

Guide for major group and other stakeholders participation

Sixth Asia-Pacific Forum on Sustainable Development

27-29 March 2019, United Nations Conference Centre, Bangkok, Thailand

The sixth Asia-Pacific Forum on Sustainable Development 2019 (APFSD 2019) will be convened by the Economic and Social Commission for Asia and the Pacific (ESCAP) on 27-29 March 2019 in Bangkok, Thailand. It is a regional preparatory meeting for the High-level Political Forum on Sustainable Development (HLPF), pursuant to United Nations General Assembly Resolution 67/290, and it will be preceded by the Asia-Pacific People's Forum on Sustainable Development on 24-26 March 2019 in Bangkok.

The APFSD 2019 will engage member States, United Nations and other institutions, and major groups and other stakeholders in dialogue on (1) Regional perspectives on the implementation, follow-up and review of the 2030 Agenda for Sustainable Development, including in-depth review of the theme and cluster of goals; and; and (2) Strengthening implementation of the 2030 Agenda for Sustainable Development in the Asia-Pacific, including the assessment of the progress of the regional road map for implementing the 2030 Agenda in Asia and the Pacific.

Major group and other stakeholders participation in the APFSD will benefit from the deliberations at the Asia-Pacific People's Forum for Sustainable Development on 24-26 March 2019, organized by civil society (Asia-Pacific Regional CSO Engagement Mechanism (AP-RCEM), the Asia-Pacific Research Network and the Thailand HLPF Alliance, in collaboration with the ESCAP, as well as a youth forum and a meeting of the ESCAP Sustainable Business Network.

Accreditation

Priority in providing APFSD 2019 accreditation to major groups¹ and other stakeholders to the meetings is determined based on the following criteria:

- Demonstrated expertise in sustainable development, in particular the relevant cluster of goal for this year's HLPF;
- Demonstrated experience in engaging in the process of the 2030 Agenda and SDG at national, regional and/or global level;
- Engagement with current national SDG accountability processes and representation of countries that will conduct Voluntary National Review this year;
- Representation and leadership in grassroots and marginalized sector;

¹ Resolution 67/290 adopted by the UN General Assembly in July 2013 on the "Format and organizational aspects of the high-level political forum on sustainable development" invites the participation of the nine major groups of stakeholders into the formal structure of the UN Commission on Sustainable Development. The nine major groups are: Women; Children and Youth; Indigenous People; Non-Governmental Organizations; Local Authorities; Workers and Trade Unions; Business and Industry; Scientific and Technological Community; and Farmers.

- ECOSOC and other UN accreditation;
- Participation in the Asia-Pacific People's Forum on Sustainable Development; and
- The need to ensure balance in relation to thematic and geographic representation, scope of mandate, and gender.

A Selection Committee of the major groups and other stakeholders nominated through the Asia-Pacific Regional Civil Society Engagement Mechanism and the secretariat has reviewed each application to participate in the APFSD and the People's Forum to identify the participants to both meetings.

The secretariat reserves the right to revoke accreditation at any point. Applicants are advised to ensure that confirmation of acceptance has been received before making travel arrangements.

Registration for the APFSD

All major groups and other stakeholder participants in the APFSD (aside from business and industry) have been asked to register online to ensure that they are able to collect their badges for the APFSD at the People's. Photo ID is required to collect the badges. Documentation and logistics information can be accessed at <https://www.unescap.org/apfsd/6/about.html>

Basis for participation

Participation of major groups and other stakeholders is based on the provisions of United Nations General Assembly Resolution 67/290 on the format and organizational arrangements for the High-level political forum on sustainable development, which stipulate that the representatives of the major groups and other relevant stakeholders shall be allowed:

- (a) To attend all official meetings of the forum;
- (b) To have access to all official information and documents;
- (c) To intervene in official meetings;
- (d) To submit documents and present written and oral contributions;
- (e) To make recommendations;
- (f) To organize side events and round tables, in cooperation with Member States and the Secretariat.²

² A/RES/67/290 Para. 15

Coordination

Effective participation will require effective coordination among representatives of major groups and other stakeholders. The Asia-Pacific Regional Civil Society Engagement Mechanism (AP-RCEM) will facilitate coordination for non-private sector stakeholders. Business representation will normally be coordinated through the ESCAP Sustainable Business Network.

- **The facilitator** of each major and other stakeholder group will be responsible for:
 - Coordinating all formal inputs to the process
 - Liaison with the Secretariat
 - Coordinating formal statements (working with other groups as appropriate)
- **Representatives** of the major groups and other stakeholders may be identified to deliver formal statements and to speak on behalf of the group as needed.
- The designation of any major group or other stakeholder representative or facilitator will not have any bearing on other processes or events.

Briefing session

A briefing session will be conducted for participants from the major groups and other stakeholders on **27 March 2019 at 8:00am at Conference Room 2 on the second floor of United Nations conference Centre**. Participation is encouraged for all participants.

Key entry points for major groups and other stakeholders

The key entry points for major groups and other stakeholders at APFSD 2019 are shown in the Annex

a) Formal interventions

After panelists/presenters/discussants have spoken, delegates, including major group organizations, will be invited to address the meeting.

Statements and commentary may be delivered from the seats designated for major groups and other stakeholders.

Those **requesting a speaking slot must fill a form provided by the meeting officer and return it in a timely way**. Statements should be delivered on a collective basis (either focusing on a limited number of specific themes, or one per major/stakeholder group).

The **time limit of 3 minutes** should be strictly observed unless otherwise advised by the chair. Questions and other responses can be delivered on an individual basis, but due to the limited time available, coordination of statements is advisable.

Questions and other responses should be concise and directly relevant to the discussion, as strict time control will be exercised by the Chair. As requested of all speakers in the formal session, written texts should be provided to the meeting officer as early as possible to support simultaneous interpretation.

b) Review of the report and Chairs' Summary

The report and Chair's summary will be circulated in the afternoon of 29 March. A review of the Chairs' summary will take place in the last session that day. Major groups and other stakeholders may be invited to comment, subject to the availability of time and the discretion of the Chair.

Access to the meeting and seating

All sessions of the APFSD 2019 are open to accredited and registered participants unless otherwise specifically noted.

Seating for major groups and other stakeholders will be indicated in the plenary hall. One seat with microphone access will be allocated per major group with additional seating with microphones for other stakeholders. The chairs must be occupied by representatives and/or facilitators designated by the group and may be occupied by rotation if desired and as agreed among the group members. Others will find seating in the general area designated for major groups and other stakeholders.

Accessibility support

Accessibility support will be provided based on the assessment of participant needs during the registration process. If you have not yet signaled your needs, please be in touch with the secretariat.

Meeting room facilities

One room will be provided for use by civil society organizations for informal meetings (**Normally Conference Room 2 on the second floor of UNCC**). No printing or reproduction facilities will be made available.

Submitting and circulating documentation:

No documents should be circulated in the meeting room without prior permission of the secretariat.

Documents or publicity materials intended for meeting participants can be left at the counter provided for this purpose at the Pavilion of Partnerships.

Contact information

For further information on major group participation in the APFSD, please contact:

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Annex

Entry points for civil society interventions at APFSD 2019

Sessions	Time	Pre-identified speaker ³	Formal statements consolidated/ individual
Wednesday 27 March			
<u>Agenda item 1</u> Opening session	9:00-9:35	✓	-
<u>Agenda item 2</u> Session 1. Panel on "Empowering people for a more inclusive and equal Asia-Pacific"	10:15- 12:00	✓	✓
Session 2 Progress on the Implementation of SDG17	13:30- 15:00	✓	✓
Session 3 Parallel Roundtables for In-depth Review of SDG 4, 8, 10, 13, and 16	15:00- 18:00	✓	(informal discussion)
Thursday 28 March			
<u>Agenda item 3</u> Session 4 Voluntary National Reviews	9:00- 12:00	✓	✓
Session 5 Where are we on the road map?	14:00- 15:30	✓	✓
Session 6 Regional to global	15:30- 16:50	-	✓
Friday 29 March			
Side events	Morning	✓	(informal discussion)
<u>Agenda item 5-6</u> Review and adoption of the draft report of the Forum, including the Chair's summary	15:00- 16:00	-	✓
Closing	16:00- 16:30	-	-

³ Identified through a call for speakers prior to the meeting (closed).