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# CANCUN SESSION OF THE PARLIAMENTARY CONFERENCE ON THE WTO

Cancún (Mexico), 9 and 12 September 2003

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*Organised jointly by the Inter-Parliamentary Union and the European Parliament with the support of the Mexican Parliament*

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## PRACTICAL INFORMATION

### Date and venue

1. The Cancún session of the Parliamentary Conference on the WTO will be held in the morning and afternoon of Tuesday, 9 September and in the afternoon of Friday, 12 September 2003. A brief inaugural ceremony and two working sessions will be held on the first day, followed by one working session on the second day.
2. The meeting will be held in Room Grand Coral 3 at the Hotel Fiesta Americana Grand Coral Beach located across the road from the Cancún Convention Centre where the fifth WTO Ministerial Conference will be taking place (see map).



Hotel Fiesta Americana Grand Coral Beach  
Boulevard Kukulcán Lote 6, Zone Hotelera  
Cancún, Quintana Roo, 77500 México  
Phone: +52 (998) 881 32 00  
Fax: +52 (998) 883 32 76  
Web site: <http://www.fiestamexico.com>

### Participation and registration

3. Participation in the Cancún session of the Parliamentary Conference on the WTO will be guided by general principles established by the Post-Doha Steering Committee in advance of the February 2003 Geneva session of the Parliamentary Conference on the WTO. In practical terms, this means that the parliamentary meeting in Cancún will be open to members of parliament who are present in Cancún at the time of the fifth WTO Ministerial Conference and in possession of the required passes.

4. As indicated in the invitation letter sent to national parliaments and regional parliamentary assemblies, all delegates to the Cancún session of the Parliamentary Conference on the WTO should complete a registration form (available on the IPU Web site at <http://www.ipu.org/splze/cancun/registration.pdf>) and return it to the following address:

Inter-Parliamentary Union  
5, Chemin du Pommier  
Case Postale 330  
CH-1218 Geneva, Switzerland  
Fax: +4122 919 41 60  
E-mail: [postbox@mail.ipu.org](mailto:postbox@mail.ipu.org)

Any modifications concerning the composition of the delegation should likewise be communicated to the above address.

5. It is important to bear in mind that security arrangements in Cancún will be very tight at the time of the WTO Ministerial Conference and that only persons duly accredited to the Conference and wearing official ID badges with photos will have access to the zone surrounding the Cancún Convention Centre, including the Fiesta Americana Grand Coral Beach Hotel where the parliamentary session will take place. Members of parliament and accompanying staff present in Cancún as part of their country's official delegation to the fifth WTO Ministerial Conference (recommended option) will have no problem in accessing the premises of the parliamentary session. The same will be true for members of parliament who are part of NGO delegations officially accredited to the Ministerial Conference.

6. Members of parliament belonging to neither of these two categories and therefore without an official WTO Conference badge, must go through a special accreditation procedure as described below:

- (a) Special "Parliamentary Session" ID badges will be issued for members of parliament and accompanying staff who are not part of their country's official delegation to the WTO Ministerial Conference. These badges are different from those of the WTO Ministerial Conference itself and do not provide access to the Cancún Convention Centre where the Ministerial Conference will be taking place.
- (b) In order to receive a "Parliamentary Session" badge, delegates must register themselves with the IPU Secretariat by 25 August at the latest using the registration form mentioned in paragraph 4. Failure to register with the IPU Secretariat, which is responsible for transmitting all names to the Mexican Organizing Committee, will make it impossible to access the premises of the parliamentary session in Cancún.
- (c) Upon arrival in Cancún, members of parliament and accompanying staff who are not part of their country's official delegation to the WTO Ministerial Conference should personally present themselves to the registration desk situated in the "Exposition Area" of the Hotel Fiesta Americana Condesa at the following address:

Hotel Fiesta Americana Condesa Cancún  
Boulevard Kukulkán Km. 16.5  
Cancún, Quintana Roo, 77500 México  
Phone: +52 (998) 881 42 00  
Fax: +52 (998) 885 16 50  
Web site: <http://www.fiestamexico.com>

The registration desk for delegates to the parliamentary session will be open from 8 a.m. to 7 p.m. every day from 7 to 12 September.

Please note that the Hotel Fiesta Americana Condesa should not be confused with the Hotel Fiesta Americana Grand Coral Beach, where the parliamentary session will be taking place. The two hotels belong to the same chain and are both in Cancún, but are some 5.5 km apart.

- (d) To obtain the badge, every delegate must present a valid passport and have his/her photo taken on the spot. Passports will be checked against the list of names submitted by the IPU.
- (e) In case of loss of the badge, delegates should immediately notify the registration desk and ask for a replacement in writing.

### **List of Delegates**

7. A provisional List of Delegates will be distributed at the beginning of the parliamentary session. This list will be issued on the basis of confirmations received by the IPU up to 25 August 2003. For technical reasons, it will not be possible to produce a revised list on the spot. The latter will be issued after the end of the session and placed on the IPU Web site at <http://www.ipu.org/splz-e/cancun.htm>. Delegates are kindly requested to report any changes in the provisional list to the Secretariat of the session by no later than 5 p.m. on Friday, 12 September.

### **Arrangements for the conduct of the session**

8. The session will be jointly chaired by the President of the Inter-Parliamentary Union and a representative of the President of the European Parliament.

9. The three substantive themes (see annotated provisional agenda) will be discussed consecutively during two working sessions on 9 September. Debate on each of the themes will be launched by a rapporteur who will have 10 minutes to present his discussion paper. Each rapporteur will be followed by two discussants who will have 7 minutes each to present their responses.

10. Delegates can participate in the debate either by making brief statements or by asking questions. The debate will be interactive, no formal statements will be delivered and delegates wishing to take the floor shall speak from their seats. In view of the largely informal nature of the debate, no list of speakers will be drawn up in advance. The order of interventions and questions will be decided by the Chair.

### **Languages**

11. Simultaneous interpretation will be provided in English, French, and Spanish. Official written documentation of the session will be available in English and French only.

### **Documents**

12. The only official documents of the session will be its programme, agenda, the List of Delegates, discussion papers prepared by the rapporteurs on the three substantive themes, the draft Declaration elaborated by the Steering Committee and the information notes prepared by the Secretariat of the session.

13. Should delegates wish to distribute their own documents or other material pertaining to the theme of the session, they may use a table provided for that purpose in the immediate vicinity of the meeting room.

### **Official reception**

14. The Mexican Congress invites all delegates of the parliamentary session to a buffet reception, which will take place at 1 p.m. on 9 September at the Hotel Fiesta Americana Grand Coral Beach.

### **Visas**

15. Attention is drawn to the strict provisions in force regarding entry into Mexico, full details of which are available on the Web site of the Mexican Organizing Committee at <http://www.omcmexico.org.mx>. It is the duty of each delegate requiring an entry visa to Mexico to obtain it in due time.

**Hotel accommodation**

16. All delegates of the parliamentary session are responsible for their own hotel expenses. As indicated in a circular fax sent by the IPU to national parliaments on 4 June 2003 and then again in the official invitation letter sent on 26 June 2003, the availability of hotel rooms in Cancún at the time of the WTO Ministerial Conference will be very limited. In fact, nearly all hotels in the vicinity of the Cancún Convention Centre have been pre-booked by the Mexican Organizing Committee for the exclusive use of official delegations attending the WTO Conference.

17. Parliamentary delegates coming to Cancún as part of their country's official delegation to the Ministerial Conference will most probably have their accommodation needs met in a centralized way.

18. For those parliamentary delegates traveling to Cancún separately from their official delegation to the WTO Conference, the Mexican Parliament had pre-booked a certain number of rooms at the Hotel Fiesta Americana Condesa Cancún (see address in paragraph 6c). Relevant requests were to be sent directly to the hotel before 30 June 2003. The rooms were released on a first-come-first-served basis.

**Miscellaneous**

19. For information concerning climate, currency, local transport, telecommunications, catering, and medical services in Cancún please consult the Web site of the Mexican Organizing Committee at <http://www.omcmexico.org.mx>.

**Requests for further information**

20. Requests for further information concerning the Cancún session of the Parliamentary Conference on the WTO should be addressed to:

Inter-Parliamentary Union  
5, Chemin du Pommier  
Case Postale 330  
CH-1218 Geneva, Switzerland  
Fax: +4122 919 41 60  
E-mail: [postbox@mail.ipu.org](mailto:postbox@mail.ipu.org)

*and*

European Parliament  
ITRE Committee Secretariat  
ATR 6A62  
Rue Wiertz  
B-1047 Belgium  
Fax: 0032-2-2843299  
E-mail: [dg2-itre@europarl.eu.int](mailto:dg2-itre@europarl.eu.int)