



## QUESTIONNAIRE ON PARLIAMENTARY BODIES DEALING WITH HIV/AIDS

In response to calls from parliaments, international organisations and civil society for parliaments to take a more systematic approach to the parliamentary response to HIV/AIDS, the IPU has set up an Advisory Group on HIV/AIDS. The newly established Advisory Group, meeting in Geneva in September 2006, requested the IPU to compile information on parliamentary bodies dealing with HIV/AIDS. The information will be published as a hard-cover booklet and be accessible as an on-line directory via the Union's Web site.

The purpose of the enclosed questionnaire is to collect information about all existing parliamentary bodies which discuss the subject of HIV/AIDS, for subsequent processing and publishing by the IPU Secretariat in Geneva. Electronic copies of the questionnaire can be downloaded from the Union's Web site at <http://www.ipu.org/parline-e/Instanceadvanced.asp> in MS Word and PDF formats.

Please note the following points when completing the questionnaire:

- A **separate** set of answers should be provided for **each parliamentary body** (commission / committee, sub-commission / sub-committee) dealing in your parliament with HIV/AIDS in general or with a particular aspect;
- In exceptional cases, when there are no bodies dealing with HIV/AIDS issues in your parliament, a **written notification** to the IPU will suffice;
- For the sake of terminological consistency and to ensure responses are complete, please read attentively the **annotations** provided *in italics* with some of the questions;
- In case of multiple-choice questions, please be sure to check only **one box** for each question.

The completed questionnaire should be returned **no later than 1 April 2007**, preferably via e-mail, or by post or fax to:

Inter-Parliamentary Union  
5, chemin du Pommier, Case postale 330  
1218 Le Grand-Saconnex /Geneva  
Switzerland  
Fax: +4122 919 41 60  
E-mail: [postbox@mail.ipu.org](mailto:postbox@mail.ipu.org)

Thank you for your cooperation!

# QUESTIONNAIRE ON PARLIAMENTARY BODIES DEALING WITH HIV/AIDS

Country: .....

Name and title of the person completing the questionnaire: .....

.....

**1. Name of the parliamentary body**

**2. To which Chamber does the body relate?**

*Please specify from which Chamber the parliamentary body draws its members.*

Single Chamber or lower Chamber       Upper Chamber       Both

**3. Type**

*If the body was established by a formal decision of Parliament, please specify whether it deals with HIV/AIDS or a particular aspect of HIV/AIDS as its exclusive subject (check "Specialised"), covers HIV/AIDS or a particular aspect thereof among other issues (check "Multifunctional") or as part of an ad-hoc arrangement (check "Ad-hoc"). Alternatively, if no formal decision has been taken by the Parliament concerning the structure and functioning of this particular body, check "Informal".*

Specialised       Multifunctional       Ad-hoc       Informal

**4. Nature**

Permanent       Temporary       Other (please specify)

.....

**5. Date of establishment** .....

**6. Mandate**

*Please describe the body's field of competence with regard to HIV/AIDS and its specific mandate, such as prevention and care, social questions, human rights and non-discrimination, pharmaceuticals (including research), trade-related matters.*

**7. Composition**

*Please provide information on the number of members of the body, how they are selected (election or nomination), and for what term.*

**8. Working methods**

*Please describe briefly how items are selected for the agenda, how proceedings are organised, especially whether they are public or not and whether the body has the power to organise on-site inquiries, hearings or to summon government officials, how decisions are taken and their implementation ensured and monitored. Please specify also whether the body issues any public reports or other documents.*

**9. Relationship with other parliamentary bodies**

*Please describe briefly the way in which the parliamentary body interacts with other parliamentary bodies or with the committee of which it is a sub-committee, in particular as regards reporting and information-sharing.*

**10. Relationship with external bodies**

*Please describe briefly the body's relationship with the government, the Ombudsman, non-governmental organisations etc.*

**11. Topical issues**

*Please provide examples of issues that have been dealt with most frequently in recent practice.*

**12. Presiding Officer(s)**

*Please provide contact information for each Presiding Officer individually. Please specify if there are additional addresses, fax numbers etc. for any given person.*

Name .....

Address 1 .....	Address 2 .....
Phone 1.....	Phone 2 .....
Fax 1.....	Fax 2 .....
E-mail 1.....	E-mail 2 .....
Web site 1.....	Web site 2 .....

Name .....

Address 1 .....	Address 2 .....
Phone 1.....	Phone 2 .....
Fax 1.....	Fax 2 .....
E-mail 1.....	E-mail 2 .....
Web site 1.....	Web site 2 .....

**13. Other Contact person(s)**

*Contact information about executive officers of the parliamentary body, such as secretary or clerk. Please provide contact information for each person individually. Please specify if there are additional addresses, fax numbers etc. for any given person.*

Name .....

Title .....

Address 1 .....	Address 2 .....
Phone 1.....	Phone 2 .....
Fax 1.....	Fax 2 .....
E-mail 1.....	E-mail 2 .....
Web site 1.....	Web site 2 .....

Name .....

Title .....

Address 1 .....	Address 2 .....
Phone 1.....	Phone 2 .....
Fax 1.....	Fax 2 .....
E-mail 1.....	E-mail 2 .....
Web site 1.....	Web site 2 .....

**Date on which this questionnaire was completed:** .....