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## **NATO Parliamentary Assembly**

### **MINUTES**

Meeting of the Secretaries of Delegations  
*Room 2000D, Québec City Convention Centre, Québec City, Canada*

Monday 13 November 2006

## ATTENDANCE LIST

<b>Chairperson</b>	Elizabeth Rody (Chief of Protocol and Head of Conference Secretariat, Parliament of Canada)
<b>Secretary of the Canadian Delegation</b>	Denis Robert
<b>Deputy Secretary General</b>	David Hobbs
<b>Deputy to the Secretary General for Partnerships and External Relations</b>	Andrea Cellino
<b>Head, Conference Service</b>	Gill Rawling
<b>IT Manager</b>	Dwight Griswold
<b>Secretaries of delegations</b>	
Algeria (Council of the Nation)	Mahmoud Assala
Armenia (National Assembly)	Zabela Ghazaryan (acting)
Azerbaijan (National Assembly)	Rahim Akhundov
Bulgaria (National Assembly)	Borislav Penchev
Canada	<i>At head table</i>
Czech Republic (Senate)	Jiri Krbec
Czech Republic (Chamber of Deputies)	Jana Schneeweissova
Denmark (Folketing)	Morten Roland Hansen
Estonia (Riigikogu)	Tanja Espe
European Parliament	Luis Balsells (acting)
Finland (Eduskunta)	Heikki Savola
France (National Assembly)	Frédéric Taillet
Georgia (Sakartvelos)	Archil Osidze
Germany (Bundesrat)	Annemarie Bürsch
Germany (Bundestag)	Rainer Büscher
Greece (Chamber of Deputies)	Vassiliki Ioannidou (acting)
Hungary (National Assembly)	Károly Tüzes
Iceland (Althing)	Stigur Stefánsson
Italy (Chamber of Deputies)	Cristina De Cesare
Latvia (Saeima)	Sandra Paura
Lithuania (Seimas)	Snieguole Ziukaite
Luxembourg (Chamber of Deputies)	Isabelle Barra
Netherlands	Leo van Waasbergen
Norway (Storting)	Marit Gjeltten
Poland (Sejm)	Natalia Jaskiewicz
Portugal (Assembly of the Republic)	Luísa Pinto Basto
Romania (House of Deputies)	Irina Bojin
Romania (Senate)	Ioan Ilie
Slovakia (National Council)	Jarmila Novakova
Sweden (Riksdag)	Nicolas Barbier (acting)
Turkey (Grand National Assembly)	Yesim Uslu
Ukraine (Supreme Rada)	Ihor Mysyk
United Kingdom (House of Commons)	Libby Davidson
United States (House of Representatives)	Susan Olson
United States (Senate)	Julia Reed

**Accompanying the delegations**

Albania  
 France  
 Germany  
 Germany  
 Germany  
 Greece  
 Italy (Senate)  
 Italy (Chamber of Deputies)  
 Italy (Chamber of Deputies)  
 Netherlands  
 Norway  
 Poland  
 Romania  
 Spain  
 United Kingdom  
 United Kingdom

Denis Gila  
 Sylvie Bizzozzero  
 Andrea Bou-Said  
 Sybille Koch  
 Juliane Meyl  
 Sophia Vergis  
 Laura Ellina Tabladini  
 Pia Califano  
 Stefania Perozzi  
 Wilma Kooijman  
 Lisbeth Merete Stock  
 Andrzej Januszewski  
 Ionel Ivan  
 Araceli Quintano  
 Sue Holt  
 Andrew Hubner

**Canadian Secretariat**

Jim Cox

**International Secretariat**

Eva Antunano  
 Isabelle Arcis  
 Andrius Avizius  
 Sébastien Botella  
 Helen Cadwallender  
 Roberta Calorio  
 Salima Chebrek  
 Arianna Checchi  
 Paul Cook  
 Joanna Ganson  
 Valérie Geffroy  
 Dominique Gins  
 Christine Heffinck  
 André Kahlmeyer  
 Reena Panchal  
 Žana Paul  
 Ruxandra Popa  
 James Rhys  
 Steffen Sachs  
 Christine Salmon  
 Zachary Selden  
 Olga Stuzhinskaya  
 Svitlana Svyetova  
 Tim Sweijs  
 Claire Watkins  
 Catherine Zekas

**Minute Writers**

Maureen Sinanoglu  
 Jeannie Vest

**The meeting opened at 10.15 with Mrs Elizabeth Rody (Chief of Protocol and Head of Conference Secretariat) in the Chair.**

#### **1. Opening of the proceedings**

The Secretary of Delegation, **Mr Denis Robert** (CA), welcomed everyone to Québec and introduced **Mrs Elizabeth Rody**, who introduced the local staff and team of co-ordinators responsible for the Session preparation.

**Mr Hobbs** (NATO PA) expressed his tremendous pleasure to be in Québec and noted the professionalism, competence and warm welcome of the organizers.

**Ms Rawling** (NATO PA) introduced the new Secretary of Delegation: Ms Jana Schneeweissova from the Chamber of Deputies (CZ). She then welcomed those replacing the official Secretaries of Delegation for this Session only: Mrs Manjola Alizoti-Enz (AL), Mrs Zabela Ghazaryan (AM), Mr Luis Balsells (European Parliament), Mrs Vassiliki Ioannidou (GR), Ms Alja Skibin (SI), Mr Jorge Villarino (SP), Mr Nicolas Barbier (SE), Mr Alexandre Füzesséry (CH). She also introduced the new Mediterranean Research Fellow at the NATO PA, André Kahlmeyer.

#### **2. Adoption of the Draft Agenda [210 SD 06 E]**

**The Draft Agenda [210 SD 06 E] was adopted.**

#### **3. Adoption of the Minutes of the meeting of the Secretaries of Delegation held in Paris, France, on Friday 26 May 2006 [145 SD 06 E]**

**The Minutes [145 SD 06 E] were adopted.**

#### **4. Questions concerning the current session [handbook]**

**Mrs Rody** (CA) reviewed details on the working programme for the Session, and made a PowerPoint presentation covering general information and the social programme.

**Mr Rhys** (NATO PA) emphasized the delicately balanced table plan for the Standing Committee dinner to be held on 15 November and urged delegates to confirm their presence and that of their spouse.

**Mrs Rody** then continued with the presentation regarding transport arrangements, lunch facilities, and environmental stewardship.

**Mr Hobbs** mentioned the change in the title "Opening Ceremony" to "Keynote Addresses" and also that nominations for Assembly officers must be handed in to the Sittings Office well before Thursday 16 November. He also referred to the new document regarding the procedure for Committee resolutions in Committees and in the plenary sitting.

#### **5. Consideration of the Draft Agenda of the Standing Committee meeting [211 SC 06 E Rev.1]**

**Mr Hobbs** briefly reviewed the Draft Agenda, mentioning the items dealing with the ongoing work in the Working Group on Assembly Reform and the amendments to the Assembly Rules of Procedure.

He also mentioned that the Secretary General's Report had been mutated into a report for the Co-ordination Meeting that afternoon as well as for discussion in the Standing Committee. He

informed participants that following the dry run meeting in Copenhagen which had been held on an ad hoc basis, attendance at the Co-ordination Meeting should include both Committee and Sub-Committee Chairmen, as well as Secretaries of Delegations if they wished to observe the proceedings.

He announced that due to scheduling conflicts, Mr Lellouche (FR) would be unable to chair the Standing Committee meeting or preside at the Plenary Sitting and that substitutes would be discussed by the Bureau.

**6. Preparation of the Standing Committee meeting in Budapest, Hungary, from 23 to 25 March 2007**

**Mr Tüzes** (HU) provided information regarding the meeting of the Standing Committee in Budapest from 23 to 25 March 2007. He informed participants that hotel accommodation had been pre-reserved at the Sofitel Hotel. Reservation forms would be distributed in early December by the International Secretariat and should be returned by 31 January 2007 at the latest.

Additionally, he informed participants of an exhibition being held in Quebec commemorating the Revolution of the 50<sup>th</sup> Anniversary of the 1956 Hungarian Revolution and Fight for Freedom, and that during the session the Political Committee would be adopting a resolution recognising the importance of that Revolution.

**7. Preparation of the Spring Session in Madeira, Portugal, from 25 to 28 May 2007**

**-Draft Programme [056 SESP 06 E]**

**Ms Pinto Basto** (PT) informed participants that arrangements for the Spring Session in Madeira were moving along quickly and smoothly in close co-operation with Ms Rawling and the secretariat of the NATO-PA.

**A video on Madeira was shown.**

She invited participants to take copies of the brochures she had provided which indicated the hotels selected for the Session.

**Ms Rawling** informed participants that the official accommodation document would be distributed during the first week of December 2006.

**8. Preparation of the 53<sup>rd</sup> Annual Session in Reykjavik, Iceland, from Friday 5 to Tuesday 9 October 2007**

**- Draft Programme [217 SESA 06 E]**

**Mr Stefánsson** (IS) pointed out that the annual session being held in Reykjavik from 5 to 9 October 2007 marked the first time Iceland would be hosting a NATO Parliamentary Assembly Session. He would give fuller information at the Secretaries of Delegations meeting in Madeira and would endeavour to provide a video on that occasion.

**9. Future Sessions and Meetings [024 GEN 06 E Rev.2]**

**- Meetings in 2008, 2009 and 2010**

No comments.

**10. Liaison between Delegations and the International Secretariat**

**Ms Heffinck** (NATO PA) invited comments from participants on the new procedure for the payment of transportation in connection with Committee visits.

There being no negative comments, she informed participants that the new system would be used for the TransAtlantic Seminar, and that their payments should be made quickly in view of the closure of accounts.

Participants were advised to take note of the booklet "Guidelines for Committee Visits" which gave procedural details for the organisation of such visits.

**11. Any other business**

**Ms Olson** (US) wished to know whether the security measures taken that morning on entering the building, which concerned in particular the control of all electronic devices, would be applied throughout the session.

**Mrs Rody** replied that they were normal security procedures and would continue until the close of the Session. They would however be speeded up by additional personnel.

**The meeting closed at 11.00.**

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