

Regional NGO Consultative Meeting on Beijing+10 from July 22-23rd in Addis Abeba, Ethiopia

Group Reports

A. Group 1: the Coordinating Committee

1. Objectives of Group 1

- to decide the objectives of the Coordinating Committee (CC)
- to draw up Terms of Reference for the CC

2. Objectives of the CC

- to ensure that the NGO forum is successful
- to ensure representation from each sub region
- to ensure that the issues are successfully addressed
- to ensure that the CSW is successful
- to ensure that adequate funds are raised for the NGO Forum and follow up activities.

3. Terms of Reference for the CC

The CC is to:

- ensure effective communication and information dissemination
- mobilise resources for forum and follow up activities by implementing the fundraising strategy
- coordinate NGO activities and interface with the UN ECA and the intergovernmental meeting
- ensure that all concerned understand the process and get involved on an informed basis
- assess the issues that will be discussed at the NGO Forum
- meet regularly and ensure the smooth transfer of information amongst NGOs
- ensure that the NGO report is ready at the end of the NGO Forum
- ensure that documents are presented to the UN ECA in time to ensure translation
- ensure that local logistics are taken care of such as participants' accommodation and transport
- develop an appropriate and effective communication strategy
- develop effective follow up activities

3. Composition of the CC

Selection criteria for the CC were drawn up as follows:

- regional and sub regional groups
- track record (capacity for organising regional meetings of this kind; capacity to raise resources for meetings of this kind)
- linguistic representation (four language groups to be represented)
- regional representation
- organisations already working on the Beijing+10 review process

It was recommended that representation be as follows:

- 1 from each of the 5 sub regions (except West Africa which will have 1 francophone and one anglophone representative)
- 2 regional bodies

4. Reporting

It is recommended that the CC:

- report back every two weeks on progress with the process to the participants at this meeting and the ACGD of the UN ECA
- that the CC develop a website on which information can be shared and retrieved

B. Group 2: Programme for the NGO Forum

Dates: October 6-7, 2004

Venue: UNCC, Addis Ababa, Ethiopia

Theme: Key words: women's rights

Slogan: Suggestions welcome

1. Objectives

- to examine the extent of implementation of the critical areas of concern in the Beijing PFA and hold our governments accountable
- to address emerging women's human rights issues that need urgent attention, for example, trafficking
- to address cross-cutting women's human rights needs such as fundamentalism(s)

2. Pre-Forum Work

- completion of sub-regional evaluation processes and reports (by August 2004)
- submission of sub-regional reports to the CC for synthesis and to the ACGD of the UNECA for distribution to governments (by August 31, 2004)
- synthesis of reports into an African women's rights document for Beijing+10 by the CC (by September 15, 2004)

3. Programme

<u>Time</u>	<u>Wednesday</u>	<u>Thursday</u>
09h30-10h30	Morning Plenary (Opening)	Morning Plenary
11h00-12h30	Workshops/Training	Workshops/Training
Lunch		
14h15-15h15	Group Session	Group Session
Tea		
15h30-16h30	Evening Plenary	Final Plenary
Rest		
	Reception by the UNECA with its Executive Secretary	

4. Side Events

- Young Women's Forum
- marketplace
- exhibition
- dance
- training in information and communication technologies (ICTs)

5. Key Content/Themes

- gender and HIV/AIDS
- unpackaging gender mainstreaming
- Violence and trafficking in women and children
- peace/security NB: the UN Development Fund for Women (UNIFEM) is planning to have a peace torch and a peace tent)
- sexual rights

- girls
- poverty, especially in the context of globalisation and urbanisation
- reproductive rights, especially abortion
- women's leadership/agency

6. Outcomes/Products

- communiqué
- process report (a record of our forum)
- a plan of action for 2005-15 including benchmarks and actions
- an African women's NGO report for the UN Commission on the Status of Women (CSW) in March 2005

7. Working with the Official Process

<u>Regional</u>	<u>International</u>
Submit documents to the government meeting	Submit African NGO report to the CSW
Participate in the government meeting	Participate in government delegations to the CSW
Officially present documents to the government meeting	Participate in the UN General Assembly Special Session (UNGASS)
Lobbying	Lobbying

10. Spirit

- no re-negotiation of the Beijing PFA
- the Millennium Development Goals (MDGs), the New Partnership on African Development (NEPAD) and the protocol to the African Charter on Human and Peoples' Rights on the rights of women in Africa to be used as leverage points

C. Group Three: Resource Mobilisation

1. Objectives

- to draw up a budget for the activities of the regional Beijing+10 review process
- to draw up a fundraising strategy

2. Budget

Please see Appendix 1. The budget was based on 3 assumptions:

- that it is a draft which will be amended as needed
- that the CC is comprised of 12 members
- that estimates were based on facilitating the participation of 300 people¹

3. Fundraising Strategy

Possible funders were identified, divided into 2 categories:²

<u>Centralised</u>	<u>Organisations</u> ADB, AIF, AU, AWDF, CIDA, DfID, Ford Foundation, GFFW, Hivos, Novib, Mama Cash, OEM, Oxfam, SIDA
<u>Decentralised</u>	<u>Organisations</u> Kellog Foundation, OSISA, OSIWA, UN country offices, UNDP, UNECA, UNFPA, UN-Habitat, UNICEF, UNIFEM
<u>Private Corporations</u>	<u>Organisations</u> Airlines, commercial banks, hotels, MTN and other TNCs

3.1 Other Fundraising Strategies

- a registration fee for participants (a USD50 fee was proposed but it was agreed that the CC would revisit the issue)
- charges for exhibition space (no sum was agreed upon)

4. Issues for Discussion

- it will be called an NGO Forum, despite concerns about this affecting the number of participants
- travel insurance will be provided for participants funded to attend this meeting

¹ The number of 300 was advised by the ECA. There will be several regional and international meetings in Addis Ababa at about that time and logistically it would be difficult to accommodate any more than this number.

² This list is by no means exhaustive and can be added to.

5. Recommendations

- that the CC write a funding proposal within 2 weeks of its formation on which all fundraising will be based to avoid confusion
- that the UNECA write a letter in support of the funding proposal to accompany the proposal to all prospective donors
- that the African Women's Development Fund (AWDF) will act as conduit for the funds. It will would receive and administer funds on behalf of the CC for accountability purposes
- that the Ethiopian Women Lawyers' Association and the Inter-African Committee on Harmful Traditional Practices (IAC-HTP), being based in Ethiopia, be charged with the responsibility of organising local logistics such as hotels and local transport
- that these 2 organisations, with the support of the UNECA negotiate with the Sheraton and Hilton for participants' accommodation because these hotels have a large capacity and are central
- that the organisations elected onto the CC be credible organisations with well established records, in order to facilitate resource mobilisation efforts
- that every 2 years, there are meetings where we would review implementation and come up with new strategies should the need arise.
- that an evaluation meeting take place immediately after the NGO Forum

Appendix 1				
DRAFT BUDGET FOR BEIJING +10 REVIEW PROCESS, 2004/2005				
BUDGET LINE	Amount US\$	Amount US\$	Amount US\$	NOTES
A: ORGANISING COMMITTEE				Budget for 12 members(2 per sub-region, 2 regional networks)
Communication	5,000.00			Email, teleconferencing, telephone, fax, postage, etc
Human and material resources	2,000.00			Stationary, documentation, etc
Travel	11,400.00			6 @ 1900 each

Daily Subsistence Allowance (DSA)	900.00			UN rate of 30 for per diem and 45 for accommodation
Interpreting and translation	5,080.00			UN rate of 4 persons @ 460 each for interpreting and translation 350 x 2
Insurance for participants	15,000.00			50/person x 300
Contingency allowance	3,500.00			
Sub total		42,880.00		
B: FORUM				
Conference and breakaway rooms	3,400.00			Large room @ 500/day x 2 and small rooms @ 1,200 x 2
Exhibition space	1,000.00			Staff and space payment @ 500/day
Documentation (resource packs)	15,000.00			Bags, t-shirts and documents, etc
Local transportation	3,000.00			5/person/day
Resource persons	19,500.00			Travel @ 1500/person x 10 DSA @ 75/person/day x 10 x 2 Honoraria @ 300/person x 10

Secretariat	3,000.00			Room hire, volunteer costs, equipment hire, stationery
Lunch and coffee breaks	9,000.00			15/person/day x 300 x 2
Cultural programme	2,500.00			Hall hire, equipment hire, staff time
Contingency allowance	3,500.00			
Sub total		59,900.00		
C: PARTICIPATION				300 people (5/country) CC Others
Travel	450,000.00			1500/person
DSA	45,000.00			75/person/day x 300 x 2
Local transportation	3,000.00			5/person/day x 300 x 2
Contingency allowance	3,500.00			
Sub total		501,500.00		
D: FOLLOW-UP				
D1: Evaluation Meeting				
Meeting room	120.00			
Translation and interpretation	1,840.00			
Local transport	60.00			
DSA	900.00			
Dissemination	4,000.00			

D2: CSW				15 participants
Communication	4,500.00			
Travel	12,500.00			2000/person
DSA	1,680.00			100/person/day x 14
Documentation	4,500.00			
*Meeting rooms				This is not a budgeted item since it is free but we need to make note of it
Dissemination	2,500.00			
Contingency allowance	5,000.00			
Sub total		37,600.00		
TOTAL (A+B+C+D)			1,100,500.00	
Administrative fee		110,050.00		Charged at 10%
GRAND TOTAL			1,210,550.00	

(end/bureau/rapporteurs and AmWA/230704)