 2
7 Nov 2024
13:00 to 13:30

Select a date

6 Nov 2024 **7 Nov 2024** 8 Nov 2024

Select a room

Plenário 2 ⓘ
16

Plenário 4-A ⓘ
16

Reservations for Thu, 07 Nov 2024

Show only available periods

| | | | | | |
|-------------|-------------|-------------|-------------|-------------|-------------|
| 00:00-00:30 | 00:30-01:00 | 01:00-01:30 | 01:30-02:00 | 02:00-02:30 | 02:30-03:00 |
| Unavailable | Unavailable | Unavailable | Unavailable | Unavailable | Unavailable |

If there is a need to cancel the booking, the participant must re-enter the system via the same path and request the cancellation by clicking on “Unbook”.



10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

13

PRESS



13. PRESS

Press rooms equipped with a broadcast screen will be available for both official and private press at the venue.

For accreditation purposes, the official press includes press officers, camera operators, photographers, or similar individuals directly associated with the attending authorities.

Press members from broadcasters and government agencies must register as private press.

Official press accreditation

Accreditation will be coordinated by the DAO through the same system used for the official delegation (see item 6, "Accreditation system", p. 21, above).

Members of the official press will be registered under the designation "Media" in the "Role" field of the accreditation system.

Accreditation passes will be distributed with the official delegation package.



Private press accreditation

Members of the press interested in covering the meeting must apply for accreditation by completing the form available at the following link: <https://www.g20.org/pt-br/credenciamento>.

The accreditation system for private press will be open from **18 September to 18 October 2024**.

Due to security concerns and space limitations at the venue, the number of press credentials issued will be limited. The goal is to accommodate as many media outlets as possible within the venue's capacity. Therefore, applying for accreditation does not guarantee approval.

Permanent press credentials from the Chamber of Deputies and the Federal Senate will not be accepted.

Credentials, which are personal and non-transferable, will be distributed at a designated location, date and time to be announced in due course.



Equipment

The procedure for the temporary admission of press equipment is regulated by the Brazilian Federal Revenue Service. Goods belonging to members of the official press must be declared on a printed form, as outlined in the annex to IN RFB no. 602/2005. It is recommended that each delegation submits a single form listing all equipment to be admitted into the country. The form can be accessed through the following link: https://www.gov.br/receitafederal/pt-br/assuntos/aduana-e-comercio-exterior/viagens-internacionais/guia-do-viajante/entrada-no-brasil/Anexo_Unico.pdf

Additional information is available on the website: <https://www.gov.br/receitafederal/pt-br/assuntos/aduana-e-comercio-exterior/viagens-internacionais/guia-do-viajante/entrada-no-brasil/admissao-temporaria>

For private press professionals, the declaration must be made individually using the electronic form e-DBV, which can be completed before arrival in Brazil via the following link: <https://www.edbv.receita.fazenda.gov.br/edbv-viajante/pages/selecionarAcao/selecionarAcao.jsf>

Private press members appointed as part of foreign delegations by a Note Verbale from their respective embassies or ministries of foreign affairs may also use the form attached to IN RFB no. 602/2005 for temporary equipment admission. Further information can be found on the website: <https://www.gov.br/receitafederal/pt-br/assuntos/aduana-e-comercio-exterior/viagens-internacionais/guia-do-viajante/e-dbv>.



10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

14

PLACES OF INTEREST



14. PLACES OF INTEREST

THREE POWERS PLAZA

A large open public space that houses the headquarters of the three branches of the Brazilian government: the National Congress (legislative branch), the Planalto Palace (executive branch), and the Federal Supreme Court (judicial branch). The Plaza and its



surrounding buildings were designed by Oscar Niemeyer and Lúcio Costa. At its centre is Bruno Giorgi's sculpture "Os Candangos," a tribute to the workers who migrated to build the federal capital. Other attractions around the square include the Nation's Pantheon, Lúcio Costa Space and the Tea House.

PALACE OF THE NATIONAL CONGRESS

(see also item "Meeting venue", p. 6, above)

This is the house of the Federal Legislative Branch, consisting of the Chamber of Deputies and the Federal Senate. The palace will host the P20 Summit. Guided tours in Portuguese, English, Spanish or French will be available during the event for the delegations.





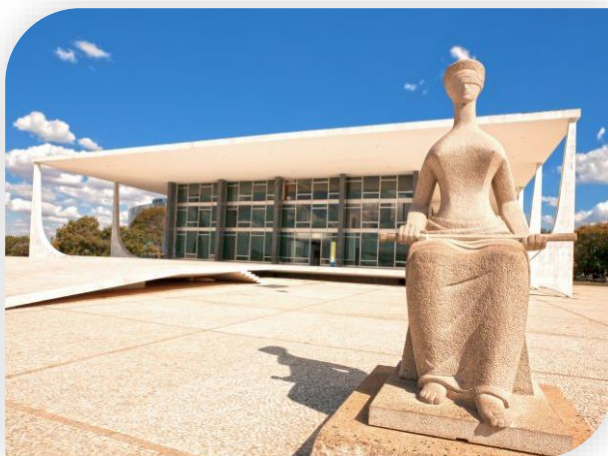
PLANALTO PALACE

This is the headquarters of the Federal Executive and the workplace of the President. Designed by architect Oscar Niemeyer and completed in April 1960, the building houses a significant collection of artworks by various artists representing modernism in Brazil, including Burle Marx, Bruno Giorgi, Di Cavalcanti



and Athos Bulcão. Free public visits are available on Sundays from 09:00 to 14:00 and can be booked online at https://visitapr.presidencia.gov.br/exec/index_login_unico.php.

PALACE OF THE FEDERAL SUPREME COURT (STF)



This building was designed by Oscar Niemeyer to serve as home of the highest court of the Brazilian Judiciary. The STF Palace offers free visits, with appointments available no later than 30 days in advance at <https://portal.stf.jus.br/textos/verTexto.asp?servico=sobreStfVisitacaoPublica>.



TEA HOUSE

Designed between 1965 and 1966 by Oscar Niemeyer, the Tea House was created as a meeting point and resting place in the Three Powers Plaza. The building offers an



unobstructed view of the horizon, giving a sense of lightness and floating. Recognized as a heritage site by the National Historical and Artistic Heritage Institute (Iphan), it is open from Wednesday to Sunday, from 10:00 to 19:00.

ITAMARATY PALACE

Designed by Oscar Niemeyer and inaugurated in 1970, the Itamaraty Palace is the headquarters of Brazil's Ministry of Foreign Affairs (MRE). Also known as the Palácio dos Arcos, it was designed to present Brazil to foreign visitors, and is built mainly with national materials. Its halls feature works by both Brazilian and foreign artists with strong ties to the country. Guided tours are available from Tuesday to Sunday in Portuguese, Spanish, French or English. Appointments must be made in advance at <https://www.gov.br/mre/pt-br/assuntos/palacio-itamaraty/visite-o-itamaraty>.





METROPOLITAN CATHEDRAL



The Metropolitan Cathedral of Our Lady of Aparecida, commonly known as the Cathedral of Brasilia, is one of architect Oscar Niemeyer's most celebrated and awarded works. Niemeyer received the Pritzker Prize, the highest honour in world architecture, for this project in 1988. The Cathedral is an

iconic example of Brazilian modernism, known for its reinforced concrete structure, harmonious curves and bold shapes.

NATIONAL MUSEUM OF THE REPUBLIC

Located on the Esplanade of Ministries, the National Museum was designed by Oscar Niemeyer and, along with the National Library of Brasilia, forms part of the Cultural Complex of the Republic. The museum hosts various national and international temporary exhibitions, seminars, workshops, film screenings, theatre festivals, and



other cultural and social activities. The full programme can be found on social media: <https://www.instagram.com/museunacionaldarepublica>.



TV TOWER

Standing at 230 metres, the TV Tower is the second tallest structure in Brazil and one of the most visited landmarks in the federal capital. It features a lookout point 75 metres above the ground, offering stunning panoramic views of the city's urban layout,



including the city's South and North Wings, framed by Lake Paranoá. Next to the tower is the famous Tower Fair, offering souvenirs and local handicrafts. The TV Tower viewpoint is open for free visits from Tuesday to Sunday, from 09:00 to 18:45.

MS SARAH KUBITSCHK CITY PARK

The largest urban park in [South America](#), covering 4.2 km² (about 10 times the size of Vatican City), this park is one of Brasilia's main outdoor [leisure](#) centers. It features sports courts, [artificial lakes](#), an [amusement park](#), an [equestrian centre](#), and trails for walking, [skating](#), and [cycling](#). The [park](#) is considered a heritage site of [Brasilia](#).





CHORO CLUB (Clube do Choro)

The Clube do Choro de Brasilia is an association dedicated to promoting and preserving choro, a genre of Brazilian popular music that emerged in Rio de Janeiro in the late 19th century. Located on the Monumental Axis, the club's current headquarters were designed by Oscar Niemeyer and completed in 2011. In 2008, the Clube de Choro de Brasilia was declared an intangible heritage of Brasilia. The concert schedule can be found at <https://clubedochoro.com.br/>.



MANE MARKET



A gastronomic complex with a prime view of Brasilia's Mané Garrincha National Stadium, Mané Market offers a variety of restaurants and bars with inclusive menu options, including gluten-free, lactose-free, vegetarian and vegan food. It is open Monday to Saturday from 12 noon to 23:00, and Sundays from 11:00 to 23:00. For more information, visit <https://mane.com.vc/>.



INDIGENOUS PEOPLES MEMORIAL

This Brazilian museum, cultural centre and research institution is dedicated to the preservation of Brazil's indigenous culture. Designed by Oscar Niemeyer, the building's architecture is inspired by a Yanomami maloca (an indigenous collective dwelling). Located on the Monumental Axis, the museum is open from Tuesday to Sunday, from 09:00 to 17:00.



JK MEMORIAL

A museum, mausoleum and cultural centre inaugurated in 1987, the JK Memorial was built in tribute to the 21st President of Brazil, Juscelino Kubitschek, under whose government (1956-1961) Brasilia was constructed. Designed by Oscar Niemeyer at the



request of Juscelino's widow, former First Lady Sarah Kubitschek, the memorial houses photos and artefacts from their lives. Located on the Eixo Monumental, it is open from Tuesday to Sunday, from 09:00 to 18:00.



SOUTH LAKE'S PONTÃO

This is a leisure centre on the shores of Lake Paranoá, one of the largest artificial lakes in the world, created by damming the Paranoá River. South Lake's Pontão offers various leisure options, including restaurants, bars, kiosks, a children's playground, exhibitions and sporting events. It is open from 07:00 to midnight, Sunday to Thursday, and from 07:00 to 01:00 on Fridays and Saturdays. More information is available at



<https://www.pontao.com.br/home>.

BANCO DO BRASIL CULTURAL CENTER – BRASILIA (CCBB)

Inaugurated on 12 October 2000, CCBB Brasilia is located in the Tancredo Neves Building, an architectural masterpiece by Oscar Niemeyer. The centre aims to bring



together all forms of art and creativity in one space, offering ample living areas, a bistro, art galleries, a cinema, a theatre, a central square and gardens. The venue hosts exhibitions, concerts, film screenings, performances and more. The programme is available on the website <https://ccbb.com.br/brasil/>.



BRASILIA BOTANICAL GARDEN

The Brasilia Botanical Garden is a living museum, featuring themed gardens open to the public. Its mission is to build and maintain plant collections, conduct research, and promote environmental education and leisure activities focused on conserving biodiversity. Open from Tuesday to Sunday, from 09:00 to 17:00.



Its mission is to build and maintain plant collections, conduct research, and promote environmental education and leisure activities focused on conserving biodiversity. Open from Tuesday to Sunday, from 09:00 to 17:00.

STANDARD BLOCK AND IGREJINHA

Founded in 1962, the standard block was designed by Lucio Costa with landscaping by Burle Marx, tiles by Athos Bulcão, and the Igrejinha [Little Church] and Escola Parque by Oscar Niemeyer. The block follows the original plan's vision of bringing essential services close to the community. The original model consists of the blocks SQS 107, 108, 307, and 308. At the centre of these four blocks is the Nossa Senhora de Fátima Church, the Igrejinha, designed by Oscar Niemeyer in 1958. Its unique shape was inspired by a nun's hat. Due to its historical and architectural significance, the church was declared a National Historic and Artistic Heritage Site in 2007.





DOM BOSCO SANCTUARY

This Catholic church is located in Brasilia's South Wing. It is renowned for its stunning stained-glass windows and is considered one of the Seven Wonders of Brasilia's Cultural Heritage. The church was established by the Salesians in collaboration with the Federal Government, under the inspiration of Don Bosco, the patron saint of Brasilia.





To learn more about these and other attractions in Brasilia and the surrounding region, visit the guides in the Routes to Brasilia Collection, produced by the Department of Tourism of the Federal District, with texts available in Portuguese and English:

Cerrado Route: https://www.turismo.df.gov.br/wp-content/uploads/2020/11/miniguia_rota_cerrado_setur_visualizacao.pdf

Nautical Route: https://www.turismo.df.gov.br/wp-content/uploads/2020/11/miniguia_rota_nautica_setur_visualizacao.pdf

Architectural Route: https://www.turismo.df.gov.br/wp-content/uploads/2020/11/miniguia_rota_arquitetonica_setur_visualizacao.pdf

Cultural Route: https://www.turismo.df.gov.br/wp-content/uploads/2020/11/miniguia_rota_cultural_setur_visualizacao.pdf

Civic Route: https://www.turismo.df.gov.br/wp-content/uploads/2020/11/miniguia_rota_civica_setur_visualizacao.pdf

Peace Route: https://www.turismo.df.gov.br/wp-content/uploads/2020/11/miniguia_rota_paz_setur_visualizacao.pdf



10th G20 PARLIAMENTARY SPEAKERS' SUMMIT

15

USEFUL INFORMATION





15. USEFUL INFORMATION

Currency and exchange rate: Brazil's official currency is the Real (R\$ or BRL). International credit cards and national debit cards are widely accepted, with MasterCard and Visa being the most commonly used in commercial establishments. However, keep in mind that many tourist attractions may only accept cash payments. Currency exchanges can be done at any exchange bureau, many of which operate in Brazilian airports. Additionally, local currency withdrawals from ATMs [*Banco 24H*] are available throughout the country.

Electricity: Electrical voltage in Brazil varies between 110V and 220V, depending on the location. Brasilia uses 220V. Brazilian sockets are type N with a 3-pin standard. For safety reasons, the sockets are recessed, so power only flows when plugs are fully inserted to prevent accidental contact with energized plugs.



Although most hotels can provide adapters for international devices, due to the high number of foreign visitors, it is recommended that delegations bring their own adapters.

Weather: November in Brasilia is rainy, with daily maximum temperatures around 27°C (81°F) and minimum temperatures around 18°C (64°F).

Official time in Brasilia: UTC -3.

Sanitary: The Brazilian Ministry of Health advises international travellers to update their vaccinations before arriving in Brazil, following the vaccination guidelines of their home country, especially for yellow fever, polio, measles, rubella, diphtheria, tetanus and dengue. Using insect repellent is also recommended to prevent mosquito bites and reduce the risk of contracting diseases like dengue, Zika and other vector-borne illnesses.



Useful telephone numbers:

- 193 – Fire Brigade
- 192 – SAMU (Emergency Ambulance Service)
- 190 – Military Police
- 194 – Federal Police
- 180 – Women’s Helpline



Important dates

| | |
|----------------------|---|
| 18 Sep. 2024 | Registration of participants begins |
| | Private press accreditation begins |
| 20 Sep. 2024 | Release of the <i>zero draft</i> of the outcome document |
| 30 Sep. 2024 | Deadline for confirmation of participation |
| 1 Oct. 2024 | Deadline for nomination of DAO |
| 10 Oct. 2024 | Deadline for comments on the <i>zero draft</i> |
| | Deadline for indication of focal points for outcome document negotiations |
| 15 Oct. 2024 | Deadline for requesting translation booths |
| | Deadline for indicating speaking preferences |
| | Deadline for requesting the inclusion of own vehicles in the convoy |
| 18 Oct. 2024 | Participant registration closes |
| | Private press accreditation closes |
| | Release of the revised draft outcome document (REV.1) |
| Week of 21 Oct. 2024 | Virtual meeting on <i>REV. 1</i> of the draft outcome document |
| Week of 28 Oct. 2024 | Virtual meeting on the draft outcome document |
| 4 Nov. 2024 | Delegation reception begins |
| 6 Nov. 2024 | Start of the 10 th G20 Parliamentary Speakers' Summit (P20) |
| 8 Nov. 2024 | Closing of the 10 th G20 Parliamentary Speakers' Summit (P20) |
| 10 Nov. 2024 | Delegation reception service closes |

Important contacts

- General inquiries about the event: p20@cn.leg.br
- Accreditation: accreditation.p20@cn.leg.br
- Security: security.p20@cn.leg.br
- Press: press.p20@cn.leg.br
- Outcome document: declaration.p20@cn.leg.br



 **P20**
PARLIAMENT 2024 BRASIL

10th G20
PARLIAMENTARY
SPEAKERS' SUMMIT

| | | |
|-------------------|---|-------------------------|
| SENADO FEDERAL |  | CÂMARA DOS DEPUTADOS |
|-------------------|---|-------------------------|