



INFORMATION BOOKLET
39th MEETING OF THE FOLLOW-UP COMMITTEE
OF THE COMCEC

Ankara, 23-24 May 2023

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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 is one of the organs of the COMCEC to assist the General Assembly of the COMCEC in fulfillment of its responsibilities. The Follow-up Committee is composed of Ministers responsible for the fields of competence of the COMCEC or their representatives. It was established at the first Session of the COMCEC held in İstanbul in 1984 and convened its First Meeting in İstanbul in September 1985. The committee reviews the progress in the implementation of the programs and projects approved by the General Assembly of the COMCEC and makes recommendations thereon. The Committee also prepares the draft agenda of the General Assembly.

The Follow-up Committee of the COMCEC convenes annually, usually in May, in the Republic of Türkiye. The Follow-up Committee is composed of the representatives of the Permanent Chairman, Permanent Vice-Chairmen, Chairman of the Summit, Rapporteur and Vice-Chairmen representing the three geographical regions (Africa, Arab and Asia) and three members of the previous Bureau. Rapporteur and the Vice-Chairmen representing three geographical regions are renewed in every three years by the COMCEC. The current composition of the Follow-up Committee as determined at the 38th Session of the COMCEC is listed below.

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

Republic of Türkiye	Chairman (Permanent)
Kingdom of Saudi Arabia	Vice-Chairman (Permanent)
State of Palestine	Vice-Chairman (Permanent)
State of Qatar	Vice-Chairman Representing the Arab Region
Brunei Darussalam	Vice-Chairman Representing the Asian Region
Senegal	Vice-Chairman Representing the African Region
Islamic Republic of Pakistan	Rapporteur
State of Kuwait	Member of Previous Bureau
Republic of Indonesia	Member of Previous Bureau
Federal Republic of Nigeria	Member of Previous Bureau

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 39th MEETING OF THE
FOLLOW-UP COMMITTEE OF THE COMCEC**

(May 23rd-24th, 2023, Ankara)

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. Deepening Financial Cooperation
7. Improving Transport and Communications
8. Developing a Sustainable and Competitive Tourism Sector
9. Increasing Productivity of Agriculture Sector and Sustaining Food Security
10. Alleviating Poverty
11. Cooperation on Digital Transformation
12. Preparations for the Exchange of Views on “Improving E-Commerce Capacities of OIC Member Countries”
13. Draft Agenda of the 39th Session of the COMCEC
14. Any Other Business
15. Adoption of the Report

**DRAFT PROGRAMME OF THE 39th MEETING OF THE
FOLLOW-UP COMMITTEE OF THE COMCEC**

(Ankara, 23-24 May 2023)

16 May 2023 (Tuesday) (Virtually Side Event)

13.00-14.45 42nd Meeting of the Sessional Committee

23 May 2023 (Tuesday)

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| 09.00 | 1. Opening of the Meeting and Adoption of the Agenda |
| 10.15 | 2. Report on the COMCEC Strategy and Its Implementation |
| 10.45 | 3. The Implementation of the OIC-2025: Programme of Action |
| 11.15 | 4. Intra-OIC Trade |
| 12.30 | <i>Lunch</i> |
| 14.00 | 5. Enhancing the Role of Private Sector in Economic Cooperation |
| 14.30 | 6. Deepening Financial Cooperation |
| 15.30 | 7. Improving Transport and Communications |
| 15.50 | 8. Developing a Sustainable and Competitive Tourism Sector |
| 16.10
Security | 9. Increasing Productivity of Agriculture Sector and Sustaining Food |
| 16.30 | 10. Alleviating Poverty |
| 17.00-17.15 | <i>Coffee Break</i> |
| 17.15 | 11. Cooperation on Digital Transformation |

- 17.40 12. Preparations for the Exchange of Views on “Improving E-Commerce Capacities of OIC Member Countries”
- 18.00 13. Draft Agenda of the 39th Session of the COMCEC
- 18.05 14. Any Other Business
- 18.15 End of the Afternoon Session
- 22.00-24.00 Meeting of the Drafting Committee

24 May 2023 (Wednesday)

- 14.00 Closing Session
15. Adoption of the Report
- 15.00 End of the Meeting

INFORMATION ABOUT THE ARRANGEMENTS FOR THE MEETING

Date and Venue of the Meeting

The Thirty-Ninth Meeting of the Follow-up Committee will be held on 23-24 May, 2023 at Ankara HiltonSA Hotel.

Registration

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

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.

Dark Blue : Members of Delegation
Green : COMCEC Coordination Office
Orange : Staff

Working Languages and Interpretation

Simultaneous Interpretation among English, French, Arabic and Turkish will be provided during all sessions. The main documents of the Meeting will be produced in three OIC languages.

Airport Welcoming Services

The welcoming and farewell services for the delegates will be available from **22 May to 24 May 2023**. 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 (VOLKAN SARIKAYA-00905066834747) and COMCEC Coordination Office (Ozan LİF-00905356476860).

Participants are kindly requested to notify COMCEC Coordination Office or Organizing Company (see Useful Addresses) of their names and flight schedules latest by May 15th, 2023 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.

Accommodation

COMCEC shall bear the hotel accommodation and meal expenses (excluding all other expenses) for three representatives (one person as Head of Delegation and two other guests) from each member countries and two representatives (one person as Head of Organization and one other guest) from each member organization from 22nd to 24th May 2023 (check-in date: 22 May 2023, check out date: 25 May 2023, 3 nights in total) at the Ankara HiltonSA Hotel.

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.

- Single room : 4.000,00 ₺ (VAT incl.)
- Double room : 5.000,00 ₺ (VAT incl.)

List of Alternative Hotels

Delegates may ask assistance of Organizing Company for hotel reservations or make their own reservations.

Flight Confirmations and Departures

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

USEFUL ADDRESSES

COMCEC COORDINATION OFFICE

Necatibey Cad. No:110/A
06100 Ankara / TURKEY
Tel : (90) (312) 294 57 10 - 294 57 06
Fax : (90) (312) 294 57 77 - 294 57 79
E-mail : comcec@comcec.org
Web : www.comcec.org

ORGANIZING COMPANY

SENCRON YÖNETİM DANIŞMANLIK ANONİM ŞİRKETİ

Mustafa Kemal Mah. 2132 Sk. 9/3
Çankaya/Ankara
Tel : (90) (312) 219 76 10
Fax : (90) (312) 219 72 10
Web : www.sencron.com.tr

MEETING HALL & HOTEL

ANKARA HILTONSA
Kavaklıdere, Tahran Cd. No:12, 06700
Çankaya/Ankara
Telefon : +90 0312 455 00 00

SOME PRACTICAL INFORMATION FOR THE DELEGATES

Climate

The weather in Ankara in April is generally sunny. The average temperature in May is around 20 degrees Celsius. The latest weather forecast for Ankara may be accessed at: www.mgm.gov.tr

Prayer Times

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

DATE	FAJR	SUN	DHUHR	ASR	MAGHR EB	ISHAA
22.05.2023	03:35	05:21	12:50	16:45	20:09	21:48
23.05.2023	03:33	05:20	12:50	16:45	20:10	21:50
24.05.2023	03:32	05:20	12:50	16:46	20:11	21:51
25.05.2023	03:31	05:19	12:50	16:46	20:12	21:52

Local Time

The time zone 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 or contact with the Turkish Consular Missions (where available) for visa requirements. For the 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

Guests 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 = 19.56 TL and 1€= 21.38 TL as of 11 May 2023. 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.

Addresses of Diplomatic Missions

Contact Information of Consular Missions in İstanbul is listed at the diplomatic portal, <http://cd.mfa.gov.tr/mission/mission-list?clickedId=3>

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 39th MEETING OF THE FOLLOW-UP COMMITTEE OF THE COMCEC

All documents prepared for the 39th 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: <https://www.comcec.org/39th-electronic-documents-and-reports/>

French: <https://www.comcec.org/fr/39eme-documents-et-rapports-electroniques/>

Arabic: <https://www.comcec.org/ar/39th-electronic-documents-and-reports/>

Turkish: <https://www.comcec.org/tr/39-isedak-izleme-komitesine-sunulan-dokuman-ve-raporlar/>

COMCEC PUBLICATIONS

COMCEC Publications and reports of the previous meetings are available as full text e-books on;

<http://ebook.comcec.org/Home?lang=2>

All documents, reports and media of the previous COMCEC Ministerial Sessions are also available on COMCEC website;

<https://www.comcec.org/follow-up-committee/follow-up-committee-meetings/>