

Information for Participants

Eighth session of the Assembly of Parties of IACA 2 – 4 October 2019 Nur-Sultan, Republic of Kazakhstan

Date and Venue

The eighth session of the Assembly of Parties of the International Anti-Corruption Academy (IACA) will be held at Hilton Astana Hotel, Nur-Sultan, the Republic of Kazakhstan, from 2 to 4 October 2019.

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Credentials and Registration

Every delegation is required to submit credentials for attending the Assembly of Parties with full powers. In addition, each member of a delegation has to submit a separate registration form. Please find the Registration Form in Annex I.

A. Credentials

All delegations must submit their credentials/notifications in accordance with the Rules of Procedure for the Assembly of Parties. Please refer to the Provisional Agenda and Annotations for further information.

B. Registration

The composition of the delegation should be officially communicated to the IACA Secretariat through diplomatic channels, in a note verbale (Governments) or on official letterhead (organizations). During pre-registration, delegations should ensure that the information on their composition includes the individual e-mail address of each delegate.

Following this communication, each delegate will have to register online on IACA's website by using the following link: <https://www.iaca.int/restricted/?q=node/52> or directly accessing the "Register | AoP 2019" button on the opening page of the IACA website. The deadline for online registration is Friday, 20 September 2019.

In case of difficulties with the online registration, please contact IACA's Secretariat at: assembly2019@iaca.int.

Should changes in the composition of the delegation be necessary following the online registration, IACA's Secretariat should be notified through diplomatic channels.

As part of the security arrangements, all participants are required to present their invitations or official communications identifying them as delegates, together with their passports or other official photograph-bearing identity documents, when proceeding to the registration area and obtaining their conference badges for the session. Conference badges must be worn visibly at all times. All persons and their bags and briefcases will be screened at the entrance of the conference venue.

The registration desk outside of the main conference room will open prior to the start of the opening ceremony on 2 October 2019. All delegates are requested to confirm their attendance at the registration desk. The delegates are encouraged to register at the registration desk as early as possible.

Visas

Participants who require a visa for Kazakhstan are advised to contact the diplomatic or consular representation of Kazakhstan in their country of residence and apply for a short-stay visa as early as possible. All delegates must be in possession of passports valid for at least six months before the date of entry.

Participants are strongly encouraged to check the visa regime of the Republic of Kazakhstan, provided by the host country [here](#). IACA will not be responsible for the issuance of visas.

For assistance regarding visas, please contact Mr. Zhiger Baidildin, Anti-Corruption Agency of the Republic of Kazakhstan (e-mail: baidildin.zh@nab.gov.kz).

Vaccinations

There is no specific vaccination requirement for entrance to Kazakhstan.

Accommodation

Participants are responsible for making their own accommodation arrangements. IACA does not cover the costs of accommodation nor does it make hotel reservations on behalf of delegations.

For organizational purposes, the host country has negotiated preferential conference rates with the Hilton Astana Hotel, which will serve as the venue of the Assembly, as well as with two additional hotels (Wyndham Garden Astana and Hampton by Hilton Astana Triumphal Arch). Please include the following code when booking a room with these hotels and benefit from the preferential rates: IACA Assembly.

For convenience and security reasons, the host country strongly encourages participants to consider Hilton Astana Hotel, the venue of the Assembly, for accommodation.

Hilton Astana Hotel 5-star hotel Room prices for one night (in USD)* (* The breakfast is included)	Guest Room	92 USD
	Executive Room	137 USD
	Suite	226 USD
	Deluxe Suite	226 USD

For more detailed information about Hilton Astana Hotel please consult its website: [Hilton-Astana](#).

For additional information regarding reservations with Hilton Astana Hotel under preferential rates, as well as any change regarding room reservation please contact directly Ms. Samal Zhussupbekova (E-mail: samal.zhussupbekova@hilton.com, Tel.: +77715254720).

Wyndham Garden Astana 4-star hotel Room prices for one night (in USD)	King Room	96 USD
	Twin Room	96 USD
	Business King Suite	205 USD
	Wellness King Suite	257 USD

For more detailed information about Wyndham Garden Astana please consult its website: [Wyndham-Garden-Astana](#).

Hampton by Hilton Astana Triumphal Arch 3-star hotel Room prices for one night (in USD)* (*) The breakfast is included	Twin Room	56 USD
	Queen Room	56 USD
	Superior Queen Room	81 USD

For more detailed information about Hampton by Hilton Astana Triumphal Arch please consult its website: Hamptoninn3.hilton-Astana.

Transfers between the hotels and the venue of the Assembly, Hilton Astana Hotel, will be provided by the host country on a daily basis before the first session and after the last session of the Assembly of each day.

Travel (flights) Arrangements

Delegations are requested to make their own travel arrangements. Please note that IACA does not reimburse travel costs.

From Nur-Sultan International Airport to the Conference Venue

Transportation between the Airport in Nur-Sultan and the conference hotel, Hilton Astana Hotel, as well as the other two hotels, Wyndham Garden Astana and Hampton by Hilton Astana Triumphal Arch, will be provided. Otherwise, participants can use taxis between the Airport and the hotels. A taxi between the Airport and Hilton Astana Hotel (around 20 minutes ride) costs approximately 10 USD per car.

Available Facilities at the Conference Venue

A wireless network connection will be available to all participants at the venue of the Assembly.

Banking service and several ATMs issuing local currency are available at the following address: Halyk Bank, “MEGA Silk Way” shopping center, 62 Kabanbay Batyr Avenue.

Postal services are located at 19/2 Uly Dala Street.

Medical assistance is available at 6 Turar Ryskulov Street.

A pharmacy is also located at the “MEGA Silk Way” shopping center, 62 Kabanbay Batyr Avenue.

Electrical power in Kazakhstan is supplied at 230V alternating current. The power sockets are of type C and F (“Euro” plugs).

For travel assistance please contact the hotel information desk.

First Aid and Emergency Numbers in Nur-Sultan and Kazakhstan

101 – Fire Department

102 – Police

103 – Emergency Medical Services

Weather

The Nur-Sultan weather forecast for the conference dates in October 2019 is cold and rainy, with temperature highs of around 10 degrees Celsius, and lows of around 0 degrees Celsius.

Contact Details of the Secretariat

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Please consult regularly the Assembly of Parties 2019 section of IACA's website for updates at: <http://www.iaca.int/governance/assembly-of-parties>, as well as IACA Mobile App.

Laxenburg, Austria, 23 July 2019