

ANNEX 1

TO K-28-A DECREE OF THE PRESIDENT OF THE RA NATIONAL ASSEMBLY

**PROCEDURE FOR ORGANIZING STUDY VISITS TO THE NATIONAL ASSEMBLY  
BUILDING**

**1. GENERAL PROVISIONS**

- 1.1 This procedure defines the order and conditions of organizing, implementing and planning of study visits (hereafter visits) to the building of the National Assembly of the Republic of Armenia (hereafter National Assembly).
- 1.2 The visits are organized for ensuring the transparency of the National Assembly's activity and public access to the National Assembly's administrative building as a historical monument of the City of Yerevan for study purposes.

**2. ORGANIZING AND IMPLEMENTING VISITS**

- 2.1. As a rule, the visits can be organized for students of educational institutions and staff of other organizations based on applications submitted by the heads of the respective organizations.
- 2.2. The applications shall be addressed to the president of the National Assembly at least one month prior to the envisaged date and contain information about the aim of the visit and its approximate date.
- 2.3. The visitor list with the personal data of visitors and their leaders (name, surname, date of birth) shall be attached to the application together with contact telephones and email addresses.

- 2.4. Given the current workload of the National Assembly and its staff and based on the application, the President of the National Assembly gives his consent to organize the visit.
- 2.5. The visits can last no more than two hours.
- 2.6. The visitors shall enter the territory of the National Assembly through the security check point at Baghramyan avenue by presenting the visitors' list approved by the chief of staff of the National Assembly .
- 2.7. The preparations for organizing and implementing the visits shall be carried out by the respective parliamentary structural unit defined by the chief of staff.
- 2.8. In case a visitor fails to show up on the agreed date, his/ her application for the visit shall be refused.

### ***3. PROGRAMME OF THE VISIT***

- 3.1. Each visit shall be organized in accordance with the programme prepared by the respective structural unit of the National Assembly and agreed with the NA chief of staff given the goal mentioned in the application.
- 3.2. The programme of the visit shall include the date of the visit, a brief description of the study information provided to the visitors, and instructions about the security rules operating in the territory and building of the National Assembly.
- 3.3. The respective structural unit of the National Assembly staff shall inform the leader of the visitors' group about the agreed date and programme content at least seven days prior to the visit day.