

Briefing for Participation  
in  
Earth Summit 2002

by  
**Stakeholder Forum**  
**For Our Common Future**  
(formerly UNED Forum)

**Edited by Felix Dodds**



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**STAKEHOLDER  
FORUM**

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## Contents

Introduction	3
History	4
Stakeholder Dialogues	6
Why attend a UN Conference or Summit	8
National Preparations	11
Global Preparations	13
How to attend Preparatory Meetings for the Summit	17
How to Participate	19
How to be Effective	20
NGO/Major Group Papers and Statements	23
The World of Brackets	24
Media Campaigning, by Michael Strauss	25
Issue Caucuses and Major Groups	28
Other UN Information	36
Beyond the UN	37
Staying in New York	38
A Quick Guide to Jargon, Acronyms, etc	39
Contact Addresses	43
Useful Resources	48
Annex 1 `Agreements, Charters, Conventions, Declarations, Protocols and Treaties	51
Annex 2 Stakeholder Forum Visions for the Summit	56
Annex 3 Map of UN Buildings	56
Annex 4 Map of Basement Rooms of the UN	
Annex 5 List of Key Countries to use for lobbying	

## Stakeholder Forum For Our Common Future

c/o UNA  
3 Whitehall Court  
London  
SW1A 2EL

Tel: (+44) 207 930 2931

Fax: (+44) 207 930 5893

Email: [info@earthsummit2002.org](mailto:info@earthsummit2002.org)

Web Site: [www.earthsummit2002.org](http://www.earthsummit2002.org) and [www.stakeholderforum.org](http://www.stakeholderforum.org)

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## Introduction

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Dear Colleagues,

This handbook has been created by **Stakeholder Forum for Our Common Future** (formally known as **UNED Forum**) to help Major Groups to understand how to become involved in the preparations for the World Summit on Sustainable Development more popularly known as Earth Summit 2002.

The briefing draws from extensive experience by **Stakeholder Forum** in inter-governmental arenas - particularly though those held at the UN in New York.

The first two preparatory committee meetings for the Earth Summit in 2002 will be held in New York. Attending these intergovernmental meetings for the first time can be extremely daunting for anyone government or Major Group representative. The tendency will be to stay close to your own group - those you came with, your stakeholder group or your country. To get the most out of the meeting for your organization and for yourself it is important to challenge the tendency.

This briefing document is prepared to help you and your organisation to engage in the activities as fully effectively as possible.

I hope it helps.

Best Wishes

Felix Dodds  
Executive Director  
Stakeholder Forum for our Common Future

Any suggestions for improving the material please contact Beth Hiblin at [bhiblin@earthsummit2002.org](mailto:bhiblin@earthsummit2002.org)

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## History

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The World Summit on Sustainable Development occurs thirty years after the first UN Conference on Human Environment held in Stockholm in 1972. Stockholm gave birth to the United Nations Environment Programme and to a greater understanding of the need to address the way we look after our environment. It brought together for the first time industrialised and developing countries and initiated a series of UN Conferences that followed on specific areas of the agenda such as food, housing and population. In 1982 a ten-year review was held at UNEP in Nairobi and out of that meeting came a call for the setting up of a World Commission on Environment and Development (set up in 1983). The Brundtland Report (1987) as it became known after its Chair the former Prime Minister of Norway - now Executive Director of the World Health Organisation - Gro Harlem Brundtland, called for a World Conference to address the issues raised by the Report. This resulted in the UN General Assembly in 1990 agreeing to the UN Conference on Environment and Development - otherwise known as the Earth Summit. The Conference held in 1992 in Rio agreed to:

- Agenda 21 - a 40 chapter Programme of Action
- The Rio Declaration - a set of twenty-seven Principles by which we should govern our interaction and our interaction with the planet.
- The Forestry Principles
- The Convention on Biological Diversity
- The Framework Convention on Climate Change

It also agreed to the setting up of a new institution within the UN to monitor the implementation of Agenda 21. This would be a new functioning Commission of the UN Economic and Social Council (ECOSOC). The Commission on Sustainable Development (CSD) was set up in 1993 and developed the most advanced involvement of NGOs in the UN system.

One of the other important outcomes from the Rio Conference was the identifying of the role of Major Groups. Agenda 21 has nine chapters dealing with the responsibilities of Major Groups. These are women, children and youth, Indigenous Peoples, non-government organisations, local authorities, workers and their trade unions, business and industry, scientific and technological community and farmers.

Between 1993 and 1996 the CSD reviewed in a multi-year work programme all the chapters of Agenda 21 and then in 1997 completed a complete review in the UN General Assembly Special Session to Review Agenda 21 implementation. The 1997 Special Session agreed:

- A further Programme of Action to Implement Agenda 21 this included in essence added three new chapters to Agenda 21 on Energy, Transport and Tourism.
- A work programme for the CSD, which would take it up to 2002.

In 1999 at the CSD Ministerial Session it was agreed that in 2000 the CSD should review if there should be another World Summit. During 1999 an ad hoc meeting of Environment Ministers was held in Ghana, which discussed the idea of a World Summit further.

In 2000 it was agreed that there would be another World Summit, this time on Sustainable Development. Four countries offered and by December 2000 it was agreed that it should be in South Africa and within South Africa it would be in Johannesburg. It was also agreed that the Summit would address an agenda that came out of national and regional preparations.

In 2001 immediately after CSD9 the first Preparatory meeting for the World summit has held. It was agreed to call the Summit the World summit for Sustainable Development (an idea that was put forward by Herman Verheij of the Dutch Government originally at a workshop in March 2000 in Wilton Park).

The text agreed by the first Preparatory Meeting for the Summit included the most advanced involvement of stakeholders yet in the UN process or for that matter any intergovernmental process. It was to build on the successful Stakeholder Dialogues held at the UN Commission on Sustainable Development.

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## Stakeholder Dialogues

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The Habitat II Conference in 1996 made significant breakthroughs in involving Major Groups. At the Conference in Istanbul the process was split into two Committees: one was for negotiations and Committee two was a series of half-day Dialogues between Major Group groups. The reality was because the negotiations were going on in Committee 1 the level of participation from government officials was low and the input into the negotiations was zero. The idea of the Dialogues was taken up and promoted by NGOs for the UN General Assembly Special Session to Review Rio Implementation meeting in 1997. The General Assembly agreed in November 1996 and asked each of the Major Groups to prepare for half-day Dialogue sessions on the role they have taken in implementing Agenda 21. The CSD Dialogues in 1997 were also held at the same time as negotiations and were in most cases poorly attended by government officials and Major Groups alike. Nevertheless it was written into the work programme of the CSD next five-year programme of action that there should be Dialogues.

The topic for the Dialogues for 1998 was agreed to be industry and the then Director of the UN Division on Sustainable Development Joke Waller Hunter brought together the International Chamber of Commerce and the World Business Council on Sustainable Development for Industry, the International Confederation of Free Trade Unions for Trade Unions and for the NGOs the CSD NGO Steering Committee. Under her leadership a new formula was agreed. This included the breakthrough that the negotiations would *not* take place during the Dialogues. Each Major Group was to consult and produce a starting paper on the sub themes of:

- Responsible Entrepreneurship;
- Corporate Management Tools;
- Technology Cooperation and Assessment;
- Industry and Freshwater.

These papers were to be given out as UN background papers before the CSD Inter-session in March that year so Governments would have time to reflect on them as they discussed each issue for the first time. One of the more important by-products of this approach by all Major Groups is that it caused 'peer group' review within each Major Group. Another important outcome was that comments that in the past were made by a group to governments in the corridors now could be made in a 'creative' forum where governments could hear the reasons for and against and challenge them within the official process.

When the Dialogues started at the CSD some governments were unhappy about the idea that they had to listen to Major Group groups and saw this as an encroachment on governmental space. The success of the Dialogues in part was due to the chairing by the then Philippines Minister of the Environment, Cielito Habito, who challenged the Major Groups on what they were saying and caused peer group review between Major Groups as well as with governments. This led to the birth of the first really dynamic model for engaging the different Major Groups in a UN ongoing process. The NGOs efforts in preparation for the Dialogue were based on the work of the Task

Force on Business and Industry (ToBI) NGO Coalition who campaigned for an effective review of industry voluntary initiatives.

The third year Dialogue Session addressed Tourism and to better focus the NGO CSD Steering Committee suggested that the papers should be four pages and adopt the following structure:

- Problems;
- Solutions;
- Institutional responsibilities;
- Possible partnerships.

The active involvement of Simon Upton, the then New Zealand Minister for the Environment during the preparatory process saw the Dialogues succeed again. Through his office a meeting was convened under the chairing of David Taylor (New Zealand Government) in London where representatives of all the Major Groups were brought together at the end of March to see what they might agree on. This was followed by a meeting chaired by David Taylor on the behalf of Simon Upton the night before the CSD to see if after consultation the agreements would hold.

The outcome from the CSD Dialogue sessions has been important in setting up on-going work. It has also helped build some trust between Major Groups. This was an enormous leap in Major Group involvement in the United Nations. Instead of the work and expertise of the Major Groups being part of a sideshow, or having to work exclusively in the corridors, we are now seeing the work incorporated into the preparations for the negotiations.

For the Summit there are two Dialogues being planned during the preparatory process at the January and the June Preparatory Committee (PrepCom) meetings. There will also be Dialogue sessions with Heads of State at the Summit itself.

Minu Hemmati from **Stakeholder Forum** has brought out a book on Multi-Stakeholder Dialogues called: *Beyond Deadlock and Conflict: Multi-stakeholder Process for Governance and Sustainability* (Earthscan) - this can be ordered on the [www.unedforum.org](http://www.unedforum.org) web site

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## Why attend a UN Conference or Summit?

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Firstly: Participation in the Earth Summit process is **not a substitute** for working at local, national or regional levels on the issues. It is rather a very useful complement to the work done at other levels. It provides information on what your government is saying at the international level, and an important global forum for communicating concerns of constituencies at home.

International meetings offer an opportunity to place governments' policies in front of their peer group, i.e. other countries. The review of Agenda 21 implementation will give Major Groups an opportunity to highlight their government's failures and successes. It may be that certain governments have indeed done very good work and highlighting that can have a good impact on change with your own government. There will also be an opportunity to influence the government to sign up to policies that they mightn't have wanted to domestically.

The Summit process does offer the opportunity to maintain pressure on governments and international organisations and to strengthen the goals of your organisation. One of the great things about UN meetings is the access you have to Heads of State, Ministers and top civil servants. It is equivalent to being allowed onto the floor of your parliament. You can walk up to any country desk and talk to the relevant civil servant. The Summit also offers the possibility of creating 'alliances' within and between Major Groups and governments. These can be powerful for lobbying and in the implementation phase.

### Step 1

Get a clear sense of your own objectives:

- What you'd like;
- Why;
- What you are prepared to give away and what is absolutely essential) and the reasons
- Why you've not secured the objective to date (is it because of government policy; personalities; resource issues; other factors or a mix of the above).

Knowing your own interests well is essential if you are to negotiate effectively with others.

### Step 2

Try to understand the perspectives of those with different views (not only the what, but the why). Sometimes the information you get illuminates possible ways forward, sometimes it helps clarify what the best negotiating tactic might be.

Think about all the actors in a process - other NGOs, delegates, business,



international organisations, the secretariat. Even if you can't speak directly with someone in a key position, you can piece together a lot about their position from an informed dialogue with others. Keep a list of the key governments and what their position is as the meeting starts and what it changes to by the end. This should of course enable you to see what progress you have had in influencing them.

### Step 3

Try to engage by focusing on who you can work with and within what limits. Being clear about the limits helps avoid disappointment and frustration or charges of dishonesty.

There are many reasons for attending a UN Conference and Summit in this section we will look at four in particular. These are:

- |                         |  |
|-------------------------|--|
| To Lobby:               | Another section will go into depth on this. Many people assume that everyone going to a Summit is interested in lobbying their government or other governments. This isn't true in fact a relatively small number of Major Groups actually lobby.  |
| To Learn                | Learning how the international process works can be a first step to understanding how to be able to use it effectively for putting pressure on your government to implement the outcomes.  |
| To work with other NGOs | The space around a UN Conference or Summit process allows for NGOs or other Major Groups to spend time with colleagues in building a coalition around an issue that may or may not be on the agenda. This activity can be part of a longer-term campaign to bring an issue on to the agenda or to work with others on a future regional or global campaign.  |
| To exchange information | This helps clarify issues, sharing ideas, sharing the agenda for later debate, developing contacts and trust as well as sending international messages. A lot of people who are attending UN Conferences or Summits are doing this to show what they have been doing or to see what others are doing. This space offers a great opportunity for show and tell in what is basically an ideas festival |
| To organise events      | Many Major Groups organise events with speakers to influence the negotiations, to highlight an issue or to highlight action or lack of it by their government. Do <b>not</b> organize your events during the time the negotiations are going on - people will not come and you should be spend-  |

ing the time lobbying. If possible try and host a meeting with a government or other Major Groups eg industry, trade unions, local government. This will help build contacts and may be more press worthy. Forms to book rooms are available on the following site:  
[http://www.johannesburgsummit.org/html/major\\_groups/preregistration.html](http://www.johannesburgsummit.org/html/major_groups/preregistration.html)

The possible outcome document from a UN Conference or Summit can be a Plan of Action and a Political Declaration. These are soft law documents and indicate a governments support for a set of policies but are not legally binding. See Annex 1 on Agreements, Charters, Conventions, Declarations, Protocols and Treaties.

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## National Preparation

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If you are going to attend a UN Conference or Summit process then you should ensure that you have been active nationally before you go. This would include:

**Lobbying your government:** It is important that before you go to any of the preparatory meetings that you contact your government and make it clear what issues you want them to raise. They may agree with your position, in which case you should work with them to put pressure on other governments when you attend the meetings. If they disagree then you will need to start a dialogue to change their view. It is also important to know on what basis they are taking that view. Is it Government policy or is it in the area of civil service decision making. You may want to utilise parliament to put pressure on the Government over particular positions they are taking.

**Identify officials:** It is very important to understand that there is a difference between civil servants and elected government Ministers. In international negotiations there are often grey areas and officials, particularly for countries with small delegations, can do a lot in drafting particular policies in those areas. If you disagree with the political party in power do not treat the officials as if they are a member of that party. They are not. It is very important to try and meet the officials and get to know them in a friendly atmosphere. This should be done through official meetings where you are with perhaps other Major Groups asking the government to explain their policies. But it should also be done over coffee where you can have more informal discussions. You should also request a meeting with the Minister before crucial international meetings so they can hear direct what the views are of different Major Groups.

**Working with others:** For a UN Conference or Summit it is likely that many Major Groups will be attending and your organisation should link into any preparatory work being done. They should also find out what meetings are being planned on the issues you are interested in. If you can agree joint positions among or even between stakeholder groups then governments are more likely to take notice. The broader the basis of any coalition the more likely it is that the views will be listened to by governments.

**National Reports:** All Governments should be producing a National Report, which should identify what they have done to implement Agenda 21 and the 1997 Further Programme of Action. The opportunity that such a review offers is not just to look back at what has or has not been done, but in many cases to look at issues for the first time. A proper National Report process may set in motion work that should have been done before but hasn't.

A two-way dialogue is usually the best objective. Even if an NGO is after something the government is unlikely to be able to support, developing a good set of working relationships will produce a better climate for movement at some time in the future. It also means there's more likely to be a

reasonable discussion of issues. No one wants to be frozen out - either at home or in an international meeting - because they've completely lost the ability to communicate on an issue. Remember that the government negotiators are talking about NGOs just as NGOs are thinking about which government negotiators are ones that can be worked with or not!

Some good resources to enable a review of Chapters of Agenda 21 are on the [www.earthsummit2002.org](http://www.earthsummit2002.org) web site.

If possible you should arrange for a group of NGOs or fellow staff who are not going to the preparatory meetings to be available should something come up at the meeting that needs action in the capital. This could be the governmental officials taking a strong line that they shouldn't or that you want a particular line to be highlighted to the press.

If possible you should also do a background briefing for the press on what is likely to happen at the meeting before you go so that if they get something from you while you are there they understand what it is about.

Remember to take with you the email and telephone details of your key press contacts.

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## Global Preparation

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The agreement from the General Assembly on Earth Summit 2002 is that there should be a series of processes that feed into the global PrepCom meetings. These include Regional Eminent Peoples meetings, Sub Regional and Regional Government meetings as well as Government sponsored issue meetings. In addition to this certain UN Agencies have been looking at what action they have taken. Each chapter of Agenda 21 has a Task Manager whose responsibility it is to produce a review of Implementation of that chapter. These are in many cases representatives from UN Agencies or Programmes. The Secretary General's Report on progress to implement Agenda 21 is available on [www.johannesburgsummit.org](http://www.johannesburgsummit.org) and different Major Groups will also be producing assessments and position papers.

All of these will feed into the second Global Preparatory meeting in January 2002. The Preparatory meetings for Johannesburg have Stakeholder (Major Group) Dialogues built in to them. These Dialogues are a way by which governments can hear and question Major Group views.

Stakeholder Forum (formerly UNED Forum) have produced a review of over twenty multi-Major Group processes the report can be found on the web site [www.earthsummit2002.org/msp](http://www.earthsummit2002.org/msp). A more detailed version will come out as a book by Earthscan in January 2002. (order forms on [www.earthsummit2002.org](http://www.earthsummit2002.org) and [www.stakeholderforum.org](http://www.stakeholderforum.org))

**Governments:** The negotiating body for the Summit will be made up of all UN member States each will be represented by delegations from capitals backed up by their UN Mission representatives based in New York. For some of the smaller countries the delegation will be made up entirely by Mission representatives.

Key Governments or blocks that you need to be aware of are:

**European Union:** The EU will have two relevant Presidencies during the Summit preparatory process and the Summit itself. For the three preparatory meetings it is Spain (January to the end of June) and for the Summit it will be Denmark (July to the end of December).

The further you move into the negotiations the more difficult it is to get the European Union to promote your ideas. They have to persuade 15 countries that something is a good idea and this is more difficult as the text moves to bracketing (where there is still disagreement). The only country that will talk in the negotiations will be the Presidency. The European commission staff play a key role behind the scene, particularly in areas where the Commission has competence, eg agriculture.

**G77 and China:** The Chair of G77 in 2002 is Venezuela, this will be the fifth year in a row that a country from OPEC has been Chair of G77. This means that with Climate Change being an issue for the Summit there may be difficulties with G77 on this issue. G77 has over 140 countries to coordinate and very diverse economies and interests. In the first set of preparatory meetings individual countries from G77 or sub groups within G77 may make statements such as AOSIS – The Alliance of Small Is-

land States, with 42 members and observers. Within G77 certain countries tend to take a leading role Brazil, Egypt, Iran, India, Indonesia, Malaysia, Nigeria, Pakistan and South Africa.

**JUSSCANNZ** – The non-EU industrialized countries meet as a group to discuss various issues; they are Japan, the US, Switzerland, Canada, Australia, Norway, and New Zealand. Iceland, Mexico, and the Republic of Korea may also attend meetings. It doesn't often work as a formal negotiating group more as an ad hoc group.

**Bureau:** Governments have elected ten countries, two from each of the UN Regions to manage the Summit process these are:

Brazil	Maria Luiza Ribeiro Viotti;
Canada	Richard Ballhorn;
Czech Republic	Jan Kara;
Egypt	Ahmed Ihab Gamaleldin;
Indonesia	Emil Salim;
Jamaica	Diane Marie Quarless;
Nigeria	Ositadinma Anaedu;
Japan	Kiyo Akasaka;
Romania	Alexandru Niculescu;
South Africa	has an Ex officio member Chris Badenhorst
Sweden	Lars Goran Engfeldt;

**UN Secretariat:** For the Summit process it was decided not to set up a separate secretariat but to utilise the secretariat from the CSD and to make it bigger. The Secretary General of the Summit will be Nitin Desai who has been made the Secretary General for the Summit. The Director of the Secretariat is Joanne DiSano. Within the Secretariat there is also a Major Groups focal point who is Zehra Aydin. The responsibilities of the Secretariat will include:

- Preparing the background documents;
- Producing a web site to promote the Summit;
- Analysing the national reports;
- Producing promotional material for the Summit;
- Producing negotiating text out of the discussions;
- Servicing the negotiations;
- Accrediting Major Groups.

The Secretariat can play a very important role in drafting the original text that governments start negotiating around. For the Summit process to be a success this text needs to be as rich with ideas mentioned as possible. There can be a tendency in secretariats generally for the first text to be handed to governments to be too bland and middle of the road. If governments then start negotiating this the outcome is likely to be poor. In the Habitat II process the secretariat text was rejected twice and they in each case had to virtually start again. A strong political Bureau in these cases is very important.

**UN Agencies, Programmes and Funds:** Agenda 21 identifies work to be done by many UN Agencies, Programmes and Funds. They will produce material in addition to any Task Manager Reports (these appear as Secretary General's Reports), which

will highlight the work they are doing. For the Summit UNEP is taking a key role but also WHO, UNDP, UNESCO and FAO are also doing work for the Summit.

**Major Groups/Stakeholders:** During the 1990's we have seen an enormous increase in the number of NGOs that are accredited to the UN and active in the UN Conference processes. In 1946, there were only 4 NGOs accredited; by 1992, this had grown to 928 and by the end of 2000 this had increased to 2091. The following table reviews the number of ECOSOC recognized NGOs before and after each Review of Consultative Status:

Number of ECOSOC Recognized NGOs before and after each Review of Consultative Status				
Year	Category A or I or General Status	Category B or II or Special Status	Register or Roster	Total
1946	4	0	0	4
1949	9	77	4	90
1950	9	78	110	197
1968	12	143	222	377
1969	16	116	245	377
1992	41	354	533	928
1996	80	500	646	1226
1998	103	745	671	1519

(Peter Willetts 1999: 250)

The rules that govern NGOs involvement within the UN Economic and Social Council are based on an ECOSOC resolution from 1996.

Starting with the 1992 Rio Earth Summit and followed up by the conferences on Human Rights, Population, Social Development, Women, Human Settlements, and the Food Summit we saw a large influx of NGOs. They also brought a new generation of organisations and individuals into the UN, who saw it as a vehicle to highlight their concerns and a place to put pressure on their governments as well as other governments.

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## How to attend Preparatory Meetings for the Summit

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In order to participate in a UN Conference or Summit then your organisation needs to be accredited to the UN Economic and Social Council (ECOSOC) or to the Conference itself.

The advantages of going through requesting accreditation to ECOSOC **at the same time** as getting accredited to the Summit process is that it allows you to attend any of the UN Commission meetings and General Assembly meetings in the future.

If you are already accredited through ECOSOC then you only need fill in a pre-registration form, as all those already accredited to ECOSOC will be automatically accredited to the Summit. This form can be found at [http://www.johannesburgSummit.org/html/major\\_groups/preregistration.html](http://www.johannesburgSummit.org/html/major_groups/preregistration.html)

If you just accredit to the Conference or Summit then you will only be allowed to attend the preparatory meetings for that event and afterwards your accreditation will not continue. The form for doing this can also be found on the same web site.

To start the process for accreditation to Eco Soc you need to go to the web site <http://www.un.org/esa/coordination/ngo/documents.htm> to download the relevant form and on that site is also a model application to help you understand how to apply.

There are three levels of accreditation to ECOSOC these are General, Special and Roster:

<b>Privileges/obligations</b>	<b>General</b>	<b>Special</b>	<b>Roster</b>
Relevance to the work of ECOSOC	all areas	some areas	limited
Are in consultative status with ECOSOC	yes	yes	yes
Designate UN representatives	yes	yes	yes
Invited to UN Conferences	yes	yes	yes
Propose items for ECOSOC agenda	yes	no	no
Can speak at ECOSOC	yes	no	no
Attend UN meetings	yes	yes	yes
Circulate statements at ECOSOC meetings	2000 words	500 words	no
Circulate statements at ECOSOC subsidiary bodies' meetings	2000 words	500 words	no
Can speak at ECOSOC subsidiary bodies' meetings	yes	yes	no
Must submit quadrennial reports	yes	yes	no

Taken from UN web site



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## How to Participate

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### **YOU MUST ACCREDIT UNDER AN ECOSOC ACCREDITED NGO OR HAVE APPLIED FOR ACCREDITATION TO THE SUMMIT.**

You must write to the UN to inform them that you are going to attend at least **three weeks** before you intend to be there. This should be done on your organisations headed notepaper or that of the organisation that is wishing to accredit you. Depending on the number of NGOs accrediting for the CSD, it is possible that a special desk will be set up at the UN Visitor's Entrance for the first day. If this is not the case, you can collect your pass from the Pass Office at the northwest corner of 45th St and 1st Ave (behind the blue door). You will need to take the following with you:

- your passport
- a copy of the accreditation letter you sent
- a copy of any reply you received (if you have received any)

If you are arriving early, it's worth accrediting then, to avoid the queues of the first day.

The deadlines to submit participant lists are:

- PrepCom II -----7 January 2002
- PrepCom III -----4 March 2002
- PrepCom IV -----6 May 2002
- Johannesburg 2002 -5 August 2002

Your pre-registration will be complete only after you receive confirmation from the Summit Secretariat that all necessary forms and lists have been received.

To send your letter requesting accreditation you should fill in the form on the web site and all organisations in consultative status will receive a **password** from the Summit Secretariat to pre-register online. If you have not received your password from the Summit Secretariat, write to [Summitregister@un.org](mailto:Summitregister@un.org).

You can pre-register to all or any of the events PrepCom II, PrepCom III, PrepCom IV, and the Summit.

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## How to be Effective!

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### **Before you arrive:**

- Discuss the agenda of the meeting within your NGO/Major Group group and among others in your field. A well-organised back up by other NGOs/Major Groups in your country can mean pressure being put on the government at home as well as in New York. You may want to set up a rapid reaction group who can take action on an issue within your parliament or with national newspapers.
- Make sure you have a copy of the latest text that is being discussed. This will be on the UN web site.
- Decide the issues your NGO/Major Group wants to focus on, and think about the outcomes that you would like to see.
- Contribute to the preparation of the Issue Caucus papers or Major Group preparations - this is usually done by list servers;
- Send your views on the issues to the Missions of key governments in New York (see list at the end);
- Send off your accreditation details at least three weeks before the meeting;
- Bring with you if you can a mobile office - computer, printer, telephone;
- If you can meet with key governments to discuss your position in the week before.

### **At the Preparatory Meeting:**

- Work with the NGOs/Major Groups present - it's impossible for an individual to cover everything;
- The NGOs or some other Major Groups eg women usually organize a morning meeting before the negotiations start; This is where you can quickly find out what is happening and you can also share your information and who the key players are;
- In some negotiations the NGOs will operate 'floor manage' there job is to take notes on the negotiations and report back to the next NGO morning meeting; They also help the lobbyists to know who is saying what on a minute by minute basis and therefore it helps their ability to target the right countries; If you are new then this is a good thing to volunteer to do to get a feel for who the key government people are;
- Contribute to the agreed NGO/Major Group position papers - these tend to carry more weight than individual Major Group/NGOs' papers;
- Talk regularly to your government's delegation - tell them your priorities, and suggest text amendments;

- Work with the NGOs/Major Groups on your government's delegation;
- Target other governments:
  - Not in a block: It is easier to persuade one government to take your ideas than a block. So target countries that tend to act singularly this would include Australia, Canada, Japan, New Zealand, Norway and the USA
  - if your country works in a block you will need to convince more than your own government to adopt your amendments, eg EU=15
  - Countries with Economies in Transition are also a possible target.

Be aware of the considerable pressures on delegates and their interests. If an NGO/Major Group tries to take account of the pressures in the day and shares the occasional bit of information which might be of use to the delegate - as well as getting their own point across, this makes a stronger relationship.

- Make informal contacts with the delegations. Much of the lobbying work happens informally. The impact of September 11<sup>th</sup> may restrict access to parts of the building. Key places are the:
  - Vienna Café;
  - Delegates Lounge (this is meant to be only for delegates but you may go with a delegate wearing either a yellow (Head of delegation), red (a member of a delegation) or blue (an intergovernmental organization accredited to the General Assembly);
  - Delegates Dining Room;
  - Corridors;
  - Back of meeting rooms;
  - Main cafeteria;
  - Government Missions.

Lobbying is fun but can seem very daunting for a beginner. It is important to remember a few rules.

1. When you meet a government official give them your card and ask for theirs;
2. The main discussion is often very procedural and can be a bit boring and so government delegates are often really pleased to be asked to go for a coffee;
3. Don't approach if there speaking/country card is up;
4. They are interested in finding out what Major Groups think and also what is happening in the corridors; You can help them with this;
5. When giving some information about what you want you need to be very specific. If you want text in a particular place then produce material that shows

where it should go. If you are down to brackets understand what they mean (see bracket section);

6. A rule of thumb: if you are spending more time with your own group than with government officials then review your work pattern;
7. If you have a team of people lobbying agree who will talk to whom, governments don't want to be lobbied by loads of people over the same issue. But do let them know how many organizations support your view. It is useful if you are working on an issue to have people assigned to look after the EU Presidency, G77, countries which have single decisions;
8. If you have a problem with some governments invite them all to a meeting to discuss your idea. This can be in the building or if it is early in the process then for drinks or dinner. This also applies the other way round - if governments like your idea try and bring together a coalition;
9. Try to be positive all the time;
10. Every day try and extend the number of countries you are talking to;
11. At some point a list of people attending the meeting will come out - keep an eye open for this as it will help you identify people you should see;
12. If you are coming in early for one of the PrepComs then try and organise meetings the week before with Governments you haven't met before eg ask to see them at their Mission;
13. If you're on a Government Delegation, especially for the first time, there's a lot going on and it can be easy to miss important information. Ask for a copy of the Government brief. You should not let anyone see this otherwise your government will not only not trust you but you will have negatively impacted on them trusting anyone to come on the government delegation in the future;
14. If there are other NGOs on your government delegation then try and share out the tasks between them. Try and find other NGOs on other government delegations and work with them;
15. It is important to realise that if you are on the government delegation that you will need to play a key role in helping the government understand what is happening from the Major Groups but also it would be important to share information you hear on the floor. It can be easier for opposing government delegations to talk to a Major Group representative as an intermediary to move ideas forward.
16. Do not at any point sit in a government seat unless you are on a government delegation;
17. The good negotiator tries to be aware of the forces at play, able to understand and respond appropriately (eg just because someone starts shouting, no need to respond in kind).
18. The good negotiator is also thinking not just about the meeting at hand, but the ones to follow - putting in place the building blocks that lead to sustainable

results. This isn't just thinking about the words on paper, but also the relationships and the networking (again don't overlook business, secretariats, international organisations etc).

19. It is quite possible that the negotiations will not end on the date or time indicated, plan to stay if you can until the Sunday in case they work through the Friday night.

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## NGO/Major Group Papers and Statements!

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There are a number of ways in which a Major Group can participate in the Summit negotiations. These include:

**Individual NGO/Major Group Position Papers** — Your organisation will arrive with a position on the issues that you are prioritising for the Summit and these may be in the form of background papers or focused points that you want governments to look at. For the Second PrepCom in January it is likely that many groups will come with broad papers and only when we get down to text negotiations will the papers become more specific. The UN will provide tables for organisations to put their papers on. Although this is a good place to distribute your material it is as important to meet with government officials and give the material to them personally and discuss your ideas.

**Agreed NGO/Major Group Position Papers** — In the lead up to the Preparatory meetings Major Groups will try and agree a joint position paper. Because they represent a wide range of NGOs/Major Groups and their constituencies, they tend to carry greater weight with governments. As we move forward through the preparatory meetings you will be putting forward text amendments. The usual format is to reproduce the Government text with NGO/Major Group amendments in bold. It helps the delegates understand what you want added and where.

**Oral Statements** — ECOSOC-accredited NGOs/Major Group may ask to make a brief oral statement to the meeting. These are at the discretion of the Chair and with consent of the members. The CSD process has allowed a great degree of contributions from Major Groups during the negotiations and it is expected that will be the case for the Summit process. Usually coordinated joint statements by a group of NGOs or Major Groups will be more likely to be allowed than individual NGOs. The statements are most effective if they are brief (less than 5 minutes) and substantive in nature.

Ten copies of your statement must be given to the secretariat for the interpreters. If you want your statement given out to the governments, you cannot give it out yourself, then 300 copies should be given to the Secretariat staff. You can also put extra copies on a table in the room with other statements.

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## The World of Brackets

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As the negotiations progress the text becomes cluttered with brackets. These represent what has not yet been agreed. If you are involved with the negotiations it is very important to understand that there are many different types of brackets. These include:

It is important to understand the nature of why a bracket was put in place if you want it to be removed. Brackets will look the same in the text but they could be any of the following:

**Alternative brackets** are alternative text for the same issue and may revolve around a substantive disagreement but tend to be similar wording for the same issue.

**Contentious brackets** are there because of fundamental disagreement over a particular section.

**Suspicious brackets are used when** one group thinks the other is up to something with a section or a phrase and so the brackets are put in until it becomes clearer.

**Tactical or Trading brackets** may be put in by one country to enable them to trade them with another bracket in another section or in another area. It is important to understand what might be traded to be able to unlock these brackets.

**Uncertain brackets** are put where no one was quite sure what the proposed text meant or why the brackets were placed there in the first place.

**Waiting brackets** are put when governments are waiting for instructions from capital on what to do.

**Weary brackets** usually put in when negotiations go on into the early morning and are put there when people get too tired to negotiate effectively.

(drawn from Fiona McConnell' explanation in the book The Biodiversity Convention A negotiating History. Fiona McConnell was Vice Chair of UNED UK from 1993-1997 and before that was chief negotiator for the UK Government in the Rio preparatory process)

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## Media Campaigning

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This section was written by Michael Strauss.

The goal of all NGOs' activities in the WSSD process will be to increase public awareness and pressure on political leaders in order to influence the positions of governments and the decisions that are made at the Summit. One of the most effective means for achieving that is by building public constituencies through broad and accurate media coverage.

The U.N. press corps represents a tremendous potential communications resource. There are over 200 correspondents regularly covering the U.N. in New York, from over 120 major newspapers, magazines, television networks and radio stations, that serve virtually every country and geographical region. That number will increase as the Summit approaches.

In New York, the U.N. journalists' offices are mostly clustered on three floors, in a section of the Secretariat and Conference buildings. This Press Area is technically restricted to those with U.N. press credentials [no, that is not the same as an NGO who writes a newsletter]. And, as with all things these days, security checks are stricter.

Still, journalists themselves are usually fairly relaxed about visitors – provided those are respectful and discrete. That means, for example, that an individual can usually place advisories or press releases in the reporters' post-boxes on the 4<sup>th</sup> floor, or go to a scheduled interview with a particular reporter. However, roaming the press offices is not advised. And posting notices of any type on the walls is definitely not a great idea.

Gaining media coverage at the U.N. is very desirable, and it is possible – but it is not easy. A fast look at the press post-boxes will reveal that each reporter receives 40 or 50 items per day – press releases, advisories, newsletters, background documents. Most of these are competing for the same, very -limited, print or broadcast space. Remember, these are the same journalists who are at the U.N. reporting on issues like war and peace, drought, refugees and famine.

Attempting to reach journalists at the U.N. should be done with an understanding that most reporters are not specialists in your field and therefore require a clear explanation of the issues, yet their time is extremely limited. The most important rule is to make sure your statement identifies issues that are newsworthy, and presents them in a clear, focused way.

There are a several useful methods to gain the media's attention :

### **Media Advisories –**

Announce your event in only a few words, on one page, that explain what it is, who is involved, and when it is taking place. Identify who is sponsoring the event. Let the press know if credentials are required [at the U.N. they are – outside press must apply for accreditation from DPI, in advance ].



## **Press Releases –**

These need to present a clear, focused description of an event or action., in at most two pages. A journalist's requirements are very specific. An effective press release should be:

- *Complete* – It should inform what the activity is, when and where it is happening, who is involved, and why it is significant. It should include some provocative quotes.
- *Clearly written* – It should cleanly explain information in a direct style, much like a news article. It should not sound like a dissertation or a political treatise. It should also not use much scientific, political or technical jargon.
- *Concise* – Two pages should be the most for a press release, written in a readable font [12 point is preferable, 11 point is pushing it]. The page should be well spaced, without too many fancy graphics. If it needs to have graphs or charts, put them on a background document.

## **Press Conferences –**

The most comprehensive way to convey a message to the press is, of course, a full news conference. These allow a broad framing of an issue, statements by expert speakers, and direct questions by journalists. Yet it is often difficult to attract New York reporters to most ordinary sustainable development press conferences – and even more so at the U.N. Regular 'outside- the-U.N.' reporters are rarely following U.N. issues, and U.N.-based reporters are overwhelmed with major political events.

Over the past few years, NGOs active at the U.N. have discovered that by organizing press conferences and media activities in coalition, they can be far more effective at gaining the press' attention. Press conferences presenting speakers from a northern and a southern NGO, an environment and a social or development organization, a major NGO and a local one have been able to reach a broader potential journalistic audience.

If these can be held at one of the venues close to the U.N. press corps offices, they have a far greater chance of succeeding. There are two such venues : the official U.N. Press Conference Room ( S-226 ), and the lounge of UNCA – the U.N. journalists association. Each of these require special permission, or the payment of a fee. Both are best organized with a coalition of NGOs, and the assistance of an experienced media coordinator.

## **NGO Media Coordination for the Summit**

Because the plethora of voices at U.N. conferences, each competing for media attention, often has the effect of cancelling each other out , NGOs have discovered that it can be far more effective to present their issues to the press as a coalition. A number of the leading NGO coalitions will therefore work together on strategies for media, to try to achieve a maximum level of media coverage for the PrepComs and the 2002 Summit

The **International Media Advocacy Project** [IMA] will help coordinate communications for a broad coalition of the NGOs active at the WSSD. The Project will advise

NGOs on how to promote their positions on policy issues, organize media events, and publicize national and global environment and sustainable development activities. The IMA will be active at the Summit and at all preparatory meetings. It will cooperate closely with the Summit Secretariat and U.N. DPI to obtain for NGOs optimal access to official media facilities and the U.N. press corps.

Working with NGO coalitions, the IMA will:

- Organize **news conferences** and **background briefings** by leading NGOs on active Summit issues and their political status.
- Help produce **press releases and media kits** covering all Summit issues, from a broad range of environment, economic development, and social justice NGOs.
- Arrange **interviews of NGO experts** in specific issue areas, from all geographical regions.
- Provide **websites, calendars and media advisories**.
- Suggest **story ideas** to journalists, and seek cooperation with individual news organizations on coordinating special events.

If your organization would like to cooperate in the coalition media activities, or requires advice on other press areas, contact :

Michael Strauss, *Earth Media*  
International Media Advocacy Project  
211 East 51 Street, 3C New York, N.Y. 10022  
tel: 1 212 355-2122 [earthmedia@iqc.org](mailto:earthmedia@iqc.org)

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## Issue Caucuses and Major Groups

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The preparation for Earth Summit 2002 has many different coordination bodies. The list that we give here is as best as we can at this point.

As Agenda 21 identifies nine Major Group groups we will list the coordinating bodies within those groups.

(emails and web site required)

### **Business and Industry:**

The two main industry groups the International Chamber of Commerce (ICC) (Contact: Jack Whelan jack.Whelan@iccwbo.org) and World Business Council for Sustainable Development (WBCSD) (Contact: Claude Fussler fussler@wbcsd.ch) have combined to form the Business action for Sustainable Development (BASD).

Business Action for Sustainable Development will be the first time the world's major business organizations have coordinated their activities for a Summit on sustainable development.

It has been formed to ensure business rallies its collective forces for the second UN Earth Summit in Johannesburg in 2002.

Its aim is not to create yet another organisation but rather to create a network among business groups, whether international, sectoral or regional, in the months leading up to the Johannesburg Summit.

They hope this ensures the world business community is assigned its proper place in preparations for the Summit and that we are seen at the event itself to be playing a constructive role.

The messages will be straightforward: a business-like emphasis on action and not merely process; an openness to partnership with other players in a wide variety of sustainable development initiatives; and a commitment to openness and accountability all round. Put simply, our message going into the Earth Summit in 2002 is that business is part of the solution to sustainable development.

Web site: [www.basd-action.net](http://www.basd-action.net)

### **Children and Youth**

There are different youth initiatives for the Summit process these are the key ones.

Ms. Julie Larsen  
United Nations Association of Canada  
Tel: 613-232-5751  
Email: [Julie@unac.org](mailto:Julie@unac.org)

<http://www.youth2002jeunesse.unac.org/>

Mr. Leif Holmberg  
Borgholm Secretariat (follow up to Borgholm Youth Summit)

Tel: 46-8-5517-1930, or 46-70-229-2425

Email: [leif.holmberg@lsu.se](mailto:leif.holmberg@lsu.se)

<http://www.youth.se/>

<http://yes2001.azmain.com/>

## **Farmers**

There are two organisations coordinating for the Farmers these are:

Via Campesina (Ms. Nettie Weibe,)

The Via Campesina is has movement of peasant and farm organizations from all the alternative areas of the world committed to solidarity and determination to move forward in the defence of people of the land and in the building of better

Tel: (306) 966-8979

Email: [netwiebe@hotmail.com](mailto:netwiebe@hotmail.com)

Web site: [www.virtualsask.com/via/](http://www.virtualsask.com/via/)

## **International Federation of Agricultural Producers**

IFAP was established in 1946 to secure the fullest cooperation between organizations of agricultural producers in meeting the optimum nutritional and consumptive requirements of the peoples of the world. It works to improve the economic and social status of all who live by and on the land.

(Mr. David King)

Tel: 33-1-45-26-05-53

Email: [David.king@ifap.org](mailto:David.king@ifap.org)

Ms. Nora Ourabah

Email: [NoraOurabah@ifap.org](mailto:NoraOurabah@ifap.org)

Web site: [www.ifap.org](http://www.ifap.org)

## **Indigenous Peoples**

The Indigenous Peoples organizations around the Commission on Sustainable Development have been coordinated by.

Contact: Carol Kalafatic ([kalafatic@ic.si.edu](mailto:kalafatic@ic.si.edu)) The American Indian Treaty Council and Victoria Tauli-Corpuz ([vso@skynet.net](mailto:vso@skynet.net))

The Earth Council runs an Indigenous Peoples web site.

Web site: [www.earthcouncil.org](http://www.earthcouncil.org)

## **Local Authorities**

International Council for Local Environmental Initiatives (ICLEI)

ICLEI is the international environmental agency for local governments.

ICLEI's mission is to build and serve a worldwide movement of local governments to achieve tangible improvements in global environmental and sustainable development conditions through cumulative local actions.

Building a worldwide movement requires that ICLEI functions as a democratic, international association of local governments. Serving a worldwide movement requires that ICLEI operates as an international environmental agency for local governments.

More than 350 cities, towns, counties, and their associations from around the world are full Members of the Council, with hundreds of additional local governments participating in specific ICLEI campaigns and projects. As a movement, association, and agency, ICLEI continues to work towards its [environmental and sustainable development goals](#).

[sbaird@iclei.org](mailto:sbaird@iclei.org).

Contact: Konrad Zimmerman

Web site: [www.iclei.org](http://www.iclei.org)

### **Non-Government Organisations:**

There are numerous NGO Coalitions or Issue Caucuses these include:

#### **1. Sustainable Development Issue Coalition**

The Sustainable Development Issues Network for 2002 (SDIN) is a collaborative effort among civil society networks and nongovernmental issue caucuses aiming to improve communications and access to information on sustainable development issues. In particular, the initiative aims to improve communications among NGOs engaging in the World Summit on Sustainable Development, drawing especially upon the Internet, the worldwide web as well as person-to-person relationships to share knowledge and organize for action.

The Issues Network evolved out of discussions among NGO issue caucuses and major groups seeking methods and vehicles to increase their effectiveness in contributing to the global dialogue on sustainable development policy at the UN Commission on Sustainable Development (CSD) and other relevant intergovernmental arenas.

The Issues Network is not meant to compete with or replace the networking and organizing efforts of other NGO bodies, but instead aims to assist and promote the efforts of civil society networks working on sustainable development issues in various fora. In this sense, SDIN is not another "network" per se but hopefully a useful tool of NGO networks.

This body is coordinated by three NGO Coalitions these being:

- ANPED - Northern Alliance; Pieter van der Gaag [anped@anped.org](mailto:anped@anped.org)
- Environment Liaison Centre (ELCI): Barbara Gemmill ([herren@africaonline.co.ke](mailto:herren@africaonline.co.ke))
- Third World Network: Chee Yoke Ling, [cheeyl@tm.net.my](mailto:cheeyl@tm.net.my)

Web site to be launched in 2002

## 2. RIO10

This has been coordinated by the Danish 92 committee. Their website's objective is to increase the participation and political influence of NGOs in a number of developing countries prior to the Johannesburg Summit in 2002.

The Danish 92 Group holds the view that Johannesburg Summit is the greatest chance in many years to redirect public attention and popular commitment towards sustainable development. The Johannesburg Summit may serve to place social, economic and environmental issues and solutions on the world agenda in ways favouring both the poor and the environment. This website is part of a framework project entitled "Project of Danish Support for Increased Participation of Southern NGOs in the Rio+10 Earth Summit" conducted by three Danish NGOs, MS, Ibis and WWF-Denmark, on behalf of the Danish 92 Group. The project is sponsored by Danida (the development department of the Danish Foreign Ministry).

The Project's main aim is to boost the participation, in terms of quality as well as quantity, of the South's civil society in the preparation for, participation in and follow-up of the Johannesburg Summit in 2002. It particularly focuses on furthering an inclusive public debate in each country in order to substantiate the negotiating positions of the governments concerned.

The project involves NGOs and social organisations in 30 countries in Asia, Africa and Latin America. The purpose of the website is for these NGOs to be able to share information; to communicate with each other; to make their documents and political proposals for the Johannesburg Summit available to others; to debate issues concerning the Johannesburg Summit. The website will also be a forum for sharing ideas on how to lobby governments, develop strategies for information campaigns in the different countries, and in other ways prepare well for the Johannesburg Summit.

The project was inspired by the Rio+8 Roundtable Forum in Copenhagen convened by the Danish 92 Group, where 70 NGOs participated. The majority of the participants were from the developing world, and they asked the Danish NGOs to support their preparations prior to the Johannesburg Summit in 2002. Furthermore the Rio+8 Conference found it crucial that the NGOs return to their role as pathfinders and mediators between people and governments in international negotiations. A part that they performed rather well in 1992. The NGOs should once again act in a visionary, idealistic and political fashion in preparation of the summit. The project's aim is to pay more attention to the support of awareness-raising and mobilisation, which may help create the momentum for binding international co-operation, bringing about the necessary political will among decision-makers. The political aim could be the so-called New Deal, which must be able to combat poverty and tackle global sustainable environmental problems through greater political will, force, financial resources and institutional capacity to implement existing international agreements and rules.

Contact: Hans Peter Dejgaard (hp@hp-consult.dk)

Web site: [www.rio10.dk](http://www.rio10.dk)

This network grew out of the Rio+8 Conference held in Denmark in June 2000. The conference addressed a series of issues

### **3. NGO CSD Steering Committee**

The Steering Committee used to be the main network around the CSD. In 2001 a number of issue caucuses, the Northern Caucus and the Women's Caucus left the Steering Committee. The remaining members have been involved over the past year in trying to organize a South Summit in Algeria and some national meetings to review Agenda 21. It has a series of issue caucus that work on the different issues that are being addressed by the CSD. It is not a political for and does not itself have policy. These are developed by its issue caucuses.

Contact: Esmeralda Brown ([ebrown@gbgm-umc.org](mailto:ebrown@gbgm-umc.org))

Web site: [www.csdngo.org/csdngo](http://www.csdngo.org/csdngo)

### **4. South African NGO Coordination Group:**

The South African NGO Community have created a Civil Society Indaba which will be the body responsible for advancing civil society input and participation in the World Summit on Sustainable Development to take place in Johannesburg in September next year. It will contribute to not only the logistics of the civil society space but also the policy agenda of civil society towards the summit.

Email: Solomzi Madikane [soli@worldsummit.org.za](mailto:soli@worldsummit.org.za) or [bryan@worldsummit.org.za](mailto:bryan@worldsummit.org.za)

Web site: [www.worldsummit.org.za](http://www.worldsummit.org.za)

### **Scientific Community**

International Council for Scientific Union (ICSU) is a non-governmental organization, founded in 1931 to bring together natural scientists in international scientific endeavour. It comprises 98 multi-disciplinary National Scientific Members (scientific research councils or science academies) and 26 international, single-discipline Scientific Unions to provide a wide spectrum of scientific expertise enabling members to address major international, interdisciplinary issues which none could handle alone. ICSU also has 28 Scientific Associates.

The Council seeks to break the barriers of specialization by initiating and coordinating major international interdisciplinary programmes and by creating interdisciplinary bodies, which undertake activities and research programmes of interest to several members. A number of bodies set up within ICSU also address matters of common concern to all scientists, such as capacity building in science, environment and development and the free conduct of science.

The Council acts as a focus for the exchange of ideas and information and the development of standards. Hundreds of congresses, symposia and other scientific meetings are organized each year around the world, and a wide range of newsletters, handbooks and journals is published.

The principal source of ICSU's finances is the contributions it receives from its Members. Other sources of income are the framework contracts from UNESCO and grants and contracts from UN bodies, foundations and agencies, which are used to support the scientific activities of the ICSU Unions and interdisciplinary bodies. The total budget of the whole ICSU family amounts to over 15 million US dollars a year.

One of ICSU's greatest strengths, however, is the time contributed freely by the thousands of scientists committed to the objectives of the Council.

Contact: Thomas Rossvell (Secretariat@icsu.org)  
Web site: [www.icsu.org](http://www.icsu.org)

### **Trade Unions:**

International Confederation of Free Trade Unions (ICFTU) works to ensure that the issues that trade unions worldwide are concerned about are brought forward in the discussions on sustainable development. The ICFTU has taken part in all the CSD meetings and all the Major Group Dialogue Sessions since 1992.

Contact: Lucien Royer (Lroyer@compuserve.com)  
Web site: [www.icftu.org](http://www.icftu.org)

### **Women**

The CSD Women's Caucus is picking up the challenge of the process towards 2002, aiming to ensure gender mainstreaming of all decisions to be taken. The caucus is a working group of women and men who are interested in and working towards the mainstreaming of gender into sustainable development policies and practical implementation strategies.

The caucus works towards the recognition and adequate action on gender-related aspects of sustainable development issues by providing information and research as well as lobbying on recommendations based on up-to-date analyses and consultation within the caucus.

The CSD Women's Caucus grew out of the 1991 Miami Conference, organized by WEDO, and its outcome document Women's Action Agenda for a Healthy Planet.

The women's caucus meets at the CSD Sessions, organizes side events and takes part in other caucus to ensure gender mainstreaming of NGO work. We lobby on the basis of position papers developed beforehand, make statements in negotiations and work on line-by-line amendments to text being negotiated. In between CSD Sessions, caucus members communicate via email, phone, fax, and post. It operates an open list server to prepare our positions and lobbying strategies, networking globally with interested organisations and individuals.

The caucus as assigned tasks to its members. For example, organizing the morning meetings and linkages to the UN for the Dialogues is being coordinated by WEDO.  
Contact: June Zeitlin WEDO [june@wedo.org](mailto:june@wedo.org)

Web site: [www.earthsummit2002.org/wcaucus/csdngo.htm](http://www.earthsummit2002.org/wcaucus/csdngo.htm)



## **Caucuses that may be involved with the Summit process:**

- **Caucus on Aging:** Virginia Hazzard (vhazzard@viconet.com) and Peter Walker (nucprw@attglobal.net)
- **Corporate Accountability:** Jagjit Kaur Plahe (plahej@Wva.org.au) and Pieter van der Gaag (anped@anped.org)
- **Education:** Trevor Harvey (t.Harvey@farn-ct.ac.uk) and
- **Energy:** Rajat Chaudhuri (rajat.chaudhuri@cuts-india.org) and Deling Wang (deling@igc.org)
- **Climate Action Network:** info@climatenetwork.org
- **Forests:** Miguel and Simone Lovera (lovera1@conexion.com.py)
- **Freshwater Action Network:** Danielle Morley (dmorley@earthsummit2002.org)
- **GEF Network:** Jan-Gustav Strandenæs (jgstr@online.no)
- **Health and Environment:** Claudia Strauss (WITNewYork@aol.com)
- **Human Settlements:** Dr Sandra Hernandez-Colon (hsc@nywork2.undp.org)
- **International Coalition for Sustainable Production and Consumption:** Jeffrey Barber (jbarber@econet.org) and Chee Yoke Ling (cheeyl@tw.net.my)
- **Legal and Institutional Issues:** William Pace (wfm@igc.apc.org)
- **NGO Taskforce on Business and Industry (ToBI):** Jeffrey Barber (jbarber@econet.org)
- **Older Persons:** Perry Walker (nucprw@vaxc.hofstra.edu) and Virginia Hazzard (vhazzard@viconet.com)
- **Peace:** Nancy Finneran (nancyfinn@aol.com) and Theresa Fitzgibbon (Theresaf@pym.org)
- **Science and Technology:** Irini Sarlis (sosny@undp.org)
- **Social Development:** Carol Lubin (crlubin@erols.com)
- **Sustainable Agriculture and Food Systems:** Linda Elswick (ipsa@igc.apc.org)
- **Sustainable Communities:** Ibrahim Magdi (centre-infos@enda.org.ma) and Karen Onthank (unposf@igc.orf)
- **Tourism:** Nina Rao (theraos@vsnl.com) and Frans de Man (re-tour@do.nl)
- **Transport:** Walter Hook (mobility@igc.org) and Bambang Susantono

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## Other U.N. Information

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**Food and drink.** There are several restaurants in the UN, the Cafeteria in the Secretariat is on the first floor, south annex, south side of the building. There is also the Delegates Dinning Room on the 4<sup>th</sup> Floor and a Staff Dinning Room at the top of the escalators (4<sup>th</sup> floor in the Secretariat Building).

There are cafeterias in the DC1 building, 3rd floor and in the UNICEF building, ground floor.

**Banking facilities.** ATM machines are by the escalators in the Secretariat Lobby. Chase Manhattan Bank is on the 4th floor of the Secretariat building (S-0462). Hours are 9.30am - 3.30pm.

**Post Office.** Located in the Secretariat building basement, through the glass doors at the base of the escalator. You can purchase UN stamps in the visitor's area of the General Assembly building.

**Telephones.** Internal calls can be made from any phone. For '963' numbers, dial '3' and the last four numbers. For '906' numbers, dial '4'.

Local calls (beginning with '212' or '718') can be made from the phone booths outside the larger Conference Rooms. For other calls, there are phones in the visitor area of the GA building. It would be useful to buy a telephone card from a news-agent as this is the cheapest way to telephone abroad. These cannot be used by the telephones near Committee Room 4.

**Medical Service.** Secretariat building, room S-0557, ext 3.7090.

**DPI NGO Resource Center.** Lots of information, plus some computers. In the basement by the library, which is located on the basement level of the Dag Hammarskjold Library.

**The Dag Hammarskjold Library.** This occupies a three-storey building on the south side of the UN. Mon - Fri 9a.m. - 6p.m. (Photocopiers.)

**Photocopying and Computers.** NGLS and DSD provide a photocopier and computers for NGOs in one of the small conference rooms. You will need to supply your own paper. To photocopy outside the UN you need to go to Kinko's on 48th Street (btw. 1st and 2nd Ave). They also have computers for hire.

**Other Buildings and Facilities.** UNDC1 and UNDC2 are two adjoining buildings located on the northwest corner of 44th St. and First Ave. Many UN program departments and some specialised agencies have offices in the buildings. For example you will find UNDP, INSTRAW, FAO and the IMF in UNDC1. UNESCO, DSD and WHO are in UNDC2. UNICEF is also on 44th Street.

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## Beyond the UN

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### From JFK/LaGuardia Airport.

**Shuttle buses** there are shuttle buses from all the New York Airports they will take you into Manhattan. From JFK it costs \$13. The bus takes about an hour and arrives at 42nd Street. From LaGuardia it costs \$10. The bus takes about 40 minutes and stops at 42nd Street as well.

**Taxis** these are also available from the airports, they are more expensive. The flat rate from JFK to anywhere in Manhattan is \$30 (+ tolls and tip). It is possible to take the subway from JFK; to do this you take a courtesy bus to the subway station. The subway ride takes about 1<sup>1</sup>/<sub>2</sub> hours, but only costs \$1.50. They are building a train link to the airport, which might be finished in 2002.

### Transportation in Manhattan

**Taxis** these are easily hailed on the street. Official license cabs are painted yellow a light on the roof of the vehicle indicates that the taxi is available for hire.

**Subways** these are a fast means of travel and you can buy multiple tickets if you are going to be in New York for a while. This saves on the wait. Most of the trains go North to South in Manhattan. Cross-town trains run between Grand Central Station and Times Square on 42nd St.

**Buses** are not so fast, although they can be a good way to see New York. There are also more cross-town services than on the subway. The fare for one ride on a subway or bus is \$1.50. You can use tokens or a 'Metrocard'. On the buses you can also use exact change, coins only.

**Metrocards** are the most economic means of buying tickets, and allow you to transfer between subways and buses. There are three purchasing options a:

- weekly pass (\$20);
- single-ride Metrocard allowing you to load on as much or as little money as you like (a 10-ride card gives you one extra ride free);
- one-day pass.

Day-Metrocards are available at vending machines, and at street-level vendors, but not at the subway ticket booths.

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## Staying in New York

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Here are some suggestions of places you might consider staying at in New York.

<p><b>Big Apple Hostel</b>          119 West 45th Street          tel. 212 302 2603          Shared: \$28 Private: \$75</p>	<p><b>Murray Hill Inn</b>          143 E. 30th St, btw Lex/3rd          tel. 212 683 6900          Single/Double \$125</p>
<p><b>Hotel Wolcott</b>          4 West 31st Street          tel. 212 268 2900          Single/Double \$125</p>	<p><b>Pickwick Arms</b>          230 East 51st Street          tel. 212 355 0300          Double: \$130; Triple: \$155</p>
<p><b>Iriquois Hotel</b>          49 West 44th Street          tel. 212 840 3080          Single/Double: Feb. \$199; Apr. \$249</p>	<p><b>NGO Flats (Mr. Edelman):</b>          212 E. 51st St (btw. 2nd and 3rd Ave)          tel. 212 688 6769          or fax 355 0938.          Approx. \$150 for large studios</p>
<p><b>Vanderbilt YMCA</b>          224 East 47th Street            Tel. 212 756-9600          Single: \$72 Double: \$86 (no tax charged)</p>	<p><b>Millennium UN Plaza Hotel</b>          44<sup>th</sup> Street at First Avenue.            Tel (1) 212 758 1234          www.millennium-hotel.org          \$149 per room per night</p>
<p><b>Manhattan East Suite Hotels</b>            Tel: (1)1 800 20 Suite Ext98            Web site www.nyt.mesuite.com</p>	<p>Manhattan Riverside Tower Hotel            \$95 for a person per night            Doubles \$100            Suites \$110-\$130            Tel: (1) 1 800 724 3136</p>

**Web resources:**

New York Hotel Discounts & City Guide

[http://www.worldexecutive.com/cityguides/new\\_york/](http://www.worldexecutive.com/cityguides/new_york/)

Comprehensive list of hotels is arranged by price. Each listing has telephone and fax numbers, and several include prices on rooms or suites.

New York accommodations online - discounts on reservations

<http://www.newyorkhotelsonline.com/save/newyork-save.htm>

Priceline.com - Name Your Own Price for airline tickets, hotel rooms, groceries, new cars, home finance and more!

<http://www.priceline.com/>

New York City hotel reservations, discounts, savings, deals

<http://www.express-res.com/>

Discount New York City Hotel Reservations. Check out our free service for NYC hotel reservations with great discounts. Take a look.

Specials from \$99 [www. Hotres.com](http://www.Hotres.com)

Hotel Hotline in New York 130 hotels from \$69 a night

[www.hoteldiscount.com](http://www.hoteldiscount.com)

A small selection of lower priced accommodation close to the U.N. All rates are daily, + 13.25% tax except for flats.:

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**a quick guide to jargon, acronyms, etc**

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<b>ACC</b>	Administrative Committee on Co-ordination - the UN Secretary Generals Cabinet
<b>AOSIS</b>	The Alliance of Small Island States, with 42 members and observers.
<b>BASD</b>	Business Alliance for Sustainable Development
<b>Bureau</b>	The Bureau of the CSD is composed of the <b>Chair</b> and representatives of the other five <b>regional groupings</b> of member states. The Bureau for the Summit is composed of the Canada, Sweden, Japan, Indonesia (Chair) Jamaica, Brazil, Czech Republic, Bulgaria, Egypt and Nigeria - Ex Official South Africa.
<b>CARICOM</b>	(Caribbean Community): Antigua & Barbuda, Bahamas, Barbados, Belize, Dominica, Grenada, Guyana, Jamaica, Saint Kitts & Nevis, Saint Lucia, Saint Vincent & the Grenadines, Trinidad & Tobago.
<b>Chair</b>	The Chair is responsible for facilitating progress in the work of the Summit or CSD, and serves from the end of the previous CSD until the end of the CSD or Summit. Different Chairs may be elected for other <b>informal groups</b> .
<b>CAN</b>	Climate Action Network
<b>CBD</b>	Convention on Biological Diversity
<b>CCD</b>	Convention to Combat Desertification
<b>CEDAW</b>	Convention for the Elimination of Discrimination Against Women
<b>CITES</b>	Convention on the International Trade of Endangered Species
<b>COP</b>	Conference of the Parties - to a Convention
<b>CPD</b>	Commission on Population and Development
<b>C Soc Dev</b>	Commission on Social Development
<b>CSD</b>	The Commission on Sustainable Development. 53 <b>Member States</b> governments make up the Commission, which meets annually (see page 2). Observer states and non-members (such as the EU) are also permitted to attend.
<b>CTE</b>	(WTO) Committee on Trade and Environment
<b>DAW</b>	Division for the Advancement of Women
<b>DESA</b>	The Department for Economic and Social Affairs is responsible for many of the UN Commissions that are dealing with reviewing

implementation of the outcomes from the Summits and Conferences of the 1990s. The Under Secretary General that heads DESA is Nitin Desai.

<b>DPI</b>	<b>U.N.</b> Department of Public Information
<b>DSD</b>	The Division for Sustainable Development. A division of the U.N. Department of Economic and Social Affairs, concerned with sustainable development issues. The DSD acts as the Secretariat for the CSD.
<b>EC</b>	European Commission
<b>ECA</b>	(UN) Economic Commission for Africa
<b>ECE</b>	(UN) Economic Commission for Europe
<b>ECLAC</b>	(UN) Economic Commission for Latin America and the Caribbean
<b>ECOSOC</b>	U.N. Economic and Social Council.
<b>EIT</b>	Countries with Economies in Transition, i.e. those in Central and Eastern Europe.
<b>ESCAP</b>	(UN) Economic and Social Commission for Asia and the Pacific.
<b>ESCWA</b>	(UN) Economic and Social Commission for Western Asia.
<b>EU</b>	The European Union, which works as a group at the CSD in addition to the actions of the European CSD member states. It has permanent observer status at the CSD. During the first six months of 2002 Spain will hold the Presidency followed by Denmark.
<b>FAO</b>	Food and Agriculture Organisation
<b>FDI</b>	Foreign Direct Investment
<b>G-77 and China</b>	The Group of 77 and China was the original group of the so-called non-aligned states. It is in effect the negotiating bloc of the negotiating countries and seeks to harmonize the negotiating positions of its 140 developing-country members. Venezuela will Chair G77 next year. Oil producing countries have chaired the last three years for G77.
<b>GA</b>	(UN) General Assembly
<b>GATT</b>	General Agreement on Tariffs and Trade
<b>GEF</b>	The Global Environment Facility. The multi-billion-dollar GEF was established by the World Bank, the UN Development Programme, and the UN Environment Programme in 1990 to fund environmental programmes, especially in the South and the EIT

<b>GPA</b>	Global Plan of Action
<b>High Level Segment</b>	The Ministerial-level part of the CSD where most significant issues are decided.
<b>IACSD</b>	Inter Agency Committee on Sustainable Development
<b>ICC</b>	International Chamber of Commerce
<b>ICFTU</b>	International Confederation of Free Trade Unions
<b>ICLEI</b>	International Council for Local Environmental Initiatives
<b>ICPD</b>	International Conference on Population and Development
<b>ICSU</b>	International Council for Science
<b>IDT</b>	International Development Target
<b>IFAP</b>	International Federation of Agriculture Producers
<b>IFF</b>	International Forum on Forests
<b>IFI</b>	International Financial Institution
<b>ILO</b>	International Labour Organization
<b>Intersessional</b>	The official between-sessions meetings of the CSD,
<b>IMF</b>	International Monetary Fund
<b>ISO</b>	International Standards Organization
<b>IULA</b>	International Union of Local Authorities
<b>JUSSCANNZ</b>	The non-EU industrialized countries meet as a group to discuss various issues; they are Japan, the US, Switzerland, Canada, Australia, Norway, and New Zealand. Iceland, Mexico, and the Republic of Korea may also attend meetings.
<b>LDC</b>	Least Developed Country
<b>MAI</b>	multi-lateral Agreement on Investment
<b>Major Groups</b>	The term used in Agenda 21 to describe nine sectors of society fundamental to achieving sustainable development. The Major Groups are: Women, Children and Youth, Indigenous People, Non-governmental Organisations, Local Authorities, Workers and Trade Unions, Business and Industry, Scientific and Technological Communities, and Farmers.



<b>MEA</b>	Multi-lateral Environmental Agreement
<b>Member State</b>	A nation that is a member of the U.N.
<b>NGLS</b>	(UN) Non Governmental Liaison Service
<b>North</b>	The current widely used term to describe developed, industrialised countries.
<b>OECD</b>	The Organisation for Economic Cooperation and Development.
<b>Plenary</b>	A meeting of the whole of the CSD or Summit preparatory meeting, where formal decisions are taken.
<b>POPs</b>	Persistent Organic Pollutants
<b>PrepCom</b>	Preparatory Committee - the name given to the meeting to negotiate for a summit
<b>Regional Groups</b>	The five regional groups meet privately to discuss issues and nominate <b>Bureau</b> members and other officials. The regional groups are Africa; Asia; Central and Eastern Europe (CEE); Latin America and the Caribbean (GRULAC); and the Western Europe and Others Group (WEOG).
<b>SDIN</b>	Sustainable Development Issues Network
<b>Side Event</b>	An open, lunchtime or evening event, (e.g. panel presentation) usually related to the issues being negotiated.
<b>SIDS</b>	Small Island Developing States, especially important in relation to the Barbados Plan of Action for SIDS.
<b>South</b>	The current widely used term to describe developing countries.
<b>Square brackets</b>	Used during negotiations to indicate that a section of text is being discussed but hasn't been agreed. See separate list.
<b>UNCED</b>	United Nations Conference on Environment and Development
<b>UNCTAD</b>	United Nations Conference on Trade and Development
<b>UNDP</b>	United Nations Development Programme.
<b>UNEP</b>	United Nations Environment Programme.
<b>UNDCSD</b>	United Nations Divisions for Sustainable Development - acts as secretariat for the CSD and World Summit in 2002
<b>UNESCO</b>	United Nations Educational Scientific and Cultural Organization
<b>UNGASS</b>	United Nations General Assembly Special session (Rio + 5)
<b>WHO</b>	World Health Organisation

<b>Working Group</b>	A sub-group of the CSD/ Summit, tasked with drafting language for the final documents.
<b>WBCSD</b>	World Business Council for Sustainable Development
<b>WSSD</b>	World Summit for Social Development
<b>WTO</b>	World Trade Organization

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## Contacts and Addresses

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### Key UN Missions

**Brazil** (Summit Bureau Member): 747 Third Avenue, 9<sup>th</sup> Floor, New York. NY 10017

Tel: (1) 212 372 2600

**Canada** (Summit Bureau Member): One Dag Hammarskjold Plaza, 885 Second Avenue, 14<sup>th</sup> Floor, New York. NY 10017

Tel: (1) 212848 1100

Web site: [www.un.int/canada](http://www.un.int/canada)

**China** (Key G77 Country): 350 East 35<sup>th</sup> Street, New York. NY 10016

Tel: (1) 212 655 6100

**Columbia** (Ex Chair of CSD): 140 East 57<sup>th</sup> Street, 5<sup>th</sup> Floor, New York. NY 10022

Tel: (1) 212 355 7776

### Czech Republic

(Summit Bureau Member): 1109 Madison Avenue, New York. NY 10028

Tel: (1) 212 535 8814

### Denmark

(President of the EU July to Dec 2002): One Dag Hammarskjold Plaza, 855 Second Avenue, New York. NY 10017

Tel: (1) 212 308 7009

Web site: [www.un.int/denmark](http://www.un.int/denmark)

**Egypt** (Summit Bureau Member): 304 East 44<sup>th</sup> Street, New York NY 10017

Tel: (1) 212 503 0300

**France** (key global player): One Dag Hammarskjold Plaza, 245 East 47<sup>th</sup> Street, 44<sup>th</sup> Floor, New York. NY 10017

Tel: (1) 212 308 5700

**Germany** (Ex Chair of CSD): 871 United Nations Plaza, New York. NY 10017

**India** (Key G77 Country): Tel: (1) 212 940 0400  
235 East 43<sup>rd</sup> Street, New York NY 10017  
Tel: (1) 212 490 9660

**Indonesia**  
(Summit Bureau Member (Chair)): 325 East 38<sup>th</sup> Street, New York. NY 10016  
Tel: (1) 212 972 8333

**Jamaica** (Summit Bureau Member): 767 Third Avenue, 9<sup>th</sup> Floor, New York. NY 10017  
Tel: (1) 212 935 7509  
Web site:[www.undp.org/missions/jamaica](http://www.undp.org/missions/jamaica)

**Japan** (Summit Bureau Member): 866 United Nations Plaza, 2<sup>nd</sup> Floor, New York. NY 10017  
Tel: (1) 212 223 4300

**Malaysia** (Ex Chair of CSD): 313 East 43<sup>rd</sup> Street, New York. NY11017  
Tel: (1) 212 986 6310

**New Zealand** (Ex Chair of CSD): One United Nations Plaza, 25<sup>th</sup> Floor, New York. NY 10017  
Tel: (1) 212 826 1960

**Nigeria** (Summit Bureau Member): 828 Second Avenue, New York NY 10017  
Tel: (1) 212 953 9130

**Norway** (Non Block Country): 825 Third Avenue, New York, NY 10022  
Tel: (1) 212 421 0280

**Pakistan** (Key G77 Country): 8 East 65<sup>th</sup> Street, New York, NY 10021  
Tel: (1) 212 879 8600

**Romania**  
(Summit Bureau Member): 573-577 Third Avenue, New York. NY 10016  
Tel: (1) 212 682 3273

**Russia** (key global player): 136 East 67<sup>th</sup> Street, New York. NY 10021  
Tel: (1) 212 861 4900

**South Africa** (Summit host): 33 East 38<sup>th</sup> Street, 9<sup>th</sup> Floor, New York NY 10016

Tel: (1) 212 213 5583

## **Spain**

(President EU until June 2002):

823 United Nations Plaza, 345 East 46<sup>th</sup>  
Street, 9<sup>th</sup> Floor, New York. NY 10017

Tel: (1) 212 661 1050

## **Sweden**

(Summit Bureau Member):

One Dag Hammarskjold Plaza, 885 Second  
Avenue, New York. NY 10017

Tel: (1) 212 583 2500

Web site: [www.un.int/sweden](http://www.un.int/sweden)

## **Switzerland**

(Non Block Country):

633 Third Avenue, 29<sup>th</sup> Floor, New York. NY  
10017

Tel: (1) 212 286 1540

## **Uganda**

(progressive African country):

336 East 45<sup>th</sup> Street, New York. NY 10017

Tel: (1) 212 949 0110

## **United Kingdom**

(key global player):

One Dag Hammarskjold Plaza, 885 Second  
Avenue, New York. NY 10017

Tel: (1) 212 745 9200

## **United States**

(key global player):

799 United Nations Plaza, New York. NY  
10017

Tel: (1) 212 415 4000

**Venezuela** (Chair of G77):

335 East 46<sup>th</sup> Street, New York. NY 10017

Tel: (1) 212 557 2055

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## UN addresses in New York

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**UN Development Programme:** 1 United Nations Plaza, New York. NY 10017

Tel: (1) 212 906 5000

Web site: [www.undp.org](http://www.undp.org)

**UN Environment Programme:** 2 United Nations Plaza, New York. NY 10017

Tel: (1) 212 963 8144

Web site: [www.unep.org](http://www.unep.org)

### **UN Centre for**

**Human Settlements (Habitat):** 2 United Nations Plaza, New York. NY 10017

Tel: (1) 212 963 5464

Web site: [www.unchs.org](http://www.unchs.org)

### **UNCTAD**

2 United Nations Plaza, New York. NY 10017

Tel: (1) 212 963 4319

### **UN Division for the**

#### **Advancement of Women**

1 United Nations Plaza, New York. NY 10017

Tel: (1) 212 963 3139 (outreach Chief: Amina Adam)

Web site: [www.un.org/esa](http://www.un.org/esa)

### **UN Division for**

#### **Social Development**

2 UN Plaza, New York. NY 10017

Tel: (1) 212 963 3175 (Focal point for NGOs, Mr Yao N'Goran)

Web site: [www.un.org/esa](http://www.un.org/esa)

### **UN Division for**

#### **Sustainable Development:**

2 UN Plaza, New York. NY 10017

Tel: (1) 212 963 8811 (Zehra Aydin Sipos; Major Groups Focal Point)

Web site: [www.un.org/esa](http://www.un.org/esa)

### **NGO Unit in DPCSD:**

**(For accreditation)**

1 U.N. Plaza, DC1-14th floor  
Tel + 1 (212) 963 8652  
Fax + 1 (212) 963 9248 or 963 4114

Hanifa Mezoui  
e-mail: [mezoui@un.org](mailto:mezoui@un.org)

**Pass Office:**

**(To collect your U.N. pass)**

NW corner of 1st Ave and 45th St (blue door)

**UN Non-Governmental**

**Liaison Service:**

1 U.N. Plaza, DC1-1106, New York. NY 10017  
Tel +1 (212) 963 3125  
Fax + 1 (212) 963 8712  
email: [ngls@un.org](mailto:ngls@un.org)  
Web site: [www.unsystem.org/ngls](http://www.unsystem.org/ngls)

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## Resources

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<b>Stakeholder Forum for Our Common Future (formerly know as UNED Forum):</b>	<a href="http://www.earthsummit2002.org">www.earthsummit2002.org</a> and <a href="http://www.unedforum.org">www.unedforum.org</a>
<b>World Summit on Sustainable Development / UN website:</b>	<a href="http://www.johannesburgsummit.org">www.johannesburgsummit.org</a>
<b>South African Government 2002:</b>	<a href="http://www.joburgsummit2002.com">www.joburgsummit2002.com</a>
<b>European Union:</b>	<a href="http://www.europa.eu.int">www.europa.eu.int</a>
<b>Group of 77:</b>	<a href="http://www.g77.org">www.g77.org</a>
<b>Organization for Economic Cooperation and Development:</b>	<a href="http://www.oecd.org">www.oecd.org</a>
<b>UN Sustainable Development Site</b>	<a href="http://www.un.org/esa/sustdev">www.un.org/esa/sustdev</a>
<b>IISD Linkages</b> (incl. Earth Negotiations Bulletin)	<a href="http://www.mbnet.mb.ca/linkages">www.mbnet.mb.ca/linkages</a>
<b>UN Daily Journal</b>	<a href="http://www.un.org/docs/journal">www.un.org/docs/journal</a>
<b>NGO Link</b> (lists UNHQ events)	<a href="http://www.ngos.net/events/upcoming">www.ngos.net/events/upcoming</a>
<b>The Heinrich Boell Foundation:</b>	<a href="http://www.worldsummit2002.org">www.worldsummit2002.org</a>
<b>Soth African Civil Society Secretariat:</b>	<a href="http://www.worldsummit.org.za">www.worldsummit.org.za</a>



## Annex 1

### Agreements, Charters, Conventions, Declarations, Protocols and Treaties,

These have been taken from the UN web site <http://untreaty.un.org/english/guide.asp> to ensure their accuracy.

#### Agreements

The term “agreement” can have a generic and a specific meaning. It also has acquired a special meaning in the law of regional economic integration.

- (a) Agreement as a generic term: The 1969 Vienna Convention on the Law of Treaties employs the term “international agreement” in its broadest sense. On the one hand, it defines treaties as “international agreements” with certain characteristics. On the other hand, it employs the term “international agreements” for instruments, which do not meet its definition of “treaty”. Its Art.3 refers also to “international agreements not in written form”. Although such oral agreements may be rare, they can have the same binding force as treaties, depending on the intention of the parties. An example of an oral agreement might be a promise made by the Minister of Foreign Affairs of one State to his counterpart of another State. The term “international agreement” in its generic sense consequently embraces the widest range of international instruments.
- (b) Agreement as a particular term: “Agreements” are usually less formal and deal with a narrower range of subject matter than “treaties”. There is a general tendency to apply the term “agreement” to bilateral or restricted multilateral treaties. It is employed especially for instruments of a technical or administrative character, which are signed by the representatives of government departments, but are not subject to ratification. Typical agreements deal with matters of economic, cultural, scientific and technical cooperation. Agreements also frequently deal with financial matters, such as avoidance of double taxation, investment guarantees or financial assistance. The UN and other international organisations regularly conclude agreements with the host country to an international conference or to a session of a representative organ of the Organisation. Especially in international economic law, the term “agreement” is also used as a title for broad multilateral agreements (e.g. the commodity agreements). The use of the term “agreement” slowly developed in the first decades of this century. Nowadays by far the majority of international instruments are designated as agreements.
- (c) Agreements in regional integration schemes: Regional integration schemes are based on general framework treaties with constitutional character. International instruments that amend this framework at a later stage (e.g. accessions, revisions) are also designated as “treaties”. Instruments that are concluded within the framework of the constitutional treaty or by the organs of the regional organisation are usually referred to as “agreements”, in order to distinguish them from the constitutional treaty. For example, whereas the Treaty of Rome of 1957 serves as a quasi-constitution of the European Community, treaties concluded by the EC with other nations are usually designated as

agreements. Also, the Treaty of Montevideo of 1980 established the Latin American Integration Association (LAIA), but the subregional instruments entered into under its framework are called agreements.

## **Charters**

The term “charter” is used for particularly formal and solemn instruments, such as the constituent treaty of an international organisation. The term itself has an emotive content that goes back to the Magna Carta of 1215. Well-known recent examples are the Charter of the United Nations of 1945 and the Charter of the Organisation of American States of 1952.

## **Conventions**

The term “convention” again can have both a generic and a specific meaning.

- (a) Convention as a generic term: Art.38 (1) (a) of the Statute of the International Court of Justice refers to “international conventions, whether general or particular” as a source of law, apart from international customary rules and general principles of international law and – as a secondary source – judicial decisions and the teachings of the most highly qualified publicists. This generic use of the term “convention” embraces all international agreements, in the same way as does the generic term “treaty”. Black letter law is also regularly referred to as “conventional law”, in order to distinguish it from the other sources of international law, such as customary law or the general principles of international law. The generic term “convention” thus is synonymous with the generic term “treaty”.
- (b) Convention as a specific term: Whereas in the last century the term “convention” was regularly employed for bilateral agreements, it now is generally used for formal multilateral treaties with a broad number of parties. Conventions are normally open for participation by the international community as a whole, or by a large number of states. Usually the instruments negotiated under the auspices of an international organisation are entitled conventions (e.g. Convention on Biological Diversity of 1992, United Nations Convention on the Law of the Sea of 1982, Vienna Convention on the Law of Treaties of 1969). The same holds true for instruments adopted by an organ of an international organisation (e.g. the 1951 ILO Convention concerning Equal Remuneration for Men and Women Workers for Work of Equal Value, adopted by the International Labour Conference or the 1989 Convention on the Rights of the Child, adopted by the General Assembly of the UN).

## **Declarations**

The term “declaration” is used for various international instruments. However, declarations are not always legally binding. The term is often deliberately chosen to indicate that the parties do not intend to create binding obligations but merely want to declare certain aspirations. An example is the 1992 Rio Declaration. Declarations can however also be treaties in the generic sense intended to be binding at international law. It is therefore necessary to establish in

each individual case whether the parties intended to create binding obligations. Ascertaining the intention of the parties can often be a difficult task. Some instruments entitled “declarations” were not originally intended to have binding force, but their provisions may have reflected customary international law or may have gained binding character as customary law at a later stage. Such was the case with the 1948 Universal Declaration of Human Rights.

## **Protocols**

The term “protocol” is used for agreements less formal than those entitled “treaty” or “convention”. The term could be used to cover the following kinds of instruments:

- (a) A Protocol of Signature is an instrument subsidiary to a treaty, and drawn up by the same parties. Such a Protocol deals with ancillary matters such as the interpretation of particular clauses of the treaty, those formal clauses not inserted in the treaty, or the regulation of technical matters. Ratification of the treaty will normally ipso facto involve ratification of such a Protocol.
- (b) An Optional Protocol to a Treaty is an instrument that establishes additional rights and obligations to a treaty. It is usually adopted on the same day, but is of independent character and subject to independent ratification. Such protocols enable certain parties of the treaty to establish among themselves a framework of obligations that reach further than the general treaty and to which not all parties of the general treaty consent, creating a “two-tier system”. The Optional Protocols to the International Covenant on Civil and Political Rights of 1966 are well-known examples.
- (c) A Protocol based on a Framework Treaty is an instrument with specific substantive obligations that implements the general objectives of a previous framework or umbrella convention. Such protocols ensure a more simplified and accelerated treaty-making process and have been used particularly in the field of international environmental law. An example is the 1987 Montreal Protocol on Substances that Deplete the Ozone Layer adopted on the basis of Arts.2 and 8 of the 1985 Vienna Convention for the Protection of the Ozone Layer.
- (d) A Protocol to amend is an instrument that contains provisions that amend one or various former treaties, such as the Protocol of 1946 amending the Agreements, Conventions and Protocols on Narcotic Drugs.
- (e) A Protocol as a supplementary treaty is an instrument that contains supplementary provisions to a previous treaty, e.g. the 1967 Protocol relating to the Status of Refugees to the 1951 Convention relating to the Status of Refugees.
- (f) A Process-Verbal is an instrument that contains a record of certain understandings arrived at by the contracting parties.

## **Treaties**

The term “treaty” can be used as a common generic term or as a particular term that indicates an instrument with certain characteristics.

- (a) Treaty as a generic term: The term “treaty” has regularly been used as a generic term embracing all instruments binding in international law concluded between international entities, regardless of their formal designation. Both the 1969 Vienna Convention and the 1986 Vienna Convention confirm this generic use of the term “treaty”. The 1969 Vienna Convention defines a treaty as “an international agreement concluded between States in written form and governed by international law, whether embodied in a single instrument or in two or more related instruments and whatever its particular designation”. The 1986 Vienna Convention extends the definition of treaties to include international agreements involving international organisations as parties. In order to speak of a “treaty” in the generic sense, an instrument has to meet various criteria. First of all, it has to be a binding instrument, which means that the contracting parties intended to create legal rights and duties. Secondly, the instrument must be concluded by states or international organisations with treaty-making power. Thirdly, it has to be governed by international law. Finally the engagement has to be in writing. Even before the 1969 Vienna Convention on the Law of Treaties, the word “treaty” in its generic sense had been generally reserved for engagements concluded in written form.
  
- (b) Treaty as a specific term: There are no consistent rules when state practice employs the terms “treaty” as a title for an international instrument. Usually the term “treaty” is reserved for matters of some gravity that require more solemn agreements. Their signatures are usually sealed and they normally require ratification. Typical examples of international instruments designated as “treaties” are Peace Treaties, Border Treaties, Delimitation Treaties, Extradition Treaties and Treaties of Friendship, Commerce and Cooperation. The use of the term “treaty” for international instruments has considerably declined in recent decades in favour of other terms.

## **Annex 2**

### **Visions for the Summit**

This was published in October issue of Network 2002

Derek Osborn & Hespina Rukato(\*) - Stakeholder Forum (UNED Forum) Co-chairs

The Challenges that face the world at the beginning of the twenty first century are immense. How we build and retain our community within an increasingly globalised world could be one of the defining questions in our attempt to create a sustainable planet. If globalisation is increasing the number of people who do not have access to fulfilling their basic needs, then it must be changed. If its impact on the sustainability of the planet is negative, then it must be changed.

As we approach the January preparatory meeting for the Summit it is becoming clearer that the issues that need addressing in a globalising world are both sectoral and cross-sectoral. UNED have suggested these might be best grouped as a set of sectoral issues such as health/HIV-AIDS, food security, energy, freshwater, oceans and seas with the cross sectoral issues such as social inclusion and poverty eradication, consumption and production, finance, technical cooperation, capacity building, gender and governance addressed in each.

If we are to address poverty then we not only need to address the component parts but also offer people work. The creation of a fairer trading system is the only way that ultimately most people can move out of poverty.

The past 10 years have given us a series of international targets on environment and development, such as:

- Education - by 2015 all children complete a full course of primary education;
- Environment - to reverse the loss of environmental resources by 2015;
- Health - to reduce infant mortality by 66% and maternal mortality by 75% by 2015;
- HIV/AIDS - to halt and begin to reverse the spread of HIV/AIDS by 2015;
- Poverty - to halve, by 2015 the proportion of people globally whose income is less than US\$ per day;
- Sustainable Development - NSSD's completed by 2002, implemented by 2005;
- Water - to halve, by 2015 the proportion of people who do not have access to safe drinking water.

The Summit should help to set in motion the work programmes to enable the targets to be realised. In many cases this should include setting incremental targets for 2005 and 2010.

The international systems of governance that we have in the area of sustainable development are completely inadequate to the challenge facing us. UNEP have initiated an important/crucial discussion on the future of environmental governance. Out of this discussion we could see: Clustering of conventions; addressing fragmentation of environmental governance systems; compliance; and involving stakeholders.

The recognition that there is an increased role for stakeholders in implementing the global agreements requires the international community to start setting up proper norms for their engagement across the system. UNED Forum have developed a set of principals for stakeholder participation. A consistent predictable framework of partnership with stakeholders will be crucial to deliver sustainable development agreements.

Finally we need, by Johannesburg, to have ratified the relevant stages of the six Rio Conventions. These are:

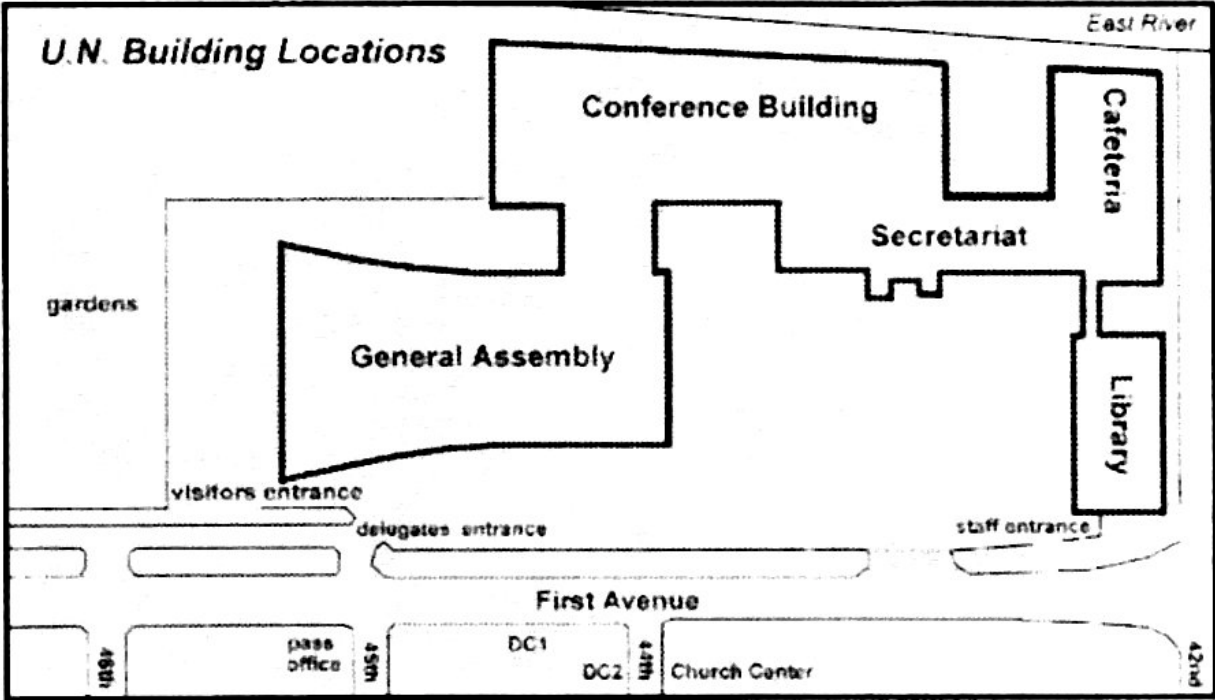
- The Cartagena Bio-safety Protocol;
- The Kyoto Climate Change Protocol;
- The Convention on Straddling and Highly Migratory Fish Stocks;
- The Stockholm Convention on Persistent Organic Pollutants;.
- The Rotterdam Convention on Prior Informed Consent;
- The Convention to Combat Desertification (requires funds)

Earth Summit 2002 should be seen as a landmark event, but we should also be thinking about where we hope to be in 2003,4,5,6 and beyond. 2002 needs to be seen as the starting block to set all this in motion.

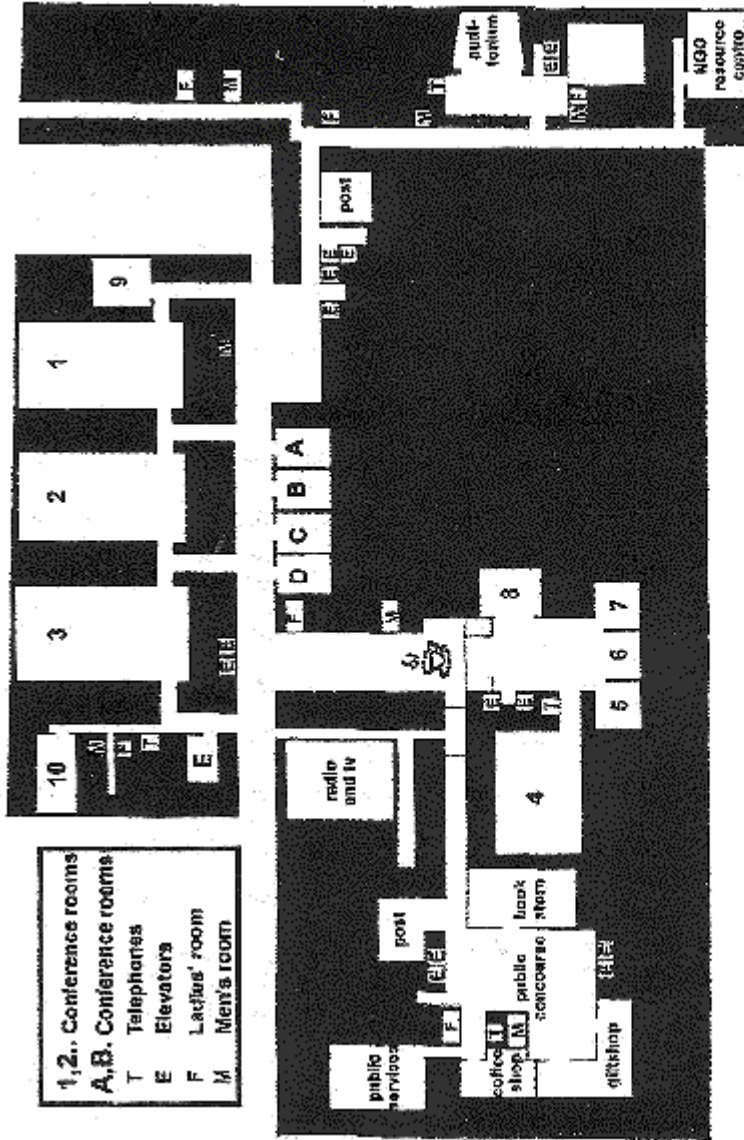
\* In November 2001 Hespina Rukato joined the South African Government to work on the World Summit and stood down as C-Chair of Stakeholder Forum for our Common Future. We wish her well in her new position.

Annex 2 Map of UN Buildings

# MAP



### Annex 3 Map of the Basement rooms in the UN





**Annex 2 List of Key Countries to use for lobbying**

	<b>Name of Delegate</b>	<b>In favour or against</b>
<b>Brazil</b> (Summit Bureau Member):		
<b>Canada</b> (Summit Bureau Member)		
<b>China</b> (Key G77 Country):		
<b>Columbia</b> (Ex Chair of CSD):		
<b>Czech Republic</b> (Summit Bureau Member):		
<b>Denmark</b> (President of the EU July to Dec 2002):		
<b>Egypt</b> (Summit Bureau Member):		
<b>France</b> (key global player):		
<b>Germany</b> (Ex Chair of CSD):		
<b>India</b> (Key G77 Country):		
<b>Indonesia</b> (Summit Bureau Member (Chair)):		
<b>Jamaica</b> (Summit Bureau Member):		

<b>Japan</b> (Summit Bureau Member):		
<b>Malaysia</b> (Ex Chair of CSD):		
<b>New Zealand</b> (Ex Chair of CSD):		
<b>Nigeria</b> (Summit Bureau Member):		
<b>Norway</b> (Non Block Country):		
<b>Pakistan</b> (Key G77 Country):		
<b>Romania</b> (Summit Bureau Member):		
<b>Russia</b> (key global player):		
<b>South Africa</b> (Summit host):		
<b>Spain</b> (President EU until June 2002):		
<b>Sweden</b> (Summit Bureau Member):		
<b>Switzerland</b> (Non Block Country):		
<b>Uganda</b> (progressive African		




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