



**AGREEMENT**  
**between**  
**THE GOVERNMENT OF GEORGIA**  
**and**  
**THE WORLD TOURISM ORGANIZATION (UN Tourism)**  
**FOR THE HOLDING OF UN Tourism WORLD TOURISM**  
**DAY CELEBRATIONS 2024**

Relating to the hosting of the UN Tourism World Tourism Day Celebration 2024 (hereinafter, the “Event”) in Tbilisi, Georgia, on 27 September by the Government of Georgia;

Whereas the Government of Georgia (hereinafter, the “Government”), duly represented by the Head of Georgian National Tourism Administration, Ms. Maia Omiadze, has been designated to host the official World Tourism Day celebration in 2024 by way of the Resolution A/RES/770(XXV) adopted by the UN Tourism General Assembly during its 25th session;

Whereas the World Tourism Organization (hereinafter referred to as “UN Tourism” or the “Organization”), represented by its Secretary-General, Zurab Pololikashvili, is a specialized agency of the United Nations and the leading public international organization in the field of tourism, with a membership encompassing 166 countries and territories and around 500 Affiliate Members representing the private sector, educational institutions, tourism associations and local tourism authorities;

Whereas UN Tourism wishes to conduct the Event with the theme “Tourism and Peace”, and the Government is willing and able to host it;

Now therefore, the parties have agreed as follows:

**I**

**Privileges, immunities and facilities**

1. Participants are invited by the Secretary-General of the Organization to attend the Event. The Secretariat shall provide in due course the names of those accepting this invitation to the authorities duly designated for this purpose by the Government, so that their travel and stay in that country can be prepared under the best possible conditions.
2. This agreement is based on Article 32 of the Statutes of the World Tourism Organization, which reads as follows: "The Organization shall enjoy in the territories of its member States the privileges and immunities required for the exercise of its functions. Such privileges and immunities may be defined by agreements concluded by the Organization", as well as on Resolution 662(XXI) of the twenty-first General Assembly of UN Tourism.



3. The Convention on the Privileges and Immunities of the specialized agencies of 1947 (hereinafter, the "Convention") and its Annex XVIII adopted by the seventeenth General Assembly through resolution 545 (XVII) shall be applicable in respect of the Event.
4. Participants will enjoy the privileges and immunities granted to delegates at the conferences of specialized agencies of the United Nations, as provided for under Article V of the Convention.
5. All participants and all persons performing functions in connection with the Event shall have the right of unimpeded entry into and exit from Georgia. The Government shall take appropriate measures to facilitate the entry into, stay and departure from its territory to the participants, regardless of their nationality. The Government, as a gesture of goodwill towards the UN Tourism and its Members, will, without discrimination, use its best efforts to have the necessary visas issued free of charge and without delay.
6. The Secretary-General of the Organization shall be accorded the privileges and immunities, exemptions and facilities granted to heads of diplomatic missions, as provided for under Article VI of the Convention.
7. The Organization's officials will also enjoy the privileges and immunities granted for the conferences of specialized agencies of the United Nations, as provided for under Articles VI and VIII of the Convention.
8. Without prejudice to the provisions of the Convention, all participants and persons performing functions in connection with the Event shall enjoy such privileges and immunities, facilities and courtesies as are necessary for the independent exercise of their functions in connection with the Event.

## II

### Conditions for organizing the Event

1. The Event will be held at Paragraph Freedom Square, on 27 September 2024.
2. The Government shall provide the Organization for the purposes of this Event with staff, offices, interpretation equipment, office furnishings and reproduction equipment for the documents required during the Event, as enumerated in Annex I which is an integral part of this Agreement. These in-kind donations are valued at their fair value, listed in Annex II, at the date of conclusion of this agreement. Unless otherwise agreed, the goods in kind will return to the corresponding providing party upon completion of the project.
3. The Government shall indemnify and hold harmless the Organization in respect of any action, claim or demand for any injury or damage that might occur to the persons or facilities provided by the Government except where such injury or damage is caused by the gross negligence or wilful misconduct of the Organization or its officials.
4. The Conference room, offices and other premises made available by the Government shall constitute the conference area and shall be considered as premises of UN Tourism during the Event, for the duration of any additional period necessary to prepare and to conclude the operations of the same.
5. The parties may agree to external sponsorship of the meeting/conference/Event with a view to enhancing its quality and improving its organization. Any sponsorship arranged by either party, including all its terms, shall be subject to the express agreement, in writing, of the other party.



6. Considering the mandatory security standards required by the United Nations Department of Safety and Security (UNDSS), The Government shall take the necessary measures to ensure the safety and security of the delegates, staff and visitors participating in the Event. The Host country will provide protection to ensure the effective functioning of the Event in an atmosphere of security and tranquillity, free from any security disruption, including the following procedures:
- Verify the Event's locations (Hotel/Accommodation & Event's venue) and perimeter, check the security materials and their good using-order, as well as checking the personnel needed in order to draw-up the Security Plan.
  - Check that all valid security measures for the fire, emergency exits, etc. are in force and being carried out at the location and its perimeter.
  - Designate a Responsible for Security so that the Security Department at UN Tourism can liaise with him/her at all times.
  - Take all necessary measures for the participants' security at all times, especially in the case of VIPs (pick-up, transfers and placing).
  - Implement a correct access system for the Event's location.
  - Distribute relevant security information to participants. This information should cover basic security norms to be followed in the case of emergencies (evacuation plan), indicating emergency routes and exits, the location of the medical facilities, relevant emergency numbers, and others.

If the security requirements established by the UNDSS provide for a Memorandum of Understanding to be signed, such Memorandum shall be attached as an Annex to this Agreement and duly accepted by both parties.

7. Any use of the name and/or emblem, flag or abbreviation of the name of the Organization in connection with the Event shall be subject to prior request to the Organization and written authorization from the Secretariat, including the terms and conditions for the use of UN Tourism signs.
8. Any amendment to this Agreement or to any Annex hereto shall be effected by mutual agreement of the parties through an appropriate supplementary letter of agreement.
9. This Agreement and its Annexes, which shall be duly signed and approved by both Parties, shall enter into force on the date of signature and remain applicable throughout the Event and for the duration of any additional period necessary to prepare for and to conclude the operations thereof unless terminated according to Article 10 below.
10. If, at any time, it shall become impossible for any party to perform any of its obligations under this Agreement for reason of Force Majeure, that party shall notify the other party of the existence of such Force Majeure within seven (7) days of its appearance and shall mutually agree with the other party on the postponement, interruption or termination of the Agreement. The term Force majeure as employed herein, shall mean any event of unpredictable, inevitable and irresistible character that hinders, either temporarily or definitely, the performance of obligations under the Agreement, and justifies the postponement, interruption or termination of such Agreement.



11. UN Tourism shall not be responsible for any fee, cost, tax or expense related to Government contributions, or which it has incurred, nor shall contract any responsibility in relation with this Agreement or the provision of the in-kind contributions of the Government. Any responsibility deriving from or related to the in-kind contribution on the part of Government under the protection of this Agreement shall relapse exclusively into the Government independently of his nature, and shall never be transferred to UN Tourism.
12. Any dispute, controversy or claim arising out or in connection with this Agreement or any breach thereof, shall, unless it is settled by direct negotiation, be settled by arbitration in accordance with UNCITRAL Arbitration Rules. The parties agree to be bound by any arbitration award rendered in accordance with this provision as the final adjudication of any dispute.
13. Nothing in or relating to this Agreement shall be deemed to represent a waiver of the Privileges and Immunities of UN Tourism.

Done in Tbilisi and Madrid, in two original copies, in English, being an official language of the Organization.

For the Government of Georgia

For the World Tourism Organization

  
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Maia Omiadze

Head

Georgian National Tourism Administration

(Place), (date)

Tbilisi, 02.09.2024

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Zurab Pololikashvili

Secretary-General

(Place), (date)

MADRID, 05.09.2024

## ANNEX I

### **A. FACILITIES AND SERVICES TO BE PROVIDED BY THE GOVERNMENT**

#### **I. PREMISES AND EQUIPMENT**

1. The Government shall provide the premises, facilities and equipment listed below:

- a) One main conference room with capacity for approximately 300 participants on the date of the Event, complying with the following seating and technical requirements:
  - One stage with space for approximately 6-8 panellists seated in armchairs arranged in half-moon style with coffee tables and one standing podium;
  - The room shall be equipped with nameplates for speakers (design provided by UN Tourism and produced by the Government);
  - The audience shall be seated in a theatre arrangement;
  - Individual microphones for each panellist on stage;
  - Standard audio-visual equipment for presentations, including PowerPoint and video;
  - Additional large screens throughout the room to ensure visibility for all participants, if necessary;
  - At least four (4) portable microphones for questions of the audience;
  - Individual headphones for interpretation for each participant, including panellists;
  - Video recording equipment for recording and live streaming;
  - Interpretation booths for Arabic, Chinese, English, French, Russian and Spanish, pending final decision on the number of languages according to the international participation;
  - Internet connection guaranteeing sufficient bandwidth for the correct functioning of the streaming, including one channel other than the one of the live streaming;
  - Teleprompter;
  - Countdown system for panellists' interventions.
- b) One room for a media briefing on the occasion of the World Tourism Day, on 27 September 2024, equipped with:
  - Sufficient tables and chairs for attending media;
  - Standard audio-visual equipment for presentations, including PowerPoint and video;
  - Two (2) table microphones;
  - One portable microphone for questions.
- c) One room to accommodate speakers and VIP guests, on the date of the Event, equipped with:
  - One computer;



- One printer;
  - Water, coffee and tea service.
- d) An office for the Secretary-General, equipped as follows:
- One desk with a chair, plus 2 chairs for visitors;
  - A meeting space for 6 persons (a round table and 6 chairs);
  - Water, coffee and tea service.
- e) An office for the Executive Directors (2), with:
- One computer and a printer;
  - 3 tables with one chair each;
  - A meeting space for 6 persons (a round table with 6 chairs);
  - Water, coffee and tea service;
- f) Working area for the of UN Tourism Secretariat from 26 to 28 September equipped with:
- 15 tables with 1 chair each;
  - 2 computers;
  - 1 colour printer;
  - 1 high-speed duplex photocopying machine (minimum 90 copies/minute);
  - A meeting space for 8 persons (a round table with 8 chairs);
  - A screen with video and audio feeds to follow the proceedings;
  - Office supplies;
  - Water, coffee, and tea service.
- g) One registration desk at the venue premises, on the date of the Event, including one table, seating at least three (3) persons and:
- 1 computer connected to a colour printer to pick up badges;
  - 1 computer and printer for on-site registration with integrated camera or webcam system; the printer must be capable of printing ID badges in situ;
  - Posts and ropes for organizing the delegates waiting to be registered;
  - 1 auxiliary table, if necessary, for the registration material (badges, holders, etc.).
- h) One information desk at the venue premises and at the official Event hotels, including one table, seating at least two (2) persons.
- i) Led wall/screen for the Event campaign.
- j) Sufficient and adequate signage to efficiently guide the participants flows.
- k) Free wireless internet coverage for all participants at the venue premises.

2. The following rules will apply to all the facilities mentioned above:

- a) Furnishings and availability - All rooms and offices shall have to be furnished in accordance with the use for which they are intended and be available at least 24 hours in advance of the opening. The conference room for the event will be available 24 hours in advance of the opening. The offices for Secretary General and directors and meeting rooms will have to be ready upon their arrival.
- b) Communications - All offices should have free Internet access.
- c) Computers and printers - The Government shall supply computers and laser printers, with the following specifications:
- Processor: Intel core 2 duo or higher;



- Memory: 4 Giga minimum;
- Monitor: TFT 19" minimum;
- Keyboard: QWERTY international;
- System: Windows Professional, actual version;
- Programme: Microsoft Office Professional, actual version;
- CD-Rom/DVD Read/Write Unit;
- Internet connection;
- Mouse;
- Printers: adapted to the above system.

## **II. LOCAL STAFF RESPONSIBLE TO THE UN TOURISM**

1. The Government shall provide to UN Tourism the services of the following local staff:
  - a) At least two (2) technicians with a good command of English language must be present at the Conference Room at all times to ensure the correct functioning of all audio-visual equipment, the recording and streaming;
  - b) At least two (2) cameramen for recording;
  - c) At least one official photographer shall be present throughout the Event, including official social gatherings, and ensure regular delivery of all photo files to the UN Tourism Secretariat;
  - d) At least three (3) hostesses with a good command of English language shall be present at the registration desk during the designated registration hours;
  - e) At least two (2) hostesses with a good command of English language shall be present at the information desk throughout the Event;
  - f) Officially certified interpreters to staff the interpretation booths according to the final decision on the number of languages according to the international participation.

## **III. SERVICES TO BE PROVIDED TO ALL PARTICIPANTS AND UN TOURISM STAFF**

1. The Government shall provide the following services to all participants and UN Tourism Staff:
  - a) Transport and accommodation for fifteen (15) UN Tourism officials and international panellists according to their respective responsibilities. Business class shall be granted for direct flights with a duration of 9 hours and above and non-direct flights with duration of 11 hours and above;
  - b) Transport and accommodation for a maximum of 10 international journalists, the suggested list of which shall be provided by UN Tourism: from the place of origin/venue/place of origin;
  - c) A media programme previous or after the WTD celebration on 27 September with activities for up to 10 media representatives/journalists including accommodation, meals and transport.



- d) Lunch and dinner for the UN Tourism officials, international journalists and international panellists during their official stay in Georgia;
- e) A technical visit for interested participants on 28 September 2024;
- f) Welcome cocktail for all participants on 26 September 2024;
- g) Lunch, coffee breaks and official dinner for all participants on 27 September 2024 at the official event venues;
- h) Provision of booking link of sufficient hotel rooms up to an international standard of 3\* to 5\* for all participants.

2. Likewise, the Government shall provide:

- a) Sending of the official joint invitation to international organizations based in the host country, the diplomatic corps, international correspondents and national media, academia and private tourism stakeholders within the host country;
- b) Suggestion of potential speakers and/or investors in line with the theme of the Event;
- c) Promotion of the Event through governmental channels, media contacts and other relevant partners to ensure participation of the private sector, entrepreneurs and tourism leaders;
- d) Local media coverage (national media and accredited correspondent) of the Event;
- e) Production of all communication materials necessary for the Event, previously designed by the UN Tourism in collaboration with the Government, including banners, backdrops, programme brochures, badges, etc.

## **B. SERVICES TO BE PROVIDED BY UN TOURISM**

### **I. DISSEMINATION**

- 1. The Organization shall promote the Event in coordination with the Government by engaging in the following:
  - a) Design of the Event website hosted on the UN Tourism domain. The website will be linked to an online registration platform, managed by UN Tourism;
  - b) Design the Event campaign image and official materials distributed throughout the campaign and official celebration;
  - c) Dissemination of the official joint invitation, on behalf of the Government and the UN Tourism Secretary-General, to the official recipients of the members and regular reminders to facilitate ample high-level participation;
  - d) Promotion of the Event through the UN Tourism communication channels;
  - e) Publication of relevant materials and outcomes on the Event website;
  - f) Coordination with the international media partners.



## **II. CONTENT, PROGRAMME, SPEAKERS**

1. In line with the theme of the Event, the Organization shall provide the following:
  - a) Structuring of the programme and meeting format;
  - b) Selection of the most suitable speakers and the coordination of their participation;
  - c) Drawing-up of the speaker guidelines, when needed, and conclusions;
  - d) Compilation of the presentations;
  - e) Translation of the relevant materials into official UN Tourism languages, if needed.

## **III. MEDIA**

1. The Organization shall oversee the coordination of the encounter with the media.
2. All photo and video materials related to the Event shall be the exclusive property of the UN Tourism and will be used by the Organization for official purposes.

## **C. SERVICES PROVIDED BY THE PARTIES**

1. The parties shall designate an official focal point for the organization of the Event.
2. The Government will be responsible for the execution of the official celebration, as well as the registration and accreditation of the participants at the venue, in collaboration with UN Tourism.
3. During the Event, the parties shall be responsible for providing to the participants all relevant information, including possible changes to the programme, timelines, transfers, social events, etc.
4. The Organization will prepare a message from the UN Tourism Secretary-General for the general dissemination and download from the Event website.
5. The Organization will liaise with the office of the UN Secretary-General to prepare an official message for general dissemination and download from the Event website.
6. The Government will provide an official message from the highest authority for general dissemination and download from the Event website.
7. The parties will produce and exchange reports on the impact of the Event in the media.



## ANNEX II. In-kind donations

The following table shows the in kind donations to be provided to the Event by the Organization and by the Government of Georgia together with their fair value at the date of the conclusion of this agreement.

<b>In kind donations to be provided to the project by the Government</b>						
Description	N° of Units	Output	Activity	Fair value (USD)	Delivery Date	To be returned
a) Property, Plant & Equipment xxx <i>Sub total</i>						
b) Intangible Assets xxx <i>Sub total</i>						
c) Travel Expenses						
Air fare						
Staff:	15			17,000	26-28	
Speakers:	15			25,000	September	
International Media:	10			15,000		
Hotel Accommodation & Other Travel Expense						
Accommodation:	15			8,000	26-28	
Staff:	15			10,000	September	
Speakers:	10			9,000		
International media:						
<i>Sub total</i>				<b>84,000</b>		
d) Right to Use Premises/Venues						
Conference hall	3 days			72,000	26-28	
<i>Sub total</i>				<b>72,000</b>	September	
e) Other Goods and Services						
Meals and other costs:				558,000	26-28	
					September	
<i>Sub total</i>				<b>558,000</b>		
<b>Total</b>				<b>714,000</b>		

<b>In kind donations to be provided to the project by UN Tourism</b>						
Description	N° of Units	Output	Activity	Fair value (EUR)	Delivery Date	To be returned
a) Property, Plant & Equipment xxx <i>Sub total</i>						
b) Intangible Assets xxx <i>Sub total</i>						
c) Travel Expenses						
Other Travel Expensen (DSA)				2,368.36		
Hotel Accommodation & Other Travel Expense						
<i>Sub total</i>						
d) Right to Use Premises/Venues xxx <i>Sub total</i>						
e) Other Goods and Services xxx <i>Sub total</i>						
<b>Total</b>				<b>2,368.36</b>		