

**11TH PLENARY SESSION
OF THE INTERNATIONAL PARLIAMENT
FOR TOLERANCE AND PEACE (IPTP)**

23-26 November 2024, Phnom Penh, Kingdom of Cambodia

“A Quest for Peace, Reconciliation and Tolerance”



GENERAL INFORMATION

August 2024

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I. MEETING INFORMATION

1. Background and Venue

The 11th Plenary Session of the International Parliament for Tolerance and Peace (IPTP) will be held from **23 to 26 November 2024**, in **Phnom Penh, the Kingdom of Cambodia** under the theme of “A Quest for Peace, Reconciliation and Tolerance”.

All official programs and activities of the 11th IPTP Plenary Session will be held at Sokha Phnom Penh Hotel of the Kingdom of Cambodia.

2. Official Program (Tentative)

- 23 November : Arrival of delegation, and Bureau Meeting
- 24 November :
 - IPTP Committees Meeting
 - Opening Ceremony
 - 1st Plenary Session: Advancing the Global Architecture of Peace, Peacebuilding, Reconciliation and Tolerance: Synergy of Governments, Parliaments and Civil Society
- 25 November :
 - 2nd Plenary Session: Solidifying Multilateralism, Cooperation and Partnership for Co-existence and Inclusive Connectivity
 - Closing Ceremony
 - Press Conference
 - City Tour (Optional)
 - Gala Dinner
- 26 November : Departure of delegation

3. Speeches

One (1) delegate from each participating parliament (Head of Delegation only) will be invited to speak in either one of the plenary sessions of their preference. All speakers will be allocated as follows:

- Intervention by Head of Delegation from IPTP Member Parliaments/Partners: limited to up to three (3) minutes each
- Intervention by Guest of the Host: limited up to five (5) minutes each

The list of speakers will be in the order of registration forms received, and it will be circulated by the Secretariat in advance of the program.

If the delegates would like to speak, please indicate in the Registration Form. For those who have signed up to speak are requested to send their speeches to the Secretariat at gctpap.secretariat@gmail.com at the earliest convenience, preferably before **20 October 2024** for preparation at the Plenary Session and interpretation purpose.

4. Outcome Documents

The “Phnom Penh Declaration” for the 11th IPTP Plenary Session that reflects the key outcomes of the meetings and the “Peace Charter” will be adopted and declared respectively at the closing session.







II. REGISTRATION AND CONTACT DETAILS

1. Registration

All delegates who would like to join the 11th IPTP Plenary Session are kindly requested to confirm their participation by submitting the Registration Form, ID photo and a copy of passport to the Secretariat at email: gcptap.secretariat@gmail.com at the earliest convenience, preferably by **20 October 2024**.

2. Identification Badges

Identification Badges of the 11th IPTP Plenary Session will be issued for all delegates and accompanying person upon their arrival. The badges categories are as follows:

	Head of Delegation
	Member of Delegation
	Embassy
	Secretariat / Liaison Officer
	Media
	Security

Delegates are kindly requested to wear the identification badges at all times throughout the meeting and other parts of the program for security purpose.

3. Contact Details

For further inquiries regarding the logistical and organizational arrangements matters, please kindly contact:

Secretariat of the GCTP Asia Pacific Regional Office

- Tel/WhatsApp: (+855) 17 977377

- Email: gctpap.secretariat@gmail.com

III. HOSPITALITY

1. Accommodation

The Host Parliament will provide local accommodation for up to two (2) representatives from each of the following delegation at Sokha Phnom Penh Hotel for three (3) nights from 23 to 26 November 2024.

- a) IPTP Member Parliaments/Partners
- b) Other International Delegates (International/Parliamentary Organizations, New IPTP Members, Guest of the Host)

The rest of the accompanying delegates who are expected to attend the meetings or those arriving before 23 November or staying after 26 November will be responsible for their own accommodation. Delegates who wish to stay at other hotels shall cover their own expense.

Other costs incurred during the stay at the hotel, including minibar, laundry, mobile/international phone calls, business centers, extra meals, and more will be at their own expense.

Alternative Hotels: Delegates who wish to stay at the different hotels aside from the hotel arranged by the host shall book and cover their own expense. For reservation, please contact:

Rosewood Hotel

Website: <https://www.rosewoodhotels.com/en/phnom-penh>

Email: sreysor.ol@rosewoodhotels.com

phnompenh.reservations@rosewoodhotels.com

Raffles Hotel Le Royal

Website: <https://www.affles.com/phnom-penh/>

Email: van.nalin@affles.com or bookus.phnompenh@affles.com

2. Local Transportation

Upon arrival at the Phnom Penh International Airport, all delegates will be greeted by representatives of the Host and transferred to the respective hotel. If any delegation would like to arrange their own transportation, e.g. through its Embassy, please inform the Secretariat in advance by indicating so in the Registration Form.

Any change in the arrival and departure information, please inform the Secretariat as soon as possible in order to arrange transportation at the early convenience.

Transportation to and from the airport and other activities specified in the program would be provided only from 23 to 26 November 2024. Delegates who arrive before 23 November or stay after 26 November shall be responsible for their own transportation.

3. Meals and Receptions

The Host Parliament will be responsible for expenses related to official receptions and meals for all delegates which are specified in the official program. Delegates who wish to have other meal arrangements shall cover their own expense.

4. Liaison Officers

Liaison officers (LO) will be assigned to each delegation in order to provide support for all official activities during the 11th IPTP Plenary Session.

IV. VISA/FORMALITIES

1. Passport

All delegates must bear a valid passport with more than six (6) months before entry to the Kingdom of Cambodia.

2. Immigration and Visa

All travelers to Cambodia are kindly requested to submit the Cambodia e-Arrival card within 7 days before their arrival. The e-Arrival card can be accessed here: <https://www.arrival.gov.kh>

Visas will be provided to all delegates upon arrival in Cambodia. To facilitate this process, all participants are requested to send their passport copies, ID photos and flight details to the Secretariat at: gctpap.secretariat@gmail.com at the earliest convenience, preferably by **20 October 2024**.

V. MEETING FACILITIES

1. Bilateral Meeting Room

Bilateral meeting rooms will also be arranged at the meeting venue and available for delegation's request. The bilateral meeting room request can be made through protocol section of the Host from 23 to 26 November 2024, on a first come, first serve basis.

2. Languages/Interpretation

The official working language of the meeting and documents is English. Simultaneous interpretation will only be available in English, French and Spanish specifically for: Opening and Closing Ceremony, and Plenary Sessions.

Delegates who wish to use other languages and require for simultaneous interpretation during the meeting are advised to bring their own interpreters and request through the Secretariat. Simultaneous interpretation booth will be provided on the basis of first come first serve.

3. On-Site Facilities

Other accessibilities of services will be set up at the meeting area to facilitate for delegations such as: Internet and Wi-fi, Medical Assistant, Prayer Room, and Media Center.

VI. OTHER USEFUL INFORMATIONS

1. Climate and Weather

Cambodia is a Southeast Asian Country overlooking the Gulf of Thailand. Climate is Tropical which is warm and hot all year round. The weather in November is in a good condition. The average temperatures range between 28-33 degrees.

Delegates are recommended to bring umbrella and hat if you are at outdoor to protect from sunny and caught in poor weather.

2. **Time Zone:** Time zone in Cambodia is GMT+7 hours.

3. **Currency:** The Cambodian currency is Riel. 1 USD = 4100 Riel.

4. **Electricity**

There are three associated plug types use in Cambodia; A, C and types G. A type plug has two flat parallel pins, C type plug has two round pins and G type plug is the plug with three rectangular pins, in a triangular pattern. Cambodia operates on a 220V supply voltage and 50Hz.

5. **Credit Card and ATM**

All major credit cards are mostly accepted throughout the city, although some small shops and restaurants may only accept cash payments. ATMs are available at the banks, marts, shopping malls and some public areas.

6. **Internet**

Wireless internet services and Wi-fi are commonly used and can be accessed everywhere throughout the city.

7. **Shop and Outdoor Activities**

Local markets in Phnom Penh City are open daily from 7am to 5pm. Most city shops are open daily from 8am to 6pm and from 9am to 10pm for malls and shopping centers. Bank and business center are open from Monday to Saturday, from 8am to 5pm. Outdoor activities are very popular in Phnom Penh City, which is why it is mostly crowded in the evening.

The Secretariat reserves the rights to modify the above General Information, if necessary.