



142nd IPU ASSEMBLY AND RELATED MEETINGS

Geneva, 16–20 April 2020

Convocation

A/142/C.1
14 December 2019

Dear Madam President,
Dear Mr. President,

The 142nd Assembly of the Inter-Parliamentary Union and related meetings will be held at the International Conference Centre of Geneva (CICG), Switzerland, from Thursday, 16 to Monday, 20 April 2020.

We are pleased to enclose detailed information on these meetings, including the agendas of the main IPU statutory bodies. We very much hope that your Parliament will be represented at the 142nd Assembly and that the delegation, under your leadership, will take an active part in the proceedings.

Yours sincerely,

Gabriela CUEVAS BARRON
President

Martin CHUNGONG
Secretary General

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#IPU142

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INFORMATION ON THE ASSEMBLY

AGENDA

1. Election of the President and Vice-Presidents of the 142nd Assembly
2. Consideration of requests for the inclusion of an emergency item in the Assembly agenda
3. General Debate on the theme *Parliamentary leadership for a people-centred economy: Work and well-being, inclusion and sustainability for the twenty-first century*
4. *Parliamentary strategies to strengthen peace and security against threats and conflicts resulting from climate-related disasters and their consequences*
(Standing Committee on Peace and International Security)
5. *Mainstreaming digitalization and the circular economy to achieve the SDGs, particularly responsible consumption and production*
(Standing Committee on Sustainable Development)
6. Reports of the Standing Committees
7. Approval of the subject items for the Standing Committee on Peace and International Security and for the Standing Committee on Sustainable Development for the 144th Assembly and appointment of the Rapporteurs
8. Amendments to the IPU Statutes and Rules

TIMETABLE

The Timetable of the Assembly and related meetings is set out in **Annex 1**.

The Governing Council will convene on 17 and 20 April and will consider and take decisions on a host of matters relating to the functioning and activities of the IPU. The agenda of the 206th session of the IPU Governing Council is attached.

The Assembly will start its General Debate on 17 April with the high-level segment reserved for Speakers of parliament. At its sittings on 19 and 20 April, the Assembly will adopt resolutions on the emergency item and on the subject items taken up by the Standing Committees. The Assembly is expected to conclude with the outcome document on the theme of its General Debate and wrap up business by 7 p.m. on Monday, 20 April 2020.

EMERGENCY ITEM

According to Assembly Rule 11.1 and Article 14.2 of the IPU 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 Saturday, 18 April. 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 19 April 2020.

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. All proposals for an emergency item should be accompanied by 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 (Rule 1.2 of the Rules of the Governing Council).

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 be immediately 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; otherwise by a two-thirds majority.

STANDING COMMITTEES

The Standing Committee on Peace and International Security will discuss and adopt a resolution on *Parliamentary strategies to strengthen peace and security against threats and conflicts resulting from climate-related disasters and their consequences*.

The Standing Committee on Sustainable Development will discuss and adopt a resolution on the issue of *Mainstreaming digitalization and the circular economy to achieve the SDGs, particularly responsible consumption and production*.

The other two Standing Committees will hold hearings and panel discussions on the basis of recommendations from their respective Bureaux. The agendas of the four Standing Committees, as approved at the 141st IPU Assembly, are attached.

Member Parliaments are kindly reminded that Bureau members and other IPU office holders should be included in the national delegations to the Assembly.

A meeting of the Chairpersons of the Geopolitical Groups and the Presidents of the Standing Committees with the President and Secretary General of the IPU will take place on Thursday, 16 April, from 11.30 a.m. to 1 p.m. The Secretaries of the Geopolitical Groups and Standing Committees are also invited to attend the meeting.

PARTICIPATION

IPU Member Parliaments may appoint a maximum of eight delegates, or 10 for parliaments of countries with a population of 100 million inhabitants or more (Article 10.2 of the Statutes). The number of additional MPs accompanying delegations as advisers must not exceed two.

Members may also 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 two consecutive sessions of the Assembly, is composed exclusively of parliamentarians of the same sex will automatically be reduced by one person (Article 10.4 of the Statutes). Please note that the Forum of Women Parliamentarians will meet on Thursday, 16 April, and on Sunday, 19 April to renew half of the membership of its Bureau. The Forum is **open to both women and men parliamentarians** who are attending the 142nd Assembly. The draft agenda is attached.

Geopolitical groups are kindly requested to schedule their meetings on **Wednesday, 15 April**, or at another time which does not conflict with the meeting of the Forum of Women Parliamentarians.

The Forum of Young Parliamentarians of the IPU will meet on Friday, 17 April. Among other things, the Forum will formulate and provide input to the deliberations of the Assembly. The draft agenda of the Forum's meeting is attached.

In addition to the Secretaries General who will attend the regular session of the Association of Secretaries General of Parliaments (ASGP), Members are encouraged to include professional parliamentary staff (IPU focal points) in their delegations, with a view to ensuring adequate support during and in follow-up to the Assembly (in particular in terms of meeting the statutory obligation by Members to prepare and disseminate reports on action undertaken on IPU decisions and resolutions).

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. Depending on actual attendance at the 142nd Assembly, 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 required for a possible vote by the Assembly or Governing Council.

Due to the increasing number of parliamentary delegations attending IPU Assemblies, permanent observers are informed that not all observer nameplates will be placed in the Hall. Every effort will be made to reserve seats at the back of the room for parliamentary organizations and assemblies. Additional seating will be available in the Galleries. When a permanent observer is registered to take the floor in the General Debate, they will be invited to go to the "next speaker" seat at the front of the Hall, just prior to delivering their speech.

STEERING COMMITTEE

The Steering Committee of the Assembly is composed of the President of the Assembly, the President of the Inter-Parliamentary Union and the Vice-President of the Executive Committee. The Presidents of the Standing Committees may take part in the work of the Steering Committee in an advisory capacity.

The Steering Committee, assisted by the IPU Secretary General, is mandated to take all appropriate measures to ensure the effective organization and smooth running of the Assembly proceedings. The first sitting of the Steering Committee is scheduled for the early morning of Friday, 17 April 2020.

VACANCIES TO BE FILLED DURING THE 142nd ASSEMBLY

A provisional list of vacancies for IPU bodies will be 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-ipu/structure-and-governance). Candidates should have the 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 currently not holding IPU offices are encouraged to submit candidatures.

When submitting candidatures, delegations are requested also to return the form in **Annex 2**, accompanied by a brief CV of the candidate.

PREPARATION OF DRAFT RESOLUTIONS AND SELECTION OF AGENDA ITEMS

The deadlines pertaining to the preparation of resolutions for the Standing Committee on Peace and International Security and the Standing Committee on Sustainable Development are the following:

27 March 2020	Deadline for Member Parliaments to submit written amendments to the draft resolution.
16–19 April 2020	Committees meet to debate, amend and adopt the draft resolution. Co-Rapporteurs present the draft resolutions and provide advice throughout the drafting process.
20 April 2020	142 nd IPU Assembly formally adopts the resolution.

All Members can contribute to the drafting of resolutions by submitting a brief written input (Article 13.1 of the Rules of the Standing Committees). The deadline for written input to the First and Second Standing Committees has passed (9 December 2019). Members are encouraged to submit input for the draft resolution to be adopted by the Third Standing Committee (Democracy and Human Rights) at the 143rd IPU Assembly (October 2020), on *Legislation worldwide to combat online sexual child exploitation*. Written input to this draft resolution is welcome by 11 May 2020.

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 subject items to be taken up by the Standing Committee on Peace and International Security by 17 April 2020 and for the Standing Committee on Sustainable Development by 18 April 2020 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. When considering the proposals for subject items to be discussed at future Assemblies, the Bureau may recommend one of the proposals, combine two or more of them dealing with the same subject or related subjects into a single item, put forward another subject item or decide to submit more than one proposal to the Standing Committee.

GENERAL DEBATE (Item 3 of the agenda)

A concept note on the overall theme of the General Debate of the 142nd Assembly will be circulated and posted on the Assembly webpage in the coming weeks.

In 2018, the Governing Council and the Assembly approved statutory amendments including with regard to speaking time and rights in the General debate.

Amended Assembly Rule 22 reads "*Two representatives of each delegation may speak during the General Debate. 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.*"

All young MPs (MPs under the age of 45) registered as third speakers will appear at the end of the Speakers' list (on a separate list D) and will be invited to deliver their addresses at the end of the General Debate.

Speaking time will be determined based on the number of registered speakers, according to 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.

Registration of speakers will take place at the desk situated just outside the main entrance to the Plenary Hall (Room 1) on the first floor of the International Conference Centre of Geneva (CICG). This desk will open 24 hours before the beginning of the first plenary sitting of the Assembly, on Thursday, 16 April at 11 a.m.

Members may also send the names of their speaker(s) in advance to the IPU Secretariat by e-mail or fax, using the attached speakers' pre-registration form (**Annex 3**). As per established practice, the order of speakers will be determined by a public drawing of lots at 5 p.m. on Thursday, 16 April 2020.

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 them will 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 Documents Submission and Control Service (office 224/225, on the second floor of the CICG), by 3 p.m. on Friday, 17 April 2020.

ALLOCATION OF VOTES

A provisional table showing the votes allocated to delegations to the 142nd Assembly is contained in **Annex 4**.

Member Parliaments are kindly requested to check the figures against their country name and, if necessary, inform the IPU Secretariat in Geneva 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, and for some sittings of the Standing Committees. These booths are provided free of charge and may be used by the interpretation teams for these languages.

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

Delegates may deliver their speech in another language provided that they arrange for it to be interpreted into one of the IPU's official languages (English and French) by a person designated by them, who will be given access to an interpretation booth. To allow for all necessary arrangements to be made in good time, delegations should contact well in advance the Chief Interpreter (Ms. F. Steinig-Huang) or the English booth interpreters assigned to the meeting at which the speech will be delivered. Moreover, eight copies of the translation of the speech into one of the IPU's official languages should be given to the Chief Interpreter or to the English booth for distribution to the other interpreters.

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

E-mailing the speech (**a minimum of three hours before it is to be made**) will also help to ensure a high quality of simultaneous interpretation into the other working languages.

Documentation pertaining to the work of the Assembly, Governing Council, Standing Committees and other IPU bodies, as well as other events taking place during the 142nd Assembly, will be available on the IPU website at: www.ipu.org/event/142nd-assembly-and-related-meetings, as well as on the Assembly App.

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. In particular, delegates are informed that, for the Governing Council sessions, parliamentary and associate member delegations of up to five parliamentarians will receive one set of documents; larger delegations will receive two sets of documents. The documents will be placed directly at each delegation's desk in the Plenary Hall. Permanent observers may obtain copies of Governing Council documents from the "print on demand" service.

ASSEMBLY APP

The 142nd Assembly App will be available for downloading, free of charge, in March 2020. A short users' manual in English and French will be posted on the website. 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.

MEETINGS OF OTHER BODIES

The following IPU bodies will also meet during the Assembly:

- Executive Committee (14, 15 and 19 April, *in camera*);
- Sub-Committee on Finance (14 April, *in camera*);
- Forum of Women Parliamentarians (16 and 19 April, *public sittings*);
- Forum of Young Parliamentarians of the IPU (17 April, *public sitting*);
- Board of the Forum of Young Parliamentarians of the IPU (17 April, *in camera*);
- Bureau of Women Parliamentarians (16, 19 and 20 April, *in camera*);
- Gender Partnership Group (15 and 19 April, *in camera*);
- Committee on the Human Rights of Parliamentarians (15 to 19 April, *in camera*);
- Committee on Middle East Questions (16 and 18 April, *in camera*);

- High-level Advisory Group on Countering Terrorism and Violent Extremism (19 April, *in camera*);
- Group of Facilitators for Cyprus (16 April, *in camera*);
- Committee to Promote Respect for International Humanitarian Law (IHL) (18 April, *in camera*);
- Advisory Group on Health (17 April, *closed meeting*, English only).

The Association of Secretaries General of Parliaments (ASGP) will also meet at the International Conference Centre of Geneva (CICG) during the Assembly. It will be convened by its President.

RESULTS OF THE ASSEMBLY

All delegations will receive one printed copy of the *Results* of the 142nd Assembly. In addition, the document will become accessible on the IPU website two weeks after the close of the Assembly, when a complete electronic version can be downloaded in PDF format.

ADDITIONAL INFORMATION

Further information concerning the session will be provided in the Assembly Guidebook that will be distributed, in limited quantities, to delegations upon registration in Geneva. It will also be available on the IPU website and on the Assembly App, as will the Assembly Journal. The Journal provides the latest updates on the programme of meetings and other important information.

REGISTRATION

All delegations are requested to respect the registration deadline of 30 March 2020 and should use the IPU online registration system. Instructions on how to use the system will be posted on the IPU website and sent by email to all delegations in the course of the month of January 2020. It is recommended that only one person be designated as the delegation coordinator and have access to the system.

If for any reason a Parliament is unable to register online, the composition of its delegation may be transmitted either by e-mail: postbox@ipu.org or fax (+41 22 919 41 60).

The Registration and Information Desk will be open at the International Conference Centre of Geneva (CICG) as of Wednesday, 15 April 2020 from 9 a.m. to 6.30 p.m. and from 16 to 20 April from 8 a.m. to 6.30 p.m.

Important:

As part of the online registration procedure, **delegates are requested to provide their individual e-mail addresses and Committee assignments**. By doing so, they tacitly accept to be added to the IPU's mailing list and will receive regular updates on the work of the IPU. This information will also serve as the basis for an IPU database to facilitate networking among MPs.

HOTEL ACCOMMODATION

April is a busy month for hotels in Geneva. Delegates are therefore advised to make their hotel reservations as soon as possible. Those delegations from countries with a Permanent Mission in Geneva are invited to contact their respective Mission, as they are accustomed to receiving delegations to UN meetings and handling hotel reservations. Many of them have agreements for preferential rates with hotels close to the Palais des Nations area and the CICG.

For those Members without diplomatic representation in Geneva, as well as Associate Members and official observers, the IPU Secretariat has pre-booked a limited number of rooms at the following hotels:

- **Mövenpick** www.movenpick.com/en/europe/switzerland/geneva/hotel-geneva (5-star, located close to the airport, offers a shuttle service morning and evening to the CICG), prices start from CHF 230 for a classic room with breakfast. Please contact Reservation.Geneva.Airport@movenpick.com, quoting IPU Assembly, to make your reservations.
- **Ibis Centre Genève Nations** www.ibis.com/fr/hotel-8069-ibis-geneve-centre-nations/index.shtml (3-star, 10-15 minute walk to the CICG), prices start from CHF 140 for a standard single room with breakfast. Please contact H8069-re@accor.com, quoting IPU Assembly to make your reservations.
- **Ibis Budget Genève** (1-star, close to the airport), prices ranging from 110 to 190 CHF for a standard room including breakfast. Please contact H5653-BO@accor.com, quoting IPU Assembly to make your reservations.

An electronic copy of the Ibis hotel booking forms can be obtained from the IPU Secretariat (postbox@ipu.org). In general, the preferential negotiated rates are available until early March 2020, after which the rooms will be released.

In keeping with the practice of hotels in Geneva, only reservations made with a credit card guarantee will be confirmed. It is also possible to make reservations online via the Tourist Office's website at: www.geneve-tourisme.ch/en/accommodation.

VISAS

Switzerland is an Associate Member of the Schengen Agreement and part of the Schengen area. The Visa Information System (VIS) was introduced in the Schengen area in October 2011, which stores biometric data (fingerprints and facial image) of the Schengen visa applicant. All Swiss embassies and consulates are connected to the VIS system.

All visa applicants are required to make an appointment with the Swiss embassy/consulate responsible for their place of residence or with an external visa service provider in order to submit their visa application and register their biometric data in person. This data remains valid in the VIS system for a period of five years.

The Swiss embassy/consulate responsible for the visa applicant's place of residence can be found in: www.eda.admin.ch/eda/en/home/representations-and-travel-advice.html. Applicants should contact immediately the Swiss embassy/consulate or external visa provider for the list of documents to be submitted when applying for a visa. The application form for a type C Schengen visa (short stay) is available at: www.sem.admin.ch/sem/en/home/themen/einreise/visumantragsformular.html.

The time needed to obtain a visa depends greatly on local circumstances. In addition, Switzerland has signed agreements on representation with certain Schengen member States where it is not represented by a diplomatic or consular entity. It is therefore highly recommended that applicants enquire directly with the Swiss embassy/consulate responsible for their place of residence or to consult the appropriate website. Appointments for submitting and registering biometric data must therefore be taken well in advance, according to the information provided by the Swiss authorities. The waiting time for an appointment varies depending on local circumstances and can sometimes take several weeks. Please note that visas are no longer issued upon arrival at Geneva International Airport.

Additional useful information on visas is available from the website of the State Secretariat for Migration at: www.sem.admin.ch/sem/en/home/themen/einreise.html.