**Parliamentary Conference “RUSSIA - AFRICA”**

in frame of the International Forum

“Development of Parliamentarism”

***(Moscow, 3 July 2019)***

**GENERAL INFORMATION**

**Venue of the Conference:** *World Trade Center (Krasnopresnenskaya naberezhnaya 12,* Moscow*).*

**Invited Participants:** Parliamentarians and experts from all African Region countries.

**2 July 2019:** Arrival and Accommodation of Participants.

**The Programme of the Conference** is designed for **one day: 3 July 2019**.

**Format of sessions:** Plenary, panel discussions and round tables.

**Side events** (tbc).

**The main events of the Conference will be provided with simultaneous interpretation in 6 languages** (Arabic, English, French, Portuguese, Russian, and Spanish). It is intended by prior request to provide the delegation’s interpreter with equipment for simultaneous interpretation in case of need of interpretation in other languages.

**Official transportation** in Moscow will be organized following the programme.

**The Host Part assumes also the following costs**:

*- Services upon arrival and departure through VIP halls (ZOLD) of Moscow airports;*

*- Transfer upon arrival and departure;*

*- Hotel accommodation for the period from 2 to 4 July, 2019.*

**The above expenses will be covered:**

**for three Participants** (Head of delegation+2) in case of delegation headed by the Speaker of Parliament/House of Parliament or the Head of an International Parliamentary Organization;

**for two Participants** (Head of delegation+1) for all other official delegations.

The Host Part will cover the mentioned expenses from 30 June to 4 July, 2019 for parliamentary delegations participating in both the International Forum “Development of Parliamentarism” and the Parliamentary Conference “Russia-Africa” within the quotas indicated.

**The delegations assume itself all costs for additional members/** **accompanying persons.**

**Visas are issued free of charge** by Russian diplomatic/consular missions upon presentation of a completed **Participant Registration Form**, an **Individual Invitation** or an **Invitation (copy) addressed to the Speaker** of the relevant parliament and a formal **Letter confirming** that the person is included in the parliamentary delegation.

**Insurance:** Participants are advised to have personal and medical insurance policies.

**Registration** of the Conference Participants, as well as accompanying persons is carried out **no later than 1st June, 2019** by sending Registration forms to the e-mail address: forum2019@duma.gov.ru.

**Information on the Conference** will be available on the State Duma website (http://duma.gov.ru/en/international/forum\_english/).