



**RESEAU INTERNATIONAL DES ORGANISMES DE BASSIN
INTERNATIONAL NETWORK OF BASIN ORGANIZATIONS
RED INTERNACIONAL DE ORGANISMOS DE CUENCA**

ORGANIZATION OF THE GENERAL ASSEMBLIES

1 - The General Assembly lasts three (3) full days, including a technical visit, with the delegates' arrival the evening before and departure the morning after.

This means:

- ® 4 nights in the hotel
- ® 4 dinners
- ® 3 lunches.

2 - All the delegates have to take care of their accommodation expenses (room + breakfast + miscellaneous expenses), (with the exception of the official members of the Liaison Bureau who might be special guests of the Host Country).

3 - The Host Country takes care of:

- ™ - Local transportation from the airport or nearest railway station;
- ™ - The renting of conference rooms (plenary sessions + workshops + regional meetings), their equipment and decoration (wiring for sound, video projection + slides + overhead projector), the simultaneous translation of the debates into 4 languages (English + Spanish + French + local language);
- ™ - The secretariat of the Assembly with office equipment - copying machine, E-mail and Fax - and on-site translations (also into 4 languages), to support the team of the Permanent Technical Secretariat;
- ™ - The 3 lunches, in the form of buffets whenever possible;
- ™ - The 4 dinners, including 2 buffets + an official dinner + a dinner with local food.

The Host Country is also in charge of negotiating with the hotel a discount price for rooms and breakfasts for all the delegates and accompanying dependents (the price should **not** exceed the "per diem" - United Nations rate corresponding to the host city).

