



## **INFORMATION NOTE**

### **THIRTY-THIRD MEETING OF THE FOLLOW-UP COMMITTEE OF THE COMCEC**

**Ankara, 10-11 May 2017**

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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 32<sup>nd</sup> Session of the COMCEC which was held in 2016.

### 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)
State of Qatar	Vice-Chairman (Representing the Arab Region)
Malaysia	Vice-Chairman (Representing the Asian Region)
Republic of Gabon	Vice-Chairman (Representing the African Region)
State of Kuwait	Member of the Previous Bureau
Republic of Indonesia	Member of the Previous Bureau
Republic of Niger	Member of the Previous Bureau
Islamic Republic of Pakistan	Rapporteur

*\*Republic of Turkey is also the Chairman of the Current Summit*

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.

Original: English



**DRAFT AGENDA OF THE 33<sup>rd</sup> MEETING OF THE  
FOLLOW-UP COMMITTEE OF THE COMCEC**

**(Ankara, 10-11 May 2017)**

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-2025: Programme of Action
4. 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. Alleviating Poverty
10. Deepening Financial Cooperation
11. Preparations for the Exchange of Views on “Improving Transnational Transport Corridors among the OIC Member Countries”
12. Draft Agenda of the 33<sup>rd</sup> Session of the COMCEC
13. Any Other Business
14. Adoption of the Report

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Original: English



**DRAFT PROGRAMME OF THE 33<sup>rd</sup> MEETING OF THE  
FOLLOW-UP COMMITTEE OF THE COMCEC**

**(Ankara, 10-11 May 2017)**

**9 May 2017 (Tuesday) (Side Event)**

10.00            30<sup>th</sup> Meeting of the Sessional Committee

**10 May 2017 (Wednesday)**

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

10.15–10.30    *Coffee Break*

10.30            2. Report on the COMCEC Strategy and Its Implementation

10.55            3. The Implementation of the OIC-2025: Programme of Action

11.20            4. 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. Alleviating Poverty

16.00-16.15 *Coffee Break*

16.15 10. Deepening Financial Cooperation

11. Preparations for the Exchange of Views on “Improving Transnational Transport Corridors among the OIC Member Countries”

12. Draft Agenda of the 33<sup>rd</sup> 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. Lütfi ELVAN, Minister of Development of the Republic of Turkey and Chairman of the Follow-up Committee

22.00-24.00 Meeting of the Drafting Committee

**11 May 2017 (Thursday)**

16.00 Closing Session

14. Adoption of the Report

17.00 End of Meeting

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## **INFORMATION ON THE ARRANGEMENTS FOR THE MEETING**

### **Date and Venue of the Meeting**

The Thirty-Third Meeting of the Follow-up Committee will be held on 10-11 May 2017 at Sheraton Ankara Hotel.

### **Airport Welcoming Services**

The welcoming and farewell services for the delegates will be available from 8 May to 12 May 2017. On arrivals, Organizing Committee staff will be waiting for delegates with COMCEC hand boards for hotel transfers at International / Domestic / VIP Arrivals Terminals. If any COMCEC staff are not present to meet delegates at the Airport, the delegates are kindly requested to apply COMCEC Welcome Desk located at the International Arrivals Terminal or call representatives of organizing company (Mr. Batuhan KISA, Phone Number: 00 90 534 646 11 40) and the COMCEC Coordination Office (Mr. Orhan ÖZTAŞKIN, Phone Number: 00 90 532 695 47 23)

Delegates, obliged to arrive in Ankara before 8 May 2017 due to flight restrictions, will also be welcomed at the airport provided that they inform the COMCEC Coordination Office in advance.

Participants are kindly requested to notify COMCEC Coordination Office or Organizing Company (see Useful Addresses) of their names and flight schedules latest by May 2<sup>nd</sup>, 2017 to enable the host officers to meet them at the airport and make necessary arrangements.

### **Transportation**

There will be a pool of cars for participants for airport-hotel transfers.

### **Registration & Information Desk**

All delegates whose names are notified to the Organizing Committee through diplomatic channels are requested to register at the Registration Desk to be located at the Conference Area at Sheraton Ankara Hotel.

### **Hotel Accommodation**

COMCEC will cover the accommodation and meal expenses (excluding all other expenses) of two delegates, including the Head of Delegation, from each invited member state from 9<sup>th</sup> to 11<sup>th</sup> May 2017 (check-in date: 9 May 2017, check out date: 12 May 2017, 3 nights in total) at Sheraton Ankara Hotel. The COMCEC will also cover 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) latest by May 2<sup>nd</sup>, 2017 for hotel reservation and welcoming arrangements.

**NOTE:** If you have an accompanying person and prefer to stay at a double room, the price difference for double room will not be covered by the COMCEC.

### **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 official dinner.

### **Transportation Desk**

The Transportation Desk located at the lobby of Sheraton Ankara Hotel will be at the disposal of the delegates from 9<sup>th</sup> to 12<sup>th</sup> May 2017.

### **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**

A fully occupied Internet Centre will be at the service of 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 Conference documents in the official languages of the OIC

### **Working Languages and Simultaneous Interpretation**

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

### **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>
<b>May 08</b>	<b>03:53</b>	<b>05:34</b>	<b>12:52</b>	<b>16:42</b>	<b>19:58</b>	<b>21:32</b>
<b>May 09</b>	<b>03:52</b>	<b>05:33</b>	<b>12:52</b>	<b>16:42</b>	<b>19:58</b>	<b>21:32</b>
<b>May 10</b>	<b>03:50</b>	<b>05:32</b>	<b>12:52</b>	<b>16:42</b>	<b>19:59</b>	<b>21:33</b>
<b>May 11</b>	<b>03:48</b>	<b>05:31</b>	<b>12:52</b>	<b>16:43</b>	<b>20:00</b>	<b>21:34</b>
<b>May 12</b>	<b>03:47</b>	<b>05:30</b>	<b>12:52</b>	<b>16:43</b>	<b>20:01</b>	<b>21:36</b>



## **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 70  
Mobile : (90) 554 727 65 55 (Mr. Fazıl ALATA)  
Fax : (90) (312) - 294 57 77  
e-mail : [falata@comcec.org](mailto:falata@comcec.org)  
web : [www.comcec.org](http://www.comcec.org)

### **CONFERENCE BUREAU**

MAT ETKİNLİK ORGANİZASYON TİC. LTD. ŞTİ  
Mustafa Kemal Mah. 2141. Cadde Akay Plaza No: 22/15 Çankaya/Ankara

Tel: + 90 312 219 84 95  
Fax: + 90 312 219 95 96  
e-mail: [info@matevent.com.tr](mailto:info@matevent.com.tr)  
Web: [www.matevent.com.tr](http://www.matevent.com.tr)

### **MEETING HOTEL**

#### **SHERATON ANKARA HOTEL**

Noktalı Sok. Kavaklıdere  
06700 ANKARA /TURKEY

Tel. : (90) (312) 457 60 00  
Fax : (90) (312) 457 61 00  
e-mail : [ankara.reservations@sheraton.com](mailto:ankara.reservations@sheraton.com)  
Web : [www.sheratonankara.com](http://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](http://www.mgm.gov.tr)

### **Local Time**

The time in Turkey is G.M.T. plus 3 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](http://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 in Turkey is Turkish Lira. Exchange rate is 1 USD= 3.59 TL and 1€= 3.91 TL as of 25 April 2017. 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](http://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**

<b><u>Country</u></b>	<b><u>Address</u></b>	<b><u>Telephone</u></b>
Indonesia	Abdullah Cevdet Sok. No: 10 06680 Çankaya /ANKARA	+ 90 (312) 438 21 90
Gabon	16/609 İlkbahar Mah. Oran /Çankaya/ANKARA	+ 90 (312) 492 05 69
Kuwait	Reşit Galip Cad. No: 110 G.O.P. /ANKARA	+ 90 (312) 445 05 76
Malaysia	Mahatma Gandhi Caddesi No:58 06700 G.O.P. / ANKARA	+ 90 (312) 446 35 47
Niger	Mahatma Gandhi Caddesi No:40 G.O.P /ANKARA	+ 90 (312) 436 10 13
Pakistan	İran Cad. No: 37 Diplomatik Site 06700 G.O.P. / ANKARA	+ 90 (312) 427 14 10
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

## LIST OF ALTERNATIVE HOTELS

Contact information of some of the alternative hotels in the Çankaya area for delegates staying at their own expense are given below:

### **SHERATON HOTEL (\*\*\*\*\*)**

Noktalı Sokak No: 1 06700 Kavaklıdere / ANKARA  
Tel : +90 312 -457 60 00 Single Room Bed&Breakfast 270 TL  
Fax: +90 312 -457 61 00 Double Room Bed&Breakfast 356 TL

### **ANKARA HİLTONSA (\*\*\*\*\*)**

Tahrar Cad. No:12 06700 Kavaklıdere / ANKARA  
Tel : +90 312- 455 00 00 Single Room Bed&Breakfast 89 EURO  
Fax : +90 312- 455 00 55 Double Room Bed&Breakfast 100 EURO

### **SWISS HOTEL (\*\*\*\*\*)**

Yıldızevler Mah. Jose Marti Cad. 2 06660 Çankaya/ ANKARA  
Tel : +90 312- 409 30 00 Single Room Bed&Breakfast 95 EURO  
Fax : +90 312- 409 33 99 Double Room Bed&Breakfast 127 EURO

### **LİMAK AMBASSADORE HOTEL (\*\*\*\*)**

Boğaz Sok. No:19 Kavaklıdere 06680 ANKARA  
Tel : +90 312- 428 48 48 Single Room Bed&Breakfast 64 EURO  
Fax : +90 312- 428 34 34 Double Room Bed&Breakfast 77 EURO

### **CLASS HOTEL (\*\*\*\*)**

Bestekar Sok. No:64 06680 Kavaklıdere ANKARA  
Tel : +90-312- 466 18 50 Single Room Bed&Breakfast 37 EURO  
Fax : +90 312- 466 99 85 Double Room Bed&Breakfast 49 EURO

### **BEST HOTEL (\*\*\*\*)**

Atatürk Bulvarı No: 195 06680 Kavaklıdere ANKARA  
Tel : +90-312- 467 08 08 Single Room Bed&Breakfast 46 EURO  
Fax: +90-312-467 08 85 Double Room Bed&Breakfast 57 EURO

### **SEĞMEN OTEL (\*\*\*)**

Büklüm Sokak No:13 Kavaklıdere ANKARA  
Tel: +90 312 417 53 74 Single Room Bed&Breakfast 35 EURO  
Fax: +90 312 417 28 59 Double Room Bed&Breakfast 44 EURO

### **ARGENTUM HOTEL (\*\*\*)**

Arjantin Cad. Borazan Sokak No:11 G.O.P / ANKARA  
Tel: +90 312 426 46 56 Single Room Bed&Breakfast 37 EURO  
Fax: +90 312 426 56 59 Double Room Bed&Breakfast 46 EURO

Rooms will be allocated to the delegates in line with their request and availability of the hotels.

For Reservations:

MAT ETKİNLİK ORGANİZASYON TİC. LTD. ŞTİ  
Mustafa Kemal Mah. 2141. Cadde Akay Plaza No: 22/15 Çankaya/Ankara  
Tel: + 90 312 219 8495  
Fax: + 90 312 219 95 96  
e-mail: info@matevent.com.tr  
Web: www.matevent.com.tr