



ASIAN PARLIAMENTARY ASSEMBLY



Standing Committee on Social and Cultural Affairs

GENERAL INFORMATION

25-28 September 2024

Moscow, Russian Federation

1. Venue of the Meeting

The APA Standing Committee Meeting on Social and Cultural Affairs will take place in the State Duma of the Federal Assembly of the Russian Federation in the House of the Unions (1, Bolshaya Dmitrovka, Moscow).

2. Official Language

The official working language of the meeting is English. In accordance with the APA Charter the Host Parliament also provides interpretation in Arabic.

Extra interpretation booths are also available for other languages (upon written request, no later than 18 September 2024).

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 16 September 2024 for circulation before the meeting.

4. Registration

Participants are kindly requested to fill out the Registration Form and send it to the State Duma of the Federal Assembly of the Russian Federation (ums@duma.gov.ru, altarry@mail.ru) and to the APA Secretariat (secretariat@asianparliament.org).

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 Moscow.

6. Visa Regulation

Kindly contact the Embassy or Consulate General of the Russian Federation in your country to receive your entry visa.

If visa is required the participants are requested to possess a passport of at least 6 months of validity to enter the Russian Federation and the invitation.

7. Arrival and Departure

All participants of the Standing Committee Meeting will be welcomed and seen off in the Airports in Moscow (Sheremetyevo, Vnukovo, Domodedovo).

Local transportation, including the Airport Transfer will be organized by the Host Parliament.

Participants are kindly requested to **inform the Host Parliament** about **the flight itinerary** in order to 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

“Plaza Garden Moscow WTC” has been designated as an official hotel for the accommodation of delegations (12, Krasnopresnenskaya emb., Moscow).

The State Duma of the Federal Assembly of the Russian Federation will cover accommodation cost to official delegates of APA member parliaments in the format of 2+1 for the dates of 25-28 September 2024.

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

Hotel Price List

Room Category	Room rate/ per night
Suite	25 500 Rubles (approx. 290 \$)
Junior Suite	18 500 Rubles (approx. 205 \$)
Standard	16 500 Rubles (approx. 185 \$)

Payment should be made in Rubles (cash, bank card accepted in the Russian Federation, UnionPay cards).

Breakfast and meals will be provided for all delegations during the official part of the Program.

9. Currency Exchange

The official currency in the Russian Federation is Russian Ruble. The exchange rate is 89 Rubles for 1 US \$.

10. Climate and Time

In September, the temperatures in Moscow are usually around 15°C/8°C.

Time: UTC +3 hour.

11. Contact persons

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APA Secretariat

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