



ASIAN PARLIAMENTARY ASSEMBLY
Standing Committee on Social and Cultural Affairs

General Information

20-23 September 2023

Baku, Azerbaijan

1. Venue of the Meeting

The APA Standing Committee meeting on Social and Cultural Affairs will take place in the Milli Majlis of the Republic of Azerbaijan, 1, Parliament Avenue, Baku, Azerbaijan.

2. Official Language

The official languages of the APA are English (working language) and Arabic (Article 18 of APA Charter).

3. Documents

All official documents shall be written in English. In addition, any delegate who wishes to distribute documents in the meeting are advised to have prior consultations with the APA Secretariat.

All amendments to the Standing Committees draft resolution should be forwarded to the APA Secretariat in advance no later than September 11, 2023 for circulation before the meeting.

4. Registration

Participants are kindly requested to fill out the Registration Form and send it to the Milli Majlis of the Republic of Azerbaijan at: international@meclis.gov.az and to the APA Secretariat: secretariat@asianparliament.org no later than August 21, 2023.

5. Security and Identification Badges

Each member of the national delegation will be provided with an identification badge enabling the entrance to the Meeting venue. The badges will be presented to the delegates upon their arrival to Baku at the designated information desk in the Hilton Baku Hotel.

6. Visa Regulation

If visa is required the participants are requested to possess a passport of at least 6 months of validity to enter the Republic of Azerbaijan.

<https://mfa.gov.az/en/category/visa>

Upon request the participants will be granted an Azerbaijani visa upon their arrival at the airport in Baku, Azerbaijan.

7. Arrival and Departure

All participants of the Standing Committee Meeting will be welcomed and seen off at the “VIP Terminal” of the Baku Heydar Aliyev International Airport.

All local transportation, including the Airport Transfer will be organized by the Milli Majlis of the Republic of Azerbaijan.

Participants are kindly requested to indicate in the Registration Form the flight itinerary to enable the Host Parliament Secretariat to effectively organize the Transfers.

In order to facilitate the arrangement of local transportation, delegations' secretaries are kindly requested to inform the Host Parliament Secretariat of any change in their delegates flight schedule at least 24 hours in advance.

8. Accommodation and Meals

Fairmont Baku Hotel has been designated as an official hotel for the event.
Flame Towers 1A, Mehdi Huseyn, Baku, Azerbaijan.

The Milli Majlis of the Republic of Azerbaijan will cover accommodation cost to official delegates of APA member parliaments in the format of 1+1 for the dates of September 20-23, 2023.

Delegates who wish to stay additional nights will have to cover the expenses on their own.

Price List

Room Category	Room rate (single occupancy)	Room rate (double occupancy)
Deluxe city view	156.94 USD	175.06 USD
Deluxe sea view	175.00 USD	195.00 USD
Fairmont Gold City View	199.00 USD	220.00 USD
Fairmont Gold Sea View	226.36 USD	247.95 USD
Fairmont Gold Signature Suite City View	250.65 USD	272.30 USD
Fairmont Gold Signature Suite Sea View	279.42 USD	279.42 USD
Fairmont Gold One Bedroom Suite City View	438.00 USD	438.00 USD
Fairmont Gold One Bedroom Suite Sea View	500.00 USD	500.00 USD

The Reservation Form and other details is attached to the General Information.

Please complete Reservation Form in full and send by email:

reservations.baku@fairmont.com

or

ramish.guliyev@fairmont.com

Breakfast and meals will be provided for all delegations during the official part of the Program. Delegates wishing to make other meal arrangements will meet the costs themselves.

9. Currency Exchange

The official currency in Azerbaijan is Azerbaijani Manat, AZN. The exchange rate can be found at: <https://www.ibar.az> . ATMs are available throughout the city, as well as at the Hilton Baku Hotel.

10. Climate and Time

In September, the temperatures in Baku are usually around 25°C/20°C.

Time:

UTC/GMT +4 hour.

11. Emergency telephone numbers

General Emergency number: 112

Fire emergency: 101

Police number: 102

Medical emergency: 103

11. Facts about Azerbaijan

Facts about Azerbaijan can be found on the following website:

<https://azerbaijan.travel>

CONTACT PERSONS

Contact Persons

Documentation:

Ms. Nafise Rahimova – Secretary of the Delegation of Azerbaijan to the APA

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For Logistical and Visa issues:

Ms. Vafa Gasimova – Adviser of the International Relations Department of the Milli Majlis of the Republic of Azerbaijan

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