



**Parliamentary Hearing
International Conference on Financing for Development
Doha, Qatar, 28 November 2008**



**REVISED INFORMATION NOTE
(10 November)**

This note complements the information provided with the original convocation letter of 22 September. All background information about the parliamentary hearing is available at <http://www.ipu.org/splz-e/ffd08.htm>

VENUE

The Parliamentary Hearing will take place on Friday, 28 November, from 2.30 to 5.30 p.m. in the SALWA room of the Sheraton Doha Resort and Convention Center.

REGISTRATION AND IDENTIFICATION BADGES

All participants at the Parliamentary Hearing must be duly registered for the UN conference:

- Members of parliament attending the Doha conference in their own capacity - without joining their national delegation - will be accredited as *IPU delegates*. As such, they will need to submit three forms:
 1. Registration to the parliamentary hearing, to be returned to the IPU office as indicated in the form, and absolutely **no later than 12 noon on Friday, 21 November**;
 2. Accreditation form of the United Nations Protocol and Liaison Service to be filled out for each participant and returned to the United Nations accreditation desk in Doha. [NOTE: this form, already counter-signed by the IPU, is mandatory for the obtainment of the UN entry pass. **Please do not forget to take the form with you to the UN accreditation office**]
 3. Registration to the host country's organizing committee, to be returned directly to the Qatari authorities as indicated in the form.
- Members of parliament attending the Doha conference as part of their governmental delegations will be accredited directly through their government.

They must however notify the IPU of their participation in the 28 November hearing by filling out the appropriate registration form (#1 above).

All members of parliament duly accredited to the conference will obtain their UN entry pass directly from the **United Nations registration desk located inside a tent in front of the Convention Center**. The entry pass will be issued upon presentation of a passport and of the UN accreditation form (#2 above) duly filled out.

The UN accreditation tent will be open as of the 27th from 8 a.m. to 6 p.m. It is advisable to register as soon as possible upon arrival to avoid a long wait.

LANGUAGES

The Hearing will have simultaneous interpretation in the following four languages: English, French, Spanish and Arabic.

ENTRY VISAS

A visa is required for entry into Qatar. In the 60 countries where Qatar has an embassy or a consulate, visa applications can be made directly with that office.

Nationals of certain countries can obtain a visa directly upon arrival at the Doha airport instead of applying before departure. Please consult the following official website for the list of countries that fall under this category: <http://www.qatarembassy.net/visa.asp>.

In the countries where Qatar does not have an embassy or consulate, each participant must apply for a visa through the following e-mail address of the Ministry of Foreign Affairs of Qatar: htl.rsvn@mofa.gov.qa. The application e-mail must state clearly the applicant's first and last name, passport number, nationality, date of birth, and arrival and departure dates, as well as the fax number or e-mail address to which the visa authorization to enter Qatar can be sent. The UN conference should be clearly mentioned as the purpose of the visit to Qatar.

HOTELS

Hotel reservations are being processed through a centralized reservation system set up by the Government of Qatar. Room booking requests should be submitted by either fax (+974 443 5954), or email (htl.rsvn@mofa.gov.qa).

To avoid delays, requests should clearly state each delegate's first and last name, category of hotel and room required, and arrival and departure dates (including flight details if possible). Booking requests may take several days to be satisfied and so they should be submitted as soon as possible. Please re-submit your request if you do not obtain a response within a reasonable delay.

Note: Some hotels (mainly in the three-star category or below) may accept reservations directly, without going through the centralized facility, but no list of such hotels is available.

TRANSPORTATION

Special shuttle buses have been set up to facilitate transit from Doha airport to all hotels in the city. The same shuttle service will also be available to transport delegates from their hotels to the Conference venue at regular intervals during the day.

CONTACT INFORMATION

For further information:

Mr. Alessandro Motter, (IPU New York). Cell phone: +1 917 535 3574; e-mail: am@mail.ipu.org.

Ms. Mari Sandstrom (IPU Geneva). Cell phone: + 41 79 671 0741; email: ms@mail.ipu.org.

PROGRAMME OF THE INTERNATIONAL CONFERENCE

The International Conference will include several plenary meetings as well as a number of thematic roundtables and side events. The full programme of the conference and the list of side events can be downloaded from the official website at <http://www.un.org/esa/ffd/doha/index.htm>.