



NATIONAL ASSEMBLY OF ALBANIA

## Developing a Protective Framework for Children: the Role of Parliamentarians to Prevent and Respond to Sexual Exploitation of Children and Adolescents

Regional parliamentary seminar hosted by the Parliament of Albania and organized by the Inter-Parliamentary Union (IPU) and the United Nations Children's Fund (UNICEF)

Tirana, Albania 14-15 December 2008



INTER-PARLIAMENTARY UNION

### General Information

The regional seminar for Parliaments on **The Role of Parliamentarians to Prevent and Respond to Sexual Exploitation of Children and Adolescents**, organised by the Inter-Parliamentary Union and UNICEF and hosted by the Parliament of Albania will be held in Tirana from 14 to 15 December 2008.

#### REGISTRATION

Invited parliaments are requested to send their list of participants attending the Seminar as soon as possible and **not later than 21 November 2008** using the enclosed Registration Form, to the following addresses:

##### Contact/Address in Albania:

Ms. Valbona Qerimi  
Multilateral Relations Department, Albanian Parliament  
Secretariat of the Parliamentary Group to the Parliament  
Parliament of Albania  
TIRANA  
Albania  
Tel: 355 42 2 37 413, 42 2 47 355  
Fax: 355 42 2 27 949  
E-mail: [foreign@parlament.al](mailto:foreign@parlament.al); [marlind@parlament.al](mailto:marlind@parlament.al);  
[perkthimi@parlament.al](mailto:perkthimi@parlament.al)

##### cc:

Inter-Parliamentary Union  
5 Chemin du pommier  
Case Postale 330  
1218 GENEVE 19  
Suisse  
Tel: 41 22 919 41 50  
Fax: 41 22 919 41 60  
E-mail: [postbox@mail.ipu.org](mailto:postbox@mail.ipu.org)

#### HOTEL ACCOMMODATION AND RESERVATIONS

For practical reasons, it is proposed that participants stay at the Tirana International Hotel, which is also the venue of the seminar. Block bookings will be made by the organizers and delegates shall have to pay their own accommodation charges directly to the hotel.

The Parliament has negotiated the following rates at the Tirana International Hotel:

STANDARD ROOMS (130)	DE LUXE ROOMS (130)	SUITES (10)
Single 90 Euros per night	Single/ Double 180 Euros per night	Single/double 198 Euros per night
Double 112 Euros per night		

Participants who would prefer accommodation in other hotels are kindly requested to inform the Parliament of Albania accordingly.

#### ARRIVAL AND DEPARTURE

In order to ensure an efficient reception service, all participants are kindly requested to provide sufficient arrival and departure information, including dates, flight numbers and arrival and departure times on the hotel reservation form.

A reception service will be provided for participants at Tirana from 13 December onwards.

The reception service will assist with arrival and formalities and transfers to the hotel. This service will also operate at the end of the seminar to assist participants with transfers from their hotels to the airport.

## **VISAS**

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Nationals from the following countries holding a valid passport can enter the Republic of Albania without a visa (10 Euros tax at port of entry):

Austria, Belgium, Bosnia (tourist visa only), Bulgaria, Croatia, Cyprus, Czech Republic\*, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxemburg, Malta, Montenegro, Netherlands, Norway, Poland\*, Portugal, Romania, San Marino, Serbia (tourist visa only), Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, United Kingdom. \*Entry without tax

Visa requirements and fees are waived for nationals from the following countries who hold diplomatic or service passports:

Bosnia, Malta, Macedonia, Republic of Moldova, Russian Federation, Serbia and Ukraine.

Nationals from the following countries can obtain visas at the port of entry:

Andorra, Monaco, Montenegro, T.F.Y. R. of Macedonia.

Nationals from all other countries can obtain visas through Albanian diplomatic missions located in the cities mentioned in brackets:

Armenia (Moscow), Azerbaijan (Ankara, Moscow), Belarus (Moscow, Warsaw), Georgia (Moscow), Kazakhstan (Moscow, Ankara), Kyrgyzstan (Ankara, Moscow), Monaco (Paris), Russia (Moscow), Tajikistan (Ankara, Moscow), Ukraine (Warsaw, Moscow, Skopje), Uzbekistan (Moscow),

Participants facing difficulties in this regard are invited to contact the host parliament.

## **MEDICAL FACILITIES**

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During the Seminar first aid facilities will be provided at the seminar venue. All other medical facilities and prescriptions will be at the participants' own expense.

## **REGISTRATION AND INFORMATION DESK**

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A Registration and Information Desk will be available to participants at the seminar venue from 13 to 15 December. It shall operate from 8 am to 7 pm daily.

Participants are kindly requested to register with this service as soon as possible after their arrival. It will issue identity badges, deal with enquiries concerning the Seminar and handle messages and mail.

## **SECURITY**

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All necessary security measures will be taken by the national authorities. Participants are required to wear their identity badges visibly at all times when they are in the Seminar venue and at all official functions during the Seminar.

## **WEATHER CONDITIONS**

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In December, the average high and low temperatures in Tirana range between 12° and 3° centigrade.

## **CURRENCY REGULATIONS**

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In October 2008, the exchange rate was about 123.40 Albanian Leke (ALL) to the Euro.

## **TRANSPORT**

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Transport will be provided to all Seminar participants between Tirana International Airport and the hotels. Transport will also be provided for all official events during the Seminar.

## **PRESS OFFICE**

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A Press Office will operate in the Seminar venue. It will deal with the media: national international press, radio and television services. Journalists wishing to cover the Seminar are requested to obtain accreditation from the host Parliament.

## **OTHER SERVICES**

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The following services will be available to participants in the Seminar venue:

- Exchange/bank
- Travel agency
- International telephone and fax (participants will pay for their calls when they are made)
- Restaurant, cafeteria and bar

## **SOCIAL EVENTS**

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The programme of social events will be communicated to participants in due course.