



## **INFORMATION NOTE**

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

**Ankara, 9-10 May 2018**

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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 Committee also prepares the Draft Agenda of the COMCEC Ministerial Session. 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)
Kingdom of Saudi Arabia	Vice-Chairman (Permanent)
State of Palestine	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)
Islamic Republic of Pakistan	Rapporteur
State of Kuwait	Member of the Previous Bureau
Republic of Indonesia	Member of the Previous Bureau
Republic of Niger	Member of the Previous Bureau

*\*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 34<sup>th</sup> MEETING OF THE  
FOLLOW-UP COMMITTEE OF THE COMCEC**

**(Ankara, 9-10 May 2018)**

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 “Facilitating Trade: Improving Customs Risk Management Systems in the OIC Member States”
12. Draft Agenda of the 34<sup>th</sup> Session of the COMCEC
13. Any Other Business
14. Adoption of the Report



**DRAFT PROGRAMME OF THE 34<sup>th</sup> MEETING OF THE  
FOLLOW-UP COMMITTEE OF THE COMCEC**

**(Ankara, 9-10 May 2018)**

**8 May 2018 (Tuesday) (Side Event)**

10.00 32<sup>nd</sup> Meeting of the Sessional Committee

**9 May 2018 (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 “Facilitating Trade: Improving Customs Risk Management Systems in the OIC Member States”
  - 12. Draft Agenda of the 34<sup>th</sup> Session of the COMCEC
  - 13. Any Other Business
- 18.00 End of the Afternoon Session
- 22.00-24.00 Meeting of the Drafting Committee

**10 May 2018 (Thursday)**

- 15.00 Closing Session
  - 14. Adoption of the Report
- 16.00 End of the Meeting

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

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

The Thirty-Fourth Meeting of the Follow-up Committee will be held on 9-10 May 2018 at Ankara HiltonSa Hotel.

### **Airport Welcoming Services**

The welcoming and farewell services for the delegates will be available from **7 May to 11 May** 2018. 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. Ulvi ASADZADE Phone Number: 00 90 0533 415 2963) and the COMCEC Coordination Office (Mr. Orhan ÖZTAŞKIN, Phone Number: 00 90 532 695 4723, Mr. Nazım GÜMÜŞ, Phone Number: 00 90 533 717 1233)

Delegates, obliged to arrive in Ankara before 7 May 2018 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>, 2018 to enable the host officers to meet them at the airport and make necessary arrangements.

### **Transportation**

Airport-hotel-airport transfer services will be available for participants.

### **Registration**

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 Ankara HiltonSa 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 8<sup>th</sup> to 10<sup>th</sup> May 2018 (check-in date: 8 May 2018, check out date: 11 May 2018, 3 nights in total) at Ankara HiltonSa 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>, 2018 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.

**Information Desk**

The Information Desk located at the lobby of Ankara HiltonSa Hotel will be at the disposal of the delegates 8 May to 11 May 2018 from 08.00 a.m. to 12.00 p.m. daily.

**Documentation Center**

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

**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:

DATE	FAJR	SHURUG	DHUHR	ASR	MAGHREB	ISHAA	QIBLAH HOUR
MAY 07	03:56	05:35	12:51	16:41	19:55	21:27	12:12
MAY 08	03:54	05:34	12:51	16:42	19:56	21:29	12:12
MAY 09	03:53	05:33	12:51	16:42	19:57	21:30	12:12
MAY 10	03:51	05:32	12:51	16:42	19:58	21:32	12:12
MAY 11	03:50	05:31	12:51	16:42	19:59	21:33	12:13

**Departures**

Delegates should contact as early as possible with the Information Desk located at the lobby of Ankara HiltonSa 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 -30  
Fax : (90) (312) - 294 57 77  
e-mail : [comcec@comcec.org](mailto:comcec@comcec.org)  
web : [www.comcec.org](http://www.comcec.org)

### **ORGANIZATION COMPANY**

#### **SERENAS GROUP**

Hilal Mahallesi, Cezayir Cad. No:13,  
06550 Çankaya/Ankara  
Tel: + 90 (0312) 440 50 11  
Fax: + 90 312 441 45 64  
e-mail: [comcefc34@serenas.com.tr](mailto:comcefc34@serenas.com.tr)  
Web: [www.serenas.com.tr](http://www.serenas.com.tr)

### **MEETING HOTEL**

#### **ANKARA HILTONSA HOTEL**

Kavaklıdere Mah. Tahran Cad. No:12  
06700 ANKARA /TURKEY

Tel. : (90) (312) 455 00 00  
Fax : (90) (312) 455 00 55  
e-mail : [ankara\\_info@hilton.com](mailto:ankara_info@hilton.com)  
Web : [www.hilton.com](http://www.hilton.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 = 4.17 TL and 1€= 5.17 TL as of 11 April 2018. 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

### TELEPHONE

Tel : +90 312 -457 60 00

Fax: +90 312 -457 61 00

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

Yıldızevler Mah. Jose Marti Cad. 2 06660

Çankaya/ ANKARA

Tel : +90 312- 409 30 00

Fax : +90 312- 409 33 99

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

Boğaz Sok. No:19

Kavaklıdere 06680 ANKARA

Tel : +90 312- 428 48 48

Fax : +90 312- 428 34 34

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

Bestekar Sok. No:64 06680

Kavaklıdere ANKARA

Tel : +90-312- 466 18 50

Fax : +90 312- 466 99 85

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

Atatürk Bulvarı No: 195 06680

Kavaklıdere ANKARA

Tel : +90-312- 467 08 08

Fax: +90-312-467 08 85

### **SEĞMEN OTEL (\*\*\*)**

Büklüm Sokak No:13 Kavaklıdere

ANKARA

Tel: +90 312 417 53 74

Fax: +90 312 417 28 59

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

Arjantin Cad. Borazan Sokak No:11

G.O.P / ANKARA

Tel: +90 312 426 46 56

Fax: +90 312 426 56 59

### **For Reservations:**

### **SERENAS GROUP**

Hilal Mahallesi, Cezayir Cad. No:13,

06550 Çankaya/Ankara

Tel: + 90 (0312) 440 50 11

Fax: + 90 312 441 45 64

e-mail: comcefc34@serenas.com.tr

Web: www.serenas.com.tr

## **ELECTRONIC DOCUMENTATION SYSTEM (DOCUMENT FILE)**

During the meeting, the document file can be viewed according to Annotated Agenda Items using the Ipads, which will be ready on the desks of the Heads of Delegations. Other delegates can follow the same documents from the link which will be active during the meeting at the addresses given above.

### **DOCUMENTS OF THE 34<sup>th</sup> MEETING OF THE FOLLOW-UP COMMITTEE OF THE COMCEC**

All documents prepared for the 34<sup>th</sup> Meeting of the Follow-up Committee of the COMCEC will be available on COMCEC website. Documents will be updated as they become available Delegates are advised to check updates regularly from the addresses below:

English: <http://www.comcec.org/en/comcec/follow-up-committee/follow-up-committee-meetings/34-follow-up/>

French: <http://www.comcec.org/fr/comcec/comite-du-suivi/reunions-du-comite-de-suivi/34-suivi/>

Arabic: <http://www.comcec.org/ar/34-follow-up/>

Turkish: <http://www.comcec.org/isedak/izleme-komitesi/izleme-komitesi-toplantilari/34-izleme/>

### **COMCEC PUBLICATIONS**

COMCEC Publications and reports of the previous meetings are available as full text ebooks on **ebook.comcec.org**.

All documents, reports and media of the previous COMCEC Meetings are also available on COMCEC website, **<http://www.comcec.org/en/comcec/follow-up-committee-meetings>**.