



DRAFT

Copenhagen, 30 September 2011

**Memorandum on the OSCE PA Observation of the
Presidential Election in the Kyrgyz Republic, 30 October 2011**

Delegation

President Petros Efthymiou has appointed Walburga Habsburg Douglas, Vice-President of the OSCE Parliamentary Assembly and the Head of the Swedish Delegation to the OSCE PA to lead the Mission. Ms. Habsburg Douglas was also designated by Minister Azubalis, the Chairperson-in-Office of the OSCE, to lead the short-term OSCE observers. The OSCE PA mission will work in co-operation with the long-term observation mission deployed by the OSCE ODIHR.

Hotel

The OSCE PA Delegation will stay at:

Hyatt Regency Bishkek

Bishkek, Kyrgyzstan

Tel: +996 312 66 1234

Fax: +996 312 66 9305

Email: reservations.hrbishkek@hyatt.com

<http://bishkek.regency.hyatt.com/hyatt/hotels/index.jsp?null>

The prices are:

- 292.12 USD for Single Standard Queen Room including breakfast, VAT, service charge and sales tax
- 315.50 USD for Double (Twin) Deluxe King Room including breakfast, VAT, service charge and sales tax

The Hotel deadline is 13 October 2011. Please note that there is a limited number of Standard rooms, which will be available on a first-come, first-serve basis.

Preliminary Programme

The preliminary programme for the OSCE PA Observation Mission is as follows:

- Friday, 28 October
 - 11:30 Registration opens (outside the Briefing room)
 - 12:00 – 16:00 Briefing programme – Shayr room, Hyatt Regency Bishkek
- Saturday, 29 October
 - 10:00 – 13:00 Briefing programme (cont.) + **Deployment** – Shayr room, Hyatt Regency Bishkek
- Sunday, 30 October Observation of Polling stations
- Monday, 31 October
 - 08:00 – 09:00 Debriefing – Akyn room, Hyatt Regency Bishkek
 - Press conference and departures

Tordenskjoldsgade 1, 1055 Copenhagen K., Denmark

Phone: +45 33 37 80 40 - Fax: +45 33 37 80 30 - OSCEPA@oscepa.dk - www.oscepa.org

A **parliamentary briefing programme and briefing materials** for Members participating in the election observation mission will be sent out shortly.

In accordance with the OSCE PA Astana Declaration 2008, participants are expected to attend the full briefing programme and as well the debriefing. All Members should therefore plan to be present in Bishkek no later than the morning of 28 October.

Please note that the Delegation's working language is **English**.

The OSCE PA Office will be located in Kurulay A Conference Room at the Hotel Hyatt Regency Bishkek.

Airport transfer

Airport transfers can be arranged via the Hyatt Hotel in Bishkek. Please contact the Hotel directly. Please keep us informed on your flight arrival and departure details.

Visas

Members from countries where the Kyrgyz Republic has diplomatic representation must apply and collect their visa from the Embassy before departure for Bishkek. For residents of countries without Kyrgyz diplomatic representation, visas can be issued at the airport in Bishkek. Please inform the International Secretariat as soon as possible if Members need to obtain a visa at the airport. Members who need a visa to be issued at the airport: please bring the completed visa application form (enclosed) and one passport photo. The visa cost will be communicated to you shortly.

Deployment

On 30 October, Members will be deployed to observe the elections in teams of two. Those who have any special wishes concerning the place of their deployment are kindly asked to inform the International Secretariat as soon as possible. **We encourage Members to be deployed outside Bishkek.**

Car/driver and interpreter on Election Day

The OSCE/ODIHR will assist us in finding suitable cars/drivers and interpreters for our teams for Election Day. Please let the Secretariat know if your Embassy in Bishkek will provide Members with a car and an interpreter.

The cost for a car/driver on Election Day will be communicated shortly.

I would like to remind you that national parliaments are responsible for all expenses of their Members. **We also urge Members to have health and travel insurance valid in the Kyrgyz Republic.**

This is a very important election in the OSCE area, and we very much encourage active participation from our Assembly in this observation mission.

Yours sincerely,



Tina Schön
Deputy Secretary General