



ASSOCIATION DES SECRETAIRES GENERAUX DES PARLEMENTS  
ASSOCIATION OF SECRETARIES GENERAL OF PARLIAMENTS

**Secrétariat français :**

Inés Fauconnier ou Perrine Preuvot  
Assemblée nationale  
126, rue de l'Université  
75355 Paris 07 SP, France  
Tel: (33) 1 40 63 25 35  
ou (33) 1 40 63 66 65  
Fax: (33) 1 40 63 52 40  
e-mail: [ifauconnier@assemblee-nationale.fr](mailto:ifauconnier@assemblee-nationale.fr)  
ou [ppreuvot@assemblee-nationale.fr](mailto:ppreuvot@assemblee-nationale.fr)  
[www.asgp.co/fr](http://www.asgp.co/fr)

**British secretariat:**

Emily Commander, House of Commons  
c/o Daniel Moeller, Transport Committee  
House of Commons, London, SW1A 0AA  
United Kingdom  
Tel: (44) 20 7219 3266  
e-mail: [commandere@parliament.uk](mailto:commandere@parliament.uk)

Lusaka, 27 July 2016

Dear Secretary General,

The Association of Secretaries General of Parliaments (ASGP) will meet in Geneva, Switzerland, from Monday 24 until Wednesday 26 October 2016 in parallel with the 135th session of the IPU. The morning of Thursday 27 October will be dedicated to a conference organised jointly by the IPU and the ASGP. For details of the session, you are invited to consult the letter sent by the joint secretaries to the Association.

Please find enclosed a draft agenda for our meetings. The finalised agenda will be adopted during the course of our first plenary meeting, which will begin on Monday 24 October at 11am. The session will last for three and a half days.

I hope that you will contribute to the two general debates which have been proposed for this session:

- *Training for participants in, and persons supporting, parliamentary proceedings*
- *The role of Parliament in international negotiations*

Communications by individual members will also appear on the agenda, and will be grouped under three headings: *Parliamentary staff*; *The powers and procedures of Parliament*; and *A Parliament for Tomorrow*.

The agenda is not yet full. If you would like to present a communication, please contact one of the joint secretaries as soon as possible.

I look forward to seeing you in Geneva. With all best wishes,

Doris K. Mwinga  
President of the ASGP