



INFORMATION NOTE

THE THIRTY-FIRST MEETING OF THE FOLLOW-UP COMMITTEE OF THE COMCEC

Ankara, 13-14 May 2015

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INTRODUCTION

The Standing Committee for Economic and Commercial Cooperation of the Organization of the Islamic Cooperation (COMCEC) is a Ministerial-level platform established at the Third Islamic Summit Conference in 1981. COMCEC commenced its activities in 1984 as the Fourth Islamic Summit Conference elected the President of the Republic of Turkey to its chairmanship. The COMCEC, in its annual meetings, discusses common economic issues as well as the global economic developments that are of concern to the Member Countries and considers new mechanisms to promote economic and commercial cooperation among them.

The Follow-up Committee, established at the First Session of the COMCEC in 1984, reviews the progress achieved in the implementation of the COMCEC decisions and reports to the annual COMCEC Session together with its recommendations. The Follow-up Committee meetings are held annually in Turkey.

In accordance with the Statute of the COMCEC, the Follow-up Committee consists of the Chairman, permanent Vice Chairmen, the current Summit Chair, the Rapporteur as well as one member state from each 3 geographical region of the OIC, and three members of the Previous Bureau. The Committee has been renewed in the 29th Session of the COMCEC which was held in 2013.

List of the Current Members of the COMCEC Follow-up Committee:

Republic of Turkey	Chairman (Permanent)
State of Palestine	Vice-Chairman (Permanent)
Kingdom of Saudi Arabia	Vice-Chairman (Permanent)
Arab Republic of Egypt	Chairman of the Current Summit
State of Kuwait	Vice-Chairman (Representing the Arab Region)
Republic of Indonesia	Vice-Chairman (Representing the Asian Region)
Republic of Niger	Vice-Chairman (Representing the African Region)
State of Qatar	Member of the Previous Bureau
Republic of Kazakhstan	Member of the Previous Bureau
Republic of Mali	Member of the Previous Bureau
Islamic Republic of Pakistan	Rapporteur

This note aims at providing some general information on arrangements being made for the meeting as well as some more practical information for the participants.

**DRAFT AGENDA OF THE 31st MEETING OF THE
FOLLOW-UP COMMITTEE OF THE COMCEC**

(Ankara, 13-14 May 2015)

1. Opening of the Meeting and Adoption of the Agenda
2. Report on the COMCEC Strategy and Its Implementation
3. The Implementation of the OIC Ten-Year Program of Action
4. Expansion of Intra-OIC Trade
5. Enhancing the Role of Private Sector in Economic Cooperation
6. Improving Transport and Communications
7. Developing a Sustainable and Competitive Tourism Sector
8. Increasing Productivity of Agriculture Sector and Sustaining Food Security
9. Eradicating Poverty
10. Deepening Financial Cooperation
11. Preparations for the Exchange of Views on “Post-2015 Development Agenda and Development Challenges of the Islamic Ummah: Improving Basic Service Delivery”
12. Draft Agenda of the 31st Session of the COMCEC
13. Any Other Business
14. Adoption of the Report

**DRAFT PROGRAMME OF THE 31st MEETING OF THE
FOLLOW-UP COMMITTEE OF THE COMCEC**

(Ankara, 13-14 May 2015)

12 May 2015 (Tuesday) (Side Event)

10.00 26th Meeting of the Sessional Committee

13 May 2015 (Wednesday)

09.00 1. Opening of the Meeting and Adoption of the Agenda

09.45 2. Report on the COMCEC Strategy and Its Implementation

10.15 3. The Implementation of the OIC Ten-Year Program of Action

10.45-11.00 Coffee Break

11.00 4. Expansion of Intra-OIC Trade

12.30 Lunch

14.00 5. Enhancing the Role of Private Sector in Economic Cooperation

6. Improving Transport and Communications

7. Developing a Sustainable and Competitive Tourism Sector

8. Increasing Productivity of Agriculture Sector and Sustaining Food Security

9. Eradicating Poverty

16.00-16.15 Coffee Break

16.15 10. Deepening Financial Cooperation

11. Preparations for the Exchange of Views on “Post-2015 Development Agenda and Development Challenges of the Islamic Ummah: Improving Basic Service Delivery”

12. Draft Agenda of the 31st Session of the COMCEC

13. Any Other Business

18.00 End of the Afternoon Session

20.00 Official Dinner to be hosted by H.E. Dr. Cevdet YILMAZ, Minister of Development of the Republic of Turkey and Chairman of the Follow-up Committee

22.00-24.00 Meeting of the Drafting Committee

14 May 2015 (Thursday)

14.00 Closing Session

14. Adoption of the Report

15.00 End of Meeting

INFORMATION ON THE ARRANGEMENTS FOR THE MEETING

Date and Venue of the Meeting

The Thirty-First Meeting of the Follow-up Committee will be held on 13-14 May 2015, at Sheraton Ankara Hotel.

All sessions of the Meeting will be held at the same Hotel.

Airport Welcoming Services

The welcoming and farewell services for the delegates will be available from 11 May to 15 May 2015.

All participants will be met at the Ankara Esenboğa Airport by the welcoming officers and then transferred to their hotels.

Participants are kindly requested to notify the COMCEC Coordination Office or Organizing Bureau of their names and flight schedules by April 25th, 2015 at the latest, for making the necessary arrangements.

Transport

There will be a pool of cars for the Heads of Delegation as well as the other delegates and the observers.

Registration

All delegates (whose names are communicated through diplomatic channels) are requested to register at Sheraton Ankara Hotel.

Hotel Accommodation

Accommodation and meal expenses (excluding all other expenses) of two delegates (including the Head of Delegation) from each invited member state at Sheraton Ankara Hotel from 12th to 14^h May 2015 (inclusive) will be borne by the Turkish Government. The Turkish Government will also bear the accommodation and meal expenses (excluding all other expenses) of one participant from each International Institution invited to the meeting, at the same hotel. Other members of delegation may wish to stay on their own account at the same hotel.

All participants are kindly requested to inform the COMCEC Coordination Office and/or Organizing Bureau (see Useful Addresses), by April 30th, 2015 at the latest, for hotel reservation and welcoming arrangements.

Identification Badges

Identification badges will be issued to all registered delegates. For the security reasons, all participants are kindly requested to wear their badges at all times during the meeting and social events for security reasons.

Information Desk

The Information Desk located at the lobby of Sheraton Ankara Hotel will be at the service of delegates from 12th to 15th May 2015.

Press Center

The Press Center will be located at the same Hotel. It will be open for all members of the foreign and local press carrying identification badges. All questions pertaining to press activities will be handled by this Center.

Internet Center

An Internet Centre will be available for the participants at Sheraton Ankara Hotel during the meeting.

Documentation Center

The Documentation Center will be operated at Sheraton Ankara Hotel during the meeting to produce meeting documents in official OIC languages.

Working Languages and Simultaneous Interpretation

Simultaneous Interpretation between Arabic, English, French and Turkish will be provided during all sessions.

Medical Facilities

Medical facilities of Ankara Sheraton Hotel will be at the disposal of the participants. In case of need, please contact with Information Desk.

Prayer Times

Prayer times in Ankara during the Meeting will be as follows:

<u>Date</u>	<u>Fajr</u>	<u>Shuruq</u>	<u>Dhuhr</u>	<u>Asr</u>	<u>Maghreb</u>	<u>Ishaa</u>
May 11	03:48	05:31	12:52	16:43	20:01	21:35
May 12	03:47	05:30	12:52	16:43	20:02	21:36
May 13	03:45	05:29	12:52	16:43	20:03	21:37
May 14	03:44	05:28	12:52	16:43	20:04	21:39
May 15	03:42	05:27	12:52	16:44	20:05	21:40

Departures

Delegates should contact as early as possible with the Information Desk located at the lobby of Sheraton Ankara Hotel to confirm their return flight reservations. To facilitate travel arrangements, the delegates are kindly requested to fill in the Flight Departure Forms and return them to the above mentioned desk.

USEFUL ADDRESSES

COMCEC COORDINATION OFFICE

Necatibey Cad. No:110/A, Kat: 7
06100 Ankara - TÜRKİYE

Tel. : (90) (312) - 294 57 10 - 294 57 30
Fax : (90) (312) - 294 57 77 - 294 57 79
e-mail : comcec@comcec.org
web : www.comcec.org

ORGANIZING BUREAU

ATAK Seyahat Acentası Turizm Ticaret A.Ş.

Aziziye Mah.Enis Behiç Koryürek Sok. No: 2/9
06690 Çankaya-Ankara / TURKEY

Tel. : (90) (312) –441 90 00
Fax : (90) (312) – 440 53 24
e-mail : atak@ataktravel.com
Web : www.ataktravel.com

MEETING HOTEL

SHERATON ANKARA HOTEL

Noktalı Sok. Kavaklıdere
06700 ANKARA /TURKEY

Tel. : (90) (312) – 45760 00
Fax : (90) (312) – 457 61 00
e-mail : kerem.icli@sheraton.com
Web : www.sheratonankara.com

SOME USEFUL INFORMATION FOR THE DELEGATES

Climate

The weather in Ankara in May is generally warm. The average temperature in this month is around +20 degrees Celsius, but it can fluctuate considerably. Afternoon rain showers are also frequent in May. Please be equipped accordingly. The latest weather forecast for Ankara may be accessed at: www.mgm.gov.tr

Local Time

The time in Turkey is G.M.T. plus 2 hours.

Electric Current

The electric current in Turkey is 220 Volt, AC 50 cycles. Two prong round plugs are used.

Visas

All participants are advised to check www.evisa.gov.tr or contact with the Turkish Consular Missions (where available) for visa requirements. For those participants coming from countries where there is no resident Turkish Consular Mission, visas will be issued upon arrival at Ankara Esenboğa Airport or İstanbul Atatürk Airport.

Health Requirements

Visitors to Turkey are not required to bear any vaccination certificates upon entry, provided that they are not coming from a country where there is an epidemic.

Currency and Exchange

The currency unit is the Turkish Lira. Exchange rate is 1 USD= 2.59 TL and 1€= 2.82 TL as of 6th April 2015. The most recent exchange rate values may be accessed at the website of the Central Bank of the Republic of Turkey (www.tcmb.gov.tr) Convertible foreign currency can be exchanged at the airport, hotels, exchange offices and at all banks, in accordance with the current exchange rates announced daily. International credit cards are widely used.

**DIPLOMATIC MISSIONS OF THE MEMBER COUNTRIES
OF THE FOLLOW-UP COMMITTEE OF THE COMCEC IN TURKEY**

<u>Country</u>	<u>Address</u>	<u>Telephone</u>
Egypt	Atatürk Bulvarı No:126 06680 Kavaklıdere, ANKARA	+90 (312) 4261026
Indonesia	Abdullah Cevdet Sok. No: 10 06680 Çankaya /ANKARA	+ 90 (312) 438 21 90-9 2
Kazakhstan	Kılıç Ali Sk. No: 6 Diplomatik Site 06450 ORAN /ANKARA	+ 90 (312) 491 91 00
Kuwait	Reşit Galip Cad. No: 110 G.O.P. /ANKARA	+ 90 (312) 445 05 76
Niger	Mahatma Gandhi Caddesi No:40 GOP /ANKARA	+ 90 (312) 436 10 13-14
Pakistan	İran Cad. No: 37 Diplomatik Site 06700 G.O.P. / ANKARA	+ 90 (312) 427 14 10-13
Palestine	Kılıç Ali Sk. No: 5 Diplomatik Site 06450 ORAN / ANKARA	+ 90 (312) 490 35 46
Qatar	Bakü Sk. No:6 Diplomatik Site 06450 ORAN / ANKARA	+ 90 (312) 490 72 74
Saudi Arabia	Turan Emeksiz Sk. No:6 06700 G.O.P. / ANKARA	+ 90 (312) 468 55 40-41-42
Mali (Honorary Consulate)	Hacı Adil Cad. Asma Sok.No:1 34330 1.Levent/ İSTANBUL	+ 90 (212) 258 15 98

LIST OF ALTERNATIVE HOTELS FOR DELEGATES STAYING AT THEIR OWN EXPENSE

Contact information of some of the alternative hotels in the Çankaya area are given below:

SHERATON HOTEL (***)**

<i>Noktalı Sokak No: 1 06700</i>	<i>Tel : +90 312 -457 60 00</i>	Single Room Bed&Breakfast	160 EURO
<i>Kavaklıdere / ANKARA</i>	<i>Fax: +90 312 -457 61 00</i>	Double Room Bed&Breakfast	190 EURO

ANKARA HİLTONSA (***)**

<i>Tahrır Cad. No:12 06700</i>	<i>Tel : +90 312- 455 00 00</i>	Single Room Bed&Breakfast	160 EURO
<i>Kavaklıdere / ANKARA</i>	<i>Fax : +90 312- 455 00 55</i>	Double Room Bed&Breakfast	190 EURO

SWISS HOTEL (***)**

<i>Yıldızevler Mah. Jose Marti Cad. 2 06660</i>	<i>Tel : +90 312- 409 30 00</i>	Single Room Bed&Breakfast	160 EURO
<i>Çankaya/ ANKARA</i>	<i>Fax : +90 312- 409 33 99</i>	Double Room Bed&Breakfast	190 EURO

LİMAK AMBASSADORE HOTEL (**)**

<i>Boğaz Sok. No:19</i>	<i>Tel : +90 312- 428 48 48</i>	Single Room Bed&Breakfast	110 EURO
<i>Kavaklıdere 06680 ANKARA</i>	<i>Fax : +90 312- 428 34 34</i>	Double Room Bed&Breakfast	140 EURO

HOTEL HOUSTON (**)**

<i>Güniz Sok. No:26 Kuşulu Park Mevkii</i>	<i>Tel : +90-312- 466 16 80</i>	Single Room Bed&Breakfast	110 EURO
<i>Kavaklıdere 06700 ANKARA</i>	<i>Fax : +90 312- 466 16 74</i>	Double Room Bed&Breakfast	140 EURO

SEĞMEN OTEL (*)**

<i>Büklüm Sokak No:13 Kavaklıdere</i>	<i>Tel: +90 312 417 53 74</i>	Single Room Bed&Breakfast	90 EURO
<i>ANKARA</i>	<i>Fax: +90 312 417 28 59</i>	Double Room Bed&Breakfast	110 EURO

ARGENTUM HOTEL (*)**

<i>Arjantin Cad. Borazan Sokak No:11</i>	<i>Tel: +90 312 426 46 56</i>	Single Room Bed&Breakfast	90 EURO
<i>G.O.P / ANKARA</i>	<i>Fax: +90 312 426 56 59</i>	Double Room Bed&Breakfast	110 EURO

The rates for the hotels are special rates for COMCEC attendees. Rooms will be allocated to the delegates in line with their request and availability of the hotels.