

# **STOCKHOLM +50 MEETING: GUIDELINES FOR NATIONAL STAKEHOLDER CONSULTATIONS**

**“A healthy planet for the prosperity of all –  
our responsibility, our opportunity”**





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# Introduction

## *Stockholm+50*

The UN General Assembly has agreed through two Resolutions to convene an international meeting entitled “Stockholm+50: a healthy planet for the prosperity of all – our responsibility, our opportunity”, in Stockholm on 2 and 3 June 2022, during the week of World Environment Day. The meeting will commemorate the 50 years since the convening of the UN Conference on the Human Environment. It is also designed to help accelerate the implementation of the Sustainable Development Goals during the Decade of Action including through a sustainable recovery from the COVID-19 pandemic. The Resolutions are attached as annex and available here: [undocs.org/en/A/RES/75/280](https://undocs.org/en/A/RES/75/280) and [undocs.org/en/A/RES/75/326](https://undocs.org/en/A/RES/75/326).

The Government of Sweden will host the meeting with the support of the Government of Kenya. The meeting will mutually reinforce the commemoration of the fiftieth anniversary of the creation of the UN Environment Programme, UNEP@50. The Secretary-General has appointed the Executive Director of the UN Environment Programme as the Secretary-General of the international meeting.

The international meeting and its preparation will provide for the effective participation of all States Members of the United Nations and UN specialized agencies and parties to the multilateral environment agreements with participation encouraged at the highest possible level.

The international meeting will comprise an opening segment including a commemorative moment dedicated to the United Nations Conference on the Human Environment held in Stockholm in 1972, as well as four plenary meetings, three leadership dialogues, and a closing segment.

The leadership dialogues will be designed to be collaborative and multi-stakeholder with a focus on recommendations that contribute to the environmental dimension of sustainable development to accelerate the implementation of commitments in the context of the decade of action and delivery for sustainable development, including a sustainable recovery from the COVID-19 pandemic. They will address the following themes:

**Leadership dialogue 1:** Reflecting on the urgent need for actions to achieve a healthy planet and prosperity of all;

**Leadership dialogue 2:** Achieving a sustainable and inclusive recovery from the coronavirus disease (COVID-19) pandemic; and

**Leadership dialogue 3:** Accelerating the implementation of the environmental dimension of sustainable development in the context of the decade of action and delivery for sustainable development.

Each leadership dialogue will be presided over by two Co-Chairs, one from a developing country and one from a developed country, to be appointed by the two Presidents of the international meeting. Participants will share experiences and initiatives to protect our planet and contribute to sustainable development, including a sustainable, resilient and inclusive recovery from COVID-19.

All relevant major stakeholder groups, including women, youth, older persons, persons with disabilities, indigenous peoples and local communities, as well as other representatives from civil society and the private sector are encouraged to contribute to the discussions of the international meeting and its preparation including through a range of consultations at global, regional, and national levels.

Regional multistakeholder consultations will be facilitated by UNEP and the GO4SDGs initiative in cooperation with Major Groups and other stakeholders. The regional consultations will be linked and coordinated with the national consultations. More information on these regional consultations is [available here](#).

### ***Objectives of the National Consultations and role of UNDP***

The objective of the national consultations is to stimulate an inclusive whole-of-society and whole-of-government dialogue on the main themes of Stockholm+50 as they relate to each national context. The consultations will provide in-person and virtual platforms for ideas, insights, and innovation that:

- Build a shared global vision on how to achieve a healthy planet and prosperity for all while accelerating progress on the Sustainable Development Goals and Multilateral Environment Agreements through an inclusive green recovery;

- Offer clear recommendations for governments, civil society and private sector on priority actions that can advance national and sectoral policies that address climate change and leverage nature-based solutions. This can build on and inform Nationally Determined Contributions (NDCs), National Biodiversity Strategies and Action Plans (NBSAPs), green economy/green recovery, and SDG frameworks;
- Amplify the voices of the poor, youth, women, indigenous groups, local communities, and other marginalized groups; and
- Influence national and global debates that consider the views of all stakeholders.

### **The role of UNDP and UN Country Teams at the Country level**

UNDP has been asked to facilitate national consultations using resources provided by the Government of Sweden and leveraging existing in-country programming and partnerships including through its support to Nationally Determined Contributions processes (e.g., UNDP's Climate Promise) and broader work on Nature, Climate, Energy, and other integrated SDG themes.

The criteria for selecting countries to receive UNDP support include representation across several dimensions: regional, country typology, and different types of development challenges and opportunities. Other important considerations have included country demand / ownership, strategic importance to multilateral processes, and funding partner preference. This includes countries who endorsed the two UN Resolutions on Stockholm+50. As noted above, countries which have the foundation of a broad-based consultation infrastructure already in place through the Climate Promise or similar initiatives have also been considered.

UNDP will work closely with UNEP and all members of UN Country Teams (UNCT) who have extensive experience in convening different development stakeholders and providing relevant knowledge to identify development challenges, opportunities, and solutions with a bottom-up approach rationale.

UNCTs, under the leadership and guidance of the UN Resident Coordinator (UNRC), are well placed to support the national consultations as institutional resources and country context allow. The participation and inputs of all UNCT members are welcomed and encouraged in line with the objectives of Stockholm+50 and UN Resolutions defining its scope and role of the UN system.

### ***About These Guidelines for National Stakeholder Consultations***

The following Guidelines provide recommendations on how to promote inclusive consultations with government representatives, NGOs, civil society, community-based organizations, indigenous peoples, women's and social movements, youth and children, and private sector, among others. These include in-person and virtual consultations using UNDP's community engagement platform, SparkBlue.

The in-person and virtual consultations are designed to help national stakeholders to formulate their own, context-appropriate, consultation processes to inform the Stockholm+50 preparations and national debates.

These Guidelines are not intended to be an exhaustive and prescriptive rulebook, but rather an instructive text with useful tools and considerations that can be adapted to local conditions and realities. Given the unique opportunities and challenges including the COVID-19 pandemic, a wide range of partnerships with national and sub-national stakeholder networks of civil society, bilateral partners, universities, think tanks, the private sector and public institutions are needed.

These Guidelines provide information on: 1) available technical resources and timeline; 2) inclusive and accountable process; 3) the content; and 4) deliverables expected at the end of the consultations. The Annex provides more detailed advice on who to target for engagement, as well as the facilitation of meetings and communications with key groups. These include resources, checklists, ToR, and reporting templates.

The consultations will run from January to May 2022. By June 2022, the results of the national consultations are expected to have been recorded and will feed into a global report to inform the Stockholm+50 discussions and its follow-up.

These Guidelines are designed to assist, streamline, and maximize the impact of the consultation process that will be led and managed at the country level. Country contexts vary considerably, including relations between the UN and government and between state and non-state actors. These guidelines help to identify context-appropriate inclusive consultation processes, leading to sustained platforms for national dialogues. The consultations can provide an anchor for deeper and broader participatory processes led by all stakeholders.

# I. Resources and Timeline

## **What resources are available to support National Consultations?**

As noted above the United Nations Development Programme (UNDP) has been asked to facilitate national consultations drawing on financial and technical support for this process provided by the Government of Sweden.

Budget requirements and budget items for each national consultation will naturally vary from context to context. They could include costs for:

- venues;
- interpretation in key languages spoken in the country;
- national coordinators, facilitators, and rapporteurs;
- preparatory research and data mapping including links to NDCs, NAPS, NBSAPs, Green Economy/Green Recovery, SDGs, INFFS, and other national and sectoral policy frameworks;
- design of consultation agenda and coordination among stakeholders;
- use of UNDP's digital SparkBlue platform for host online consultations;
- when possible, accessibility of consultation venue and information including for people with disabilities, young people, and people living in remote areas;
- communications;
- documentation and reporting (e.g., video, audio, photo); and
- post-Stockholm+50 follow-up.

## ***What is the timeline of national consultations for Stockholm+50?***

As outlined above, the objective of the national consultations is to:

- stimulate inclusive debates on Stockholm+50 Leadership Dialogue themes;
- build a shared global vision on how to achieve a healthy planet and prosperity and accelerate progress on the Sustainable Development Goals and Multilateral Environment Agreements through an inclusive green recovery;
- offer clear recommendations for governments, civil society and private sector that advance national and sectoral policies that integrate climate concerns and



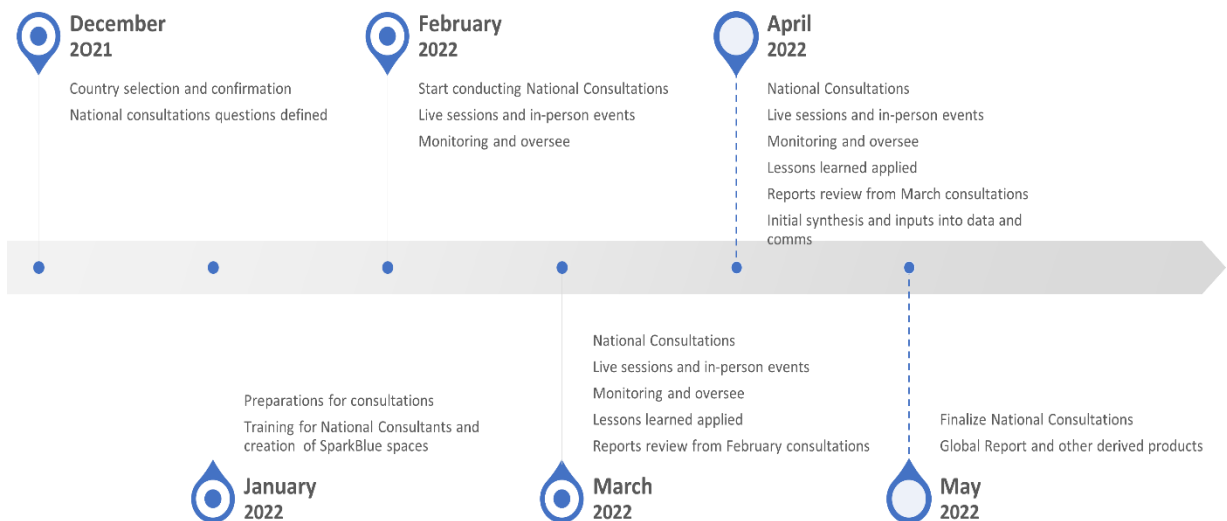
nature-based solutions including through NDCs, NBSAPS, Green Economy/Green Recovery and SDG frameworks;

- amplify the voices of the poor and other marginalized groups; and
- influence local and global debates that consider the perspectives of all stakeholders.

UNDP will help facilitate national consultations in countries where there is country demand and sufficient resources through June 2022. This support will cover the following stages:

- **initial planning and coordination** to define the consultation structure (i.e., number of in-person/online live consultations), and to identify speakers/facilitators, participants, and prepare the consultation agenda, data and communications strategy;
- **launch of national consultation** including save-the-date, invitations, sharing of background information including on NDCs and other relevant policy frameworks, and population of SparkBlue virtual consultation space;
- **main in-person/live/streamed consultations** over 1-3 day period or longer;
- **ongoing post-consultation online discussion** on SparkBlue virtual platform;
- **documentation and reporting** back on results of consultations;
- ongoing **communications**; and
- **post-Stockholm+50 follow-up**.

### National Consultation Key Steps and Timeline



## II. Inclusive, Accountable Process

Facilitating inclusive national Stockholm +50 consultations on “A healthy planet for the prosperity of all – our responsibility, our opportunity” is an ambitious undertaking. Its success, especially the credibility of the results it generates, will depend greatly on the transparency of the process. This includes the identification of stakeholders to be engaged, as well as on how to turn people’s messages into policy relevant recommendations.

For this reason, participating countries are encouraged to prepare a national consultation workplan including identification of partners and stakeholders that will be engaged. The specific objectives of the consultation plan are to: 1) ensure the greatest involvement of all stakeholders following a whole-society whole-government approach; and 2) identify and plan to mitigate technical challenges and support needs for meaningful engagement.

### **Process Principles: Inclusion and Accountability**

As outlined above, the objective of the national consultations is to stimulate an inclusive, bottom-up whole-of-society and whole-of-government debate on Stockholm+50 themes and national and sector policy frameworks. While what this will require in practice depends on country context, it is critical that the consultations adhere to key process principles that ensure consistency, legitimacy, and ownership. These process principles are:

***INCLUSION:*** efforts should be made to open the consultations to all stakeholders in the country who will be affected by the Stockholm+50 themes, with particular focus on effectively involving those who are commonly underrepresented or marginalized in decision-making processes.

***ACCOUNTABILITY:*** efforts should also be made to ensure that people who participate in the consultations have access to relevant information and can provide feedback and influence the results and the process of the consultations.

**The following suggestions help to ensure the inclusiveness and accountability of the consultations.**

The quality of the consultations will depend largely on credible representation of all stakeholder groups, especially those often marginalized from conventional processes. Criteria for identifying stakeholder representatives include: credibility; competence and knowledge of development issues; institutional capacity; representation of a marginalized community or group; membership-based organizations representative of constituencies involved in integrated social, economic and environmental issues; accountability to the group represented; gender and generational balance; and urban or rural location.

Who will participate in the activities? The participants will vary as per the format of the consultations, the geographic scope, budget and timing of the process.

The main groups to consider involving in obtaining input to the Stockholm+50 process could include:

- UN accredited and non-accredited major stakeholder groups, whereby individuals are represented by organizations, including NGOs, community-based organizations, universities and research institutions, private sector entities, interest groups (trade unions, employers' organizations, advocacy groups, coalitions etc.);
- experts on particular issues;
- semi-governmental actors such as a national human rights institution or ombudsman;
- political decision makers, including government authorities, and parliamentarians;
- private sector entities, including small businesses and local entrepreneurs.

It may be useful to do a mapping both for the national and subnational levels. The Annex offers more detailed guidance on stakeholder engagement.

### **Leveraging Partnerships**

For these Guidelines, partners are defined as actors that can facilitate the process of the consultations by providing technical or financial support, as opposed to stakeholders who are understood to be participants of the consultations.

To facilitate the national consultations, subject to opportunities and challenges on the ground and in coordination with governments where appropriate, it is recommended to consider partners active nationally and sub-nationally, and draw on their expertise, outreach mechanisms and stakeholder networks.

These include:

- universities (national or regional academic institutions) and think tanks; donors (bilateral, multilateral, foundations etc);
- international and national civil society organizations (CSOs), and national human rights institutions others CS) networks and coalitions operating in the country);
- other UN agencies;
- Embassies and Missions;
- private sector entities; and
- national and subnational government associations.

### **Increasing participation through SparkBlue virtual platform**

SparkBlue is a digital platform designed for online engagement and collaboration with all stakeholder groups and at all levels across the international development landscape. It is a space for policy makers, development practitioners and advocates from the public, private, and civil society sectors to think out loud, learn from each other, connect, collaborate, and co-create.

An online SparkBlue page will be created for each national consultation. Each country page is intended to be a one-stop-shop for the national consultation, and will include the following types of information and features:

- background information on Stockholm+50
- country-specific relevant data and information
- information on each national consultation(s): concept note, agenda, speakers/facilitators
- livestreamed and recorded plenary-style consultations
- post-consultation question and discussion fora
- consultation summaries/report(s)
- media coverage
- translation options in over 100 languages.

More detailed information on the SparkBlue platform is available in the Annex.

# III. Content

The objective of the national consultations is to stimulate an inclusive, bottom-up debate on Stockholm+50 themes relevant to each national context. The idea is to facilitate a consultation process which is based on people's experiences and ideas for "A Healthy Planet for the Prosperity of All".<sup>1</sup> To this end, the guiding questions provided below should allow for discussions on a wide range of topics relevant to the main Leadership dialogues and to national and sectoral policies adapted to each country context.

To stimulate a meaningful debate at different levels and with a range of stakeholders, the guiding questions may need to be adapted to the local context and different target audiences. It may be necessary to align the questions with a concept of development that is particularly relevant in the country, and with the human rights, environmental and labour rights treaty obligations to which that government has committed itself.

While adapting to local needs is an important approach, it is also important that the questions remain consistent so that results within and across countries can be compared and aggregated and presented in a credible and powerful way in the intergovernmental process.

The following guiding questions are aligned to each of the three main Leadership Dialogues planned for the Stockholm+50 meeting and should be integrated into the overall consultation agenda and report.

## **LD1: Reflecting on the urgent need for actions to achieve a healthy planet and prosperity of all**

- 1) How can we restore and regenerate a positive relationship with nature? List 2 or 3 good practices and pathways that you would like to see scaled up to enable a move to a healthy planet?
- 2) What are the actions that you (your group) would take to scale up the change towards a healthy planet? What policies/structures need to be in place for you to take such action?

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<sup>1</sup> This is complemented by a range of more technical, thematic global and regional meetings (see introduction) which are outside the scope of these guidelines

- 3) How could marginalised and vulnerable groups benefit from policies and initiatives designed to restore a more sustainable and resilient relationship with nature (that mitigates nature risks)?
- 4) How can we safeguard the rights of people and nature, including among others, indigenous peoples and local communities, environmental defenders, women, youth, future generations?
- 5) What are the new or prioritized set of metrics and indicators needed for tracking our progress towards a healthier and more prosperous planet?

**LD2: Achieving a sustainable and inclusive recovery from the coronavirus disease (COVID-19) pandemic**

- 1) What are the most promising sustainable and inclusive recovery practices currently being applied by public, private and civil society groups at individual, community, city, regional, country level? And how could we scale them up?
- 2) What recovery and pre-existing practises need to be changed to ensure an inclusive and sustainable recovery?
- 3) How do we ensure that all countries/communities can benefit from opportunities stemming from a sustainable and just transition?
- 4) How can we create better performing industries and supply chains for a just transition to more sustainable economies? which sectors are most critical?
- 5) What are some of the commitments and “responsible” principles that need to be made by key industry sectors and by finance and investment institutions?
- 6) What are the decent green jobs of the future? What are the new skills needed, what is needed from business? from government? from academia?

**LD3: Accelerating the implementation of the environmental dimension of sustainable development in the context of the decade of action and delivery for sustainable development**

- 1) What are the biggest challenges we are facing in implementing the commitments to the 2030 Agenda and other environmental commitments (MEAs)? How do we create an enabling environment for delivery on the ground?
- 2) What are the good practices and pathways that you would like to see scaled up to accelerate the implementation of the environmental dimension of Sustainable Development in the context, of the Decade of Action?
- 3) How to transform governance and legal systems that maintain long-term economic stability and ecological and social wellbeing for all?
- 4) What measures are needed to align public, private and development finance with existing commitments and priorities?

- 5) What type of partnerships from the UN and beyond are needed to accelerate a green and sustainable economic transformation that leaves no one behind?
- 6) What capacities and technologies are needed to improve human wellbeing in harmony with nature?

**Meeting-specific questions for all:**

- What kind of follow-up activities would you like to see from Stockholm+50?

***Creating synergies with Nationally Determined Contributions (NDCs) and linked Nature, Climate, Energy and other SDG Themes and Frameworks***

There are a wide range of ongoing, upcoming, or recently concluded processes that could be relevant to the national consultations including:

- Nationally Determined Contribution (NDC) processes and National Adaptation Plans (NAPs);
- National Biodiversity Strategy and Action Plans (NBSAPs) and adjustments to align with the new post 2020 Global Biodiversity Framework expected to be adopted by the Convention on Biological Diversity in 2022;
- Plans designed to achieve the objectives of other Multilateral Environmental Conventions and linked SDGs.
- Post-COVID socio-economic and green recovery plans;
- National planning or visioning exercises;
- National SDG progress reports being prepared by governments;
- Parliamentary hearings or review processes relating to the SDGs and development issues;
- Development or review of a Common Country Assessment (CCA), United Nations Sustainable Development Coordination Framework (UNSDCF) and/or other processes managed by bilateral partners at the country level;
- Thematic consultation processes planned at national, subnational or regional level, in collaboration with UN agencies; and
- Consultation processes planned by civil society coalitions and their national partners active on Stockholm+50.

It is recommended to explore how the Stockholm+50 national consultations and

can link to these complementary activities and processes, including emphasis on target stakeholder groups. Consultations should be viewed as a springboard for deepening engagement on complementary issues, such as NDCs, NBSAPs, green recovery and linked national and sectoral development priorities, e.g., urbanization, food and nutrition security, youth empowerment, poverty eradication, gender equality, employment, debt reduction and inclusive growth).

The timeline for Stockholm+50 preparations coincides with a critical period for countries and their global commitments under the Paris Agreement on Climate Change, as well as other Conventions including on Biodiversity. Countries revised and enhanced their national climate pledges ahead of COP26 in Glasgow in November 2021, which define critical targets and strategies for keeping global warming below 1.5oC, adapting to potential climate impacts, and ensuring financial flows required to achieving these global targets. These pledges reflect and are integrated into national and sectoral development policies, strategies, budgets, and targets including other environmental commitments.

The NDCs are critical gateways for ambitious action – not only to achieve the Paris Agreement but also the Sustainable Development Goals as a whole. The NDCs offer a key political signal on the direction of development that countries plan to take. Targets in NDCs on energy, adaptation, nature-based solutions, gender, and other areas provide a national pathway to transform economies and societies and contribute to many of the outcomes of the Stockholm+50 process. As such, the ongoing NDC revision, planning and implementation processes provide a strong foundation for Stockholm+50 meeting preparations.

The Annex offer more on how the NDCs can be leveraged to advance the Stockholm+50 preparatory process, including UNDP's Climate Promise initiative.

### **Evidence-informed Consultations**

Ensuring access to recent data, analytics and studies can also help to inform and ensure more meaningful stakeholder consultations. For this reason, participating countries are also encouraged to collect an inventory of studies to be made available through the SparkBlue window for each country's national consultation page as well as UNDP's Data Futures Platform.

Relevant data and information for this inventory can include:



- UN/UNDP-supported studies and surveys:
  - Thematic and cross-cutting data and studies from 2018-2022 on: climate change mitigation (renewable energy, forest, agriculture, extractives, infrastructure), climate change adaptation, ecosystem and biodiversity, chemicals and waste, subsidy reform, inclusive green/blue economy, green recovery, green jobs, green financing, environmental governance, and linked themes on gender, multi-dimensional poverty, human rights, etc.
  - Submission of primary data, such as household surveys, GIS surveys, including raw datasets, methodology, meta data, and final reports are also welcomed. Selected studies will be developed further as an interactive data product.
  
- National data repositories:

This can include quantitative, qualitative and geospatial data at the national, sectoral, and sub-national level.
  
- International databases:

Suggestions on international databases that offer county data relevant to each national consultation are welcomed. Examples include:

  - Stockholm Convention Reporting Dashboard ([Link](#))
  - Climate Watch ([Link](#))
  - UN Biodiversity Lab ([Link](#))

The Annex includes a template to collect data on priority sectors and themes.

# IV. Deliverables

The following deliverables are expected from each national consultation process:

- **initial planning and coordination** to define the consultation structure (i.e., number of in-person/online live consultations), and to identify speakers/facilitators, participants, and prepare the consultation agenda, data and communications strategy;
- **launch of national consultation** including save-the-date, invitations, sharing of background information including on NDCs and other relevant policy frameworks, and population of SparkBlue virtual consultation space;
- **main in-person/live/streamed consultations** over 1-3 day period or longer;
- **ongoing post-consultation online discussion** on SparkBlue virtual platform;
- **documentation and reporting** back on results of consultations;
- ongoing **communications**; and
- **post-Stockholm+50 follow-up**.

The Annex provides a standard Report template and additional guidance to inform these deliverables.

## *Documenting the process*

Documentation of process is critical so that results within and across countries can be compared, aggregated and presented in a credible and powerful way at different levels. Great care must be taken to ensure that during this process people are not deterred from participating, and that their safety and dignity are not being jeopardized. Where this risk exists, it may be useful to collect information anonymously. Here are some ways of documenting the process:

- Registration of participants;
- Data on who participated; who was consulted; how stakeholders were identified; which methodology was used. Provide the relevant demographics in the registration process: gender / age / rural-urban / occupation / income / education level / disability qualifier;
- Video and audio recordings (short videos, testimonials of people who have participated) capturing people's life experiences;
- Photos;
- Newspaper clippings and social media tracking
- Engaging rapporteurs

### ***Validation and dissemination of results***

To ensure accountability towards stakeholders who have committed time and effort to the consultations, it is critical to build feedback loops into the process. Simple steps can be taken, such as sharing meeting reports or survey results and requesting additional inputs and suggestions. Some validation can take place during the consultations, rather than afterwards, by using participatory visual methods that give instant feedback to participants about what they are saying.

It is also recommended that all materials and documents be shared among the stakeholders at the end of the process. SparkBlue will centralize access to these materials in a convenient repository and notify stakeholders when new content has been added. Stakeholders can manage their format and frequency.

### ***Feedback mechanisms***

It is important to ensure that stakeholders do not only have the chance to validate results substantively but that they also have a chance to raise suggestions or concerns regarding the process. If, for example, a group of stakeholders feel that they have not been adequately involved in the process, a mechanism should exist to raise this issue. This could be a general email address that is accessed and responded to regularly.

### ***Building on the consultation process***

Considering that the national consultations will represent a considerable investment in terms of time, funding and effort for all involved, it will be important to explore how they can be built on in the future. The consultations could be particularly useful to:

- inform ongoing national and sectoral development planning processes, including NDCs.
- explore how participatory mechanisms and platforms that have been used to draw on stakeholders' skills, experiences and ideas during the consultations can be strengthened and used for the design, implementation and review of policies and programmes in the future at the national and subnational level;
- strengthen global and local links. Think global, act local; act global, think local.

# ANNEXES

- **Background on NDCs**
- **Data Mapping**
- **Sample National Consultation Agenda**
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- **Communications Note**
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- **Potential Stakeholder Groups**
- **UN Resolutions for Stockholm+50**

## **Annex: Background on NDCs**

The preparatory timeline for the Stockholm+50 meeting coincides with a critical period for countries with regards to their global commitments under the Paris Agreement. Many countries have been involved in the process of revising and enhancing their national climate pledges ahead of COP26 in Glasgow in November 2021, which define critical targets and strategies for keeping global warming below 1.5oC, adapting to potential climate impacts, and ensuring financial flows required to achieving these global targets. These pledges reflect and integrate into national development policies, strategies, and budgets, as well as sectoral plans and targets including those emerging from other environmental commitments.

As of October 2021, 143 countries worldwide have submitted revised NDCs, which represent an update of pledges and priorities when it comes to climate action. Many of these countries are now shifting the focus towards implementation of these pledges, and unpacking the policies and strategies required to reach the targets put forward. This will require comprehensive consultations, engagement across Government as well as with different groups across society, and a definition of shared approaches and priorities when it comes to development pathways.

UNDP recognizes the NDCs as a critical gateway for ambitious action – not just to achieve the Paris Agreement but towards the Sustainable Development Goals as a whole. The NDCs offer a key political signal on the direction of development that countries plan to take. Targets in NDCs on energy, adaptation, nature-based solutions, gender, and other areas provide a national pathway to transform economies and societies and contribute to many of the outcomes of the Stockholm+50 process. As such, ongoing NDC revision, planning and implementation provide a strong foundation for Stockholm+50 consultations.

UNDP will leverage its expertise and experience on NDCs, alongside its convening power, and presence on the ground as a departure point for support to countries in preparation for Stockholm + 50. This will be done primarily through its flagship Climate Promise initiative – supporting 120 countries revise and implement their NDCs alongside over 35 partners. It will also engage with Swedish missions, national Governments, and UNCTs to establish and/or strengthen existing national stakeholder platforms to give a voice to all stakeholders, with a focus on marginalized groups. This will all be framed as part of the initial stages of NDC implementation planning in country, following the countries' NDC submission

## **Annex: Data Mapping**

UNDP Country Offices will be asked to collect links, material, and data to populate the Sparkblue consultation page as well as add to the country page in the UNDP Data Futures Platform. Below are preliminary questions that will be sent as an online survey. Some questions are optional, but the more that are completed the more the page will inform stakeholder consultations.

### **1. Policies and strategies**

Please provide the full title and URLs to below policies and strategies.

- Nationally Determined Contribution (most recently updated version in UNFCCC website)
- NBSAP
- Long term National Vision / Strategy
- Green Recovery Plan / Policy / Strategy

Please provide the full title and URLs of any other national policies and strategies (e.g. Sustainable agriculture policy; Energy transition policy; green economy policy etc.) that are linked to the NDC, and select relevant sectors.

### **2. National or sub-national publicly available data**

Please provide the names and URLs of publicly available datasets, databases, data-driven studies or monitoring websites that you find useful for stakeholders. (e.g. national GHG emission tracking system) [At least three URL needed]

### **3. Studies conducted with UNDP support in the past three years**

Please submit studies that involved primary data collection through UNDP supported projects, as many as possible. This may include project baseline studies, livelihood surveys, inventory, capacity assessments etc. For each study please submit below package.

Selected studies with sufficient raw datasets will have the opportunity to be made into an interactive data product on the Data Futures Platform.

- Final report / study (full title and URL or attach doc., PDF)
- Methodology or ToR [option to check 'not available' / 'available but to submit later']
- Raw data\* (excel, csv) [option to check 'not available' / 'available but to submit later']
- Are you interested in developing an interactive data product with the Global support team?

\*No personally identifiable information (PII: name, phone number, email address) will be stored or published on UNDP servers. Please delete such information before submission, and in case it is received, PII it will be deleted before storage.

## Annex: Sample National Consultation Agenda

**NB:** The following Agenda can be adapted to national context in terms of length, scope, format, sector and crosscutting themes, while still integrating the common questions that inform the three High Level Leadership Dialogues of the Stockholm+50 Meeting.

SAMPLE	NATIONAL CONSULTATION AGENDA	SAMPLE
<b>OPENING</b>		
30-60 minutes	<ul style="list-style-type: none"> <li>- <b>Facilitator</b> (external voice, professional journalist, etc.)</li> <li>- <b>Welcoming and Opening Remarks</b> <ul style="list-style-type: none"> <li>- Senior Government Official(s)</li> <li>- Other Key Partners</li> </ul> </li> <li>- Video montage on national consultation themes – optional</li> </ul>	
<b>STOCKHOLM+50 LEADERSHIP DIALOGUE THEMES</b>		
1 -2 hours	<ul style="list-style-type: none"> <li>- <b>Plenary Discussion: High Leadership Dialogue 1 Themes</b></li> <li>- Government Officials</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- UN representative</li> </ul>	
1 -2 hours	<ul style="list-style-type: none"> <li>- <b>Plenary: High Leadership Dialogue 2 Themes</b></li> <li>- Government Officials</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- UN representative</li> </ul>	
1 -2 hours	<ul style="list-style-type: none"> <li>- <b>Plenary Discussion: High Leadership Dialogue 3 Themes</b></li> <li>- Government Officials</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> </ul>	

	- UN representative
<b>PRIORITY NATIONAL AND SECTOR THEMES</b>	
1 -2 hours	<b>Plenary Discussion: PRIORITY THEME 1</b> <ul style="list-style-type: none"> <li>- Government Officials</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- UN representative</li> </ul>
1 -2 hours	<b>Plenary Discussion: PRIORITY THEME 2</b> <ul style="list-style-type: none"> <li>- Government Officials</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- UN representative</li> </ul>
1 -2 hours	<b>Plenary Discussion: PRIORITY THEME 3</b> <ul style="list-style-type: none"> <li>- Government Officials</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- Stakeholder Group</li> <li>- UN representative</li> </ul>
15-30 minutes	<b>Closing remarks</b>
3-5 minutes	<b>Closing musical/video montage – optional</b>
<b>PRESS CONFERENCE</b>	



## **Annex: National Consultation Spaces on SparkBlue**

UNDP's collaboration hub, called SparkBlue, will host a Stockholm+50 portal for all National Consultation Spaces including background information. The following information describes both the contents and process of using SparkBlue including the role of National Coordinators for each consultation:

- National Consultation Spaces are offered to all countries to centralize their national content and engagement activity
- Spaces can host static content such as text, images, embedded content (videos, etc.), events and resources as well as several engagement rooms where citizens' comments are collected and moderated.
- It is recommended that countries use their SparkBlue space to announce upcoming live events (posting the agenda, registration links, background docs, etc.) and to provide live streaming/reporting of the event as it happens, if possible. Afterwards, SparkBlue can embed recordings and any reporting. The National Consultation Coordinator is responsible for customization of the space (training will be provided by the SparkBlue team) and translation.
- The moderated discussion rooms within each National Consultation Space, focuses engagement on pre-determined themes. It is recommended that these online discussions are launched by a live event.
- UNDP will offer weekly information sessions for interested countries to learn more about the national consultation process. UNDP will also provide guidance on communication and outreach and moderation of the discussion rooms.
- UNDP will assist the National Coordinator to produce a concept note for their country's consultation.
- After the live events and online engagement in the discussion rooms ends, National Consultation spaces will report on the country's activities with UNDP support per the Annexed reporting template.
- SparkBlue has the functionality to allow anonymous commenting from participants, if this is required for your consultation.

## **Annex: Communications Note**

A request will be sent out to all participating country offices to share expectations of content, material and data to effectively communicate the national consultation event(s).

Communications support will be provided in two types of ways:

- Support for participating country offices to develop and provide good quality communication content
- Support to develop good quality communications content using selected stories and materials provided by participating country offices.

Below is the basic list of communications materials each participating country office will need to provide:

- Stories about their work
- Blogs and press releases about the national in-person consultation
- 1 x min videos for each CO, supported by communications intern/consultant using professional subscription service

Below is the some of the communications support participating country offices may expect:

- Toolkit of assets and branding materials
- Support by communications intern/consultant to develop 1 min videos about work and to document the consultations using professional subscription service
- Support for distribution of best quality stories and video assets, including across UNDP and UNEP's global channels.
- Collaboration with colleagues planning to develop data visualization for engaging and effective storytelling maximizing the potential of these data visualization assets.

## **Annex: Reporting Template for Stockholm +50 National Consultations**

**NB: this template to be updated in 2022**

This template is intended for guiding National Coordinators in their responsibility of providing a high-quality Stockholm +50 National Consultation Report. It contains four main sections and Annexes that standardize the content and quality of the reports across all countries. It captures the main aspects of the process, recommendations, and next steps.

### **1. Consultation process**

Please provide a description of the consultation process and timeline that reflects the whole-of-society and whole-of-government approach used including:

- What preparatory meetings were organized over what time period;
- Who were the main stakeholders and speakers invited and what sectors/theme were represented;
- What other national and sector policy consultation processes were involved including NDCs, NBSAPs, INFFs, SDG Strategies, Green/Blue Economy and Green Recovery Plans;
- How was the consultation promoted through communications and media.

[Click or tap here to enter text.](#)

### **2. National Consultation at a glance**

Please enter the basic information about the consultation(s):

- consultation dates;
- number of participants;
- list of participants and speakers disaggregated by: sex; stakeholder group; institution; public/private/civil society; national/international.

[Click or tap here to enter text.](#)

### **3. Main Consultation Inputs, Insights and Innovations**

This is the core of the report. Please summarize the main takeaways of the consultation including:

- general overview of the main themes and forward-looking findings of the consultation;
- summary of the discussions, examples, and recommendations relevant to each the standard global Stockholm+50 questions - **NB: Global questions to be listed here;**

- a summary of the discussions, examples, and recommendations relevant to country-specific themes and discussion questions including links to NDCs and other national and sectoral frameworks;

Click or tap here to enter text.

#### **4. Consultation Follow-up, Next Steps and Links to National Policies**

Please describe:

- agreed follow-up and next steps including the design and implementation of national and sectoral policies, NDCs, NBSAPs, INFFs, SDG Strategies, Green/Blue Economy and Green Recovery Plans, etc..
- how coordination with other national/subnational processes has benefited/been improved;
- how will consultations on these topics be maintained and continued.

Click or tap here to enter text.

#### **5. Annexes**

Please attach here:

- more detailed minutes/transcripts of the consultation(s)
- consultation photos, films, ppts;
- flowcharts or any other graphics;
- summary of traditional and social media coverage with links.

Click or tap here to enter text.

## ANNEX: NATIONAL CONSULTATION COORDINATOR DESCRIPTION OF ASSIGNMENT

1. **Assignment Title:** Stockholm+50 National Coordinator
2. **Type of Assignment:** National Specialist
3. **Project Title:** Stockholm+50 National Consultations
4. **Duration:** 6-12 months
5. **Location, Country:** <country>
6. **Expected Starting Date:** TBD

### 7. Brief Project Description:

The UN General Assembly has agreed to convene an international meeting entitled “Stockholm+50: a healthy planet for the prosperity of all – our responsibility, our opportunity”, in Stockholm on 2 and 3 June 2022, during the week of World Environment Day. The meeting will commemorate the 50 years since the convening of the UN Conference on the Human Environment. It is also designed to help accelerate implementation of the Sustainable Development Goals during the Decade of Action including through a sustainable recovery from the COVID-19 pandemic. The Government of Sweden will host the meeting with the support of the Government of Kenya. The meeting will reinforce the commemoration of the fiftieth anniversary of the creation of the UN Environment Programme, UNEP@50.

The international meeting and its preparation will provide for the effective participation of all States Members of the United Nations and UN specialized agencies and parties to the multilateral environment agreements with participation encouraged at the highest possible level. The international meeting will comprise an opening segment including a commemorative moment dedicated to the United Nations Conference on the Human Environment held in Stockholm in 1972, as well as four plenary meetings, three leadership dialogues, and a closing segment.

The leadership dialogues will be collaborative and multi-stakeholder with a focus on recommendations that contribute to the environmental dimension of the SDGs and accelerate implementation of commitments in the decade of action and delivery for sustainable development, including a sustainable recovery from the COVID-19 pandemic. They will address the following themes:

- Leadership dialogue 1: Reflecting on the urgent need for actions to achieve a healthy planet and prosperity of all;
- Leadership dialogue 2: Achieving a sustainable and inclusive recovery from COVID-19 pandemic; and
- Leadership dialogue 3: Accelerating the implementation of the environmental dimension of sustainable development in the context of the decade of action.

All relevant major stakeholder groups, including women, youth, older persons, persons with disabilities, indigenous peoples and local communities, as well as other representatives from civil society and the private sector are encouraged to contribute to the discussions of the international meeting and its preparation through consultations at global, regional, and national levels.

The **objective** of the national consultations is to stimulate an inclusive whole-of-society and whole-of-government dialogue on the main themes of Stockholm+50 as they relate to each national context. The consultations will provide in-person and virtual platforms for ideas, insights, and innovation that:

- Build a shared global vision on how to achieve a healthy planet and prosperity for all while accelerating progress on the Sustainable Development Goals and Multilateral Environment Agreements through an inclusive green recovery;
- Offer clear recommendations for governments, civil society and private sector on priority actions that can advance national and sectoral policies that address climate change and leverage nature-

based solutions including Nationally Determined Contributions (NDCs), National Biodiversity Strategies and Action Plans, green economy/green recovery, and SDG frameworks;

- Amplify the voices of the poor and other marginalized groups; and
- Influence local and global debates that consider the perspectives of all stakeholders.

UNDP has been asked to facilitate national consultations using resources provided by the Government of Sweden and leveraging existing in-country programming and partnerships including through its support to Nationally Determined Contributions processes (e.g., UNDP's Climate Promise) and broader work on Nature, Climate, Energy and other SDG themes. UNDP will work closely with UNEP and all members of UN Country Teams (UNCT) to convene different development stakeholders and provide relevant knowledge to identify development challenges, opportunities, and solutions with a bottom-up approach. UNCTs, under the leadership and guidance of the UN Resident Coordinator (UNRC), are well placed to support the national consultations as institutional resources and country context allow.

#### **8. Description of tasks:**

The National Coordinator will be responsible for delivering key tasks in the following areas:

- initial planning and coordination to define the consultation structure (i.e., number of in-person/online live consultations), and to identify speakers/facilitators, participants, and prepare the consultation agenda, data and communications strategy;
- Liaise and coordinate with core partners (e.g., Embassy of Sweden, RCO) throughout Secure venue, draft concept note, prepare budget for in-person consultations
- Support gender mainstreaming throughout the consultation process. Ensure optimal engagement of UNDP CO gender focal point, National Gender Institution in country, and UNFCCC National Gender Focal Point to facilitate the integration of gender equality and women's leadership considerations into key outputs, deliverables, and activities;
- Promote the national consultation in advance including save-the-date, invitations, sharing of background information including on NDCs and other relevant policy frameworks, and population of [SparkBlue](#) virtual consultation space;
- Disseminate forms and information products through relevant communication channels to support the collection and analysis of complementary information on national consultation activities;
- Support the analysis and contextualization of data collected for consultation activities;
- Liaise with Stockholm+50 team and ensure all required information is completed on time;
- Organize main in-person/live/streamed consultations over 1-3 day period or longer;
- Facilitate ongoing post-consultation online discussion on SparkBlue virtual platform;
- Administer and maintain SparkBlue national consultation page with relevant content and information. Coordinate moderators and their daily interventions. Create communication strategies and execute to identify and drive relevant stakeholders to the platform.
- Document and report back on results of consultations;
- Coordinate communication activities necessary to capture meaningful content from the consultation(s), such as photographs and video, and coordinate communication needs;
- Ensure ongoing post-Conference follow-up.

#### **9. Results/Expected Output:**

- National consultations successfully planned, promoted, and organized in close collaboration with UNCT and national and international stakeholder groups;
- SparkBlue national consultation space set-up and supporting stakeholder engagement;
- significant data and other useful knowledge gathered and shared to inform global Stockholm+50 meeting and advance national and sectoral development policies and plans;

- communication strategy developed and fully implemented throughout all consultation stages;
- A gender equal and socially inclusive approach is mainstreamed throughout all consultation stages; women's empowerment and leadership considerations are supported and integrated into key outputs and deliverables;
- all reporting and post-consultation follow-up requirements completed.

**10. Qualifications/Requirements:**

- Bachelor's degree in environmental, social sciences or similar development-related fields
- At least 5 years of professional experience in development or programme coordination
- Experience in working with a combination of public, private sector and civil society organizations and platforms
- Fluency in spoken and written English, and the main national language (if it is not English)
- Proven competency and experience in internet and social networking tools (i.e. Facebook, Twitter and YouTube, etc.) ability to use standard computer applications (i.e. Word, Excel, PowerPoint, Outlook, etc.)





## **Annex: Stakeholder Selection, Convening, and Facilitation**

### ***Considerations for selecting stakeholders***

The following considerations may be useful in the selection of stakeholders for consultation activities to ensure an inclusive and accountable process.

- Start by mapping stakeholder groups who should be represented as well as relationships between them that may influence the consultations. Data can be disaggregated by sex, ethnicity, geographical location of residence (rural, urban, etc.), income, and economic sector, to reflect the situation and living conditions of groups.
- Understand the difference between groups regarding their representative structures (e.g., trade unions and employers' organizations) and civil society actors advocating on behalf of an interest group.
- Ensure that the diversity of civil society is considered: CSOs are heterogeneous. They cut across economic, social (including education and health), environment and governance (including transparency and human rights) groupings.
- Use a clear and transparent selection process with well-defined and justifiable criteria in the concept note for the consultations, including a toolkit for the media.
- Ensure a balanced and representative mix of stakeholder groups, considering: i) background/typology (e.g. faith-based organizations, grassroots and indigenous peoples' organizations; ii) gender; iii) ethnicity; iv) age; and v) geographic distribution (e.g., urban/rural), economic activity (e.g. industry/agriculture; public/private, etc.).
- Invite actors who would not otherwise have a seat at the table. Keep in mind skill gaps, particularly for organizations that do not regularly engage in higher level processes. In some cases, stakeholders may need separate time to develop their inputs within their own structures before sharing them with the broader consultation process. Also keep in mind personal security risks, as well as COVID-19 risks.
- When appropriate, identify and work with civil society networks and platforms, which are country-based umbrella organizations that represent the collective interests of their members including youth, women, IPLCs, etc.. A well-functioning platform can provide a legitimate avenue for a cohesive and credible civil society voice. The consultations, however, do not need to be limited to such groups.

### ***How to engage? Preparing an inclusive consultation***

It is important to bear in mind possible differences among various stakeholders' decision-

making processes, which may be different from mainstream decision-making based on representation, delegation of power and/or majority rule.

The following points may be useful for developing a consultation plan.

### ***Questions to ensure inclusiveness and accountability when planning***

#### **Inclusiveness**

- Are there any constraints that may block the participation of certain groups of stakeholders (e.g., sociocultural and economic; gender; capacities and abilities; time and mobility; legal and regulatory)?
- Are there differences between various stakeholders' decision-making processes, regarding representation, delegation of power and/or majority rule?
- How can we ensure that communication tools or channels are tailored to stakeholder groups' values, norms and languages?
- What culturally appropriate consultation mechanisms can be established through the creation of consultative groups, or through consultations at the local level?

#### **Accountability**

- How to draw on existing dialogue institutions or forums that function well, e.g., national mechanisms such as those developed for NDCs, UNSDCF or other UN initiatives.
- How to disseminate the information about the consultations well in advance, so that stakeholders have sufficient time to engage in the process (stakeholders may need time to develop their inputs first within their own structures)?
- How to ensure that stakeholders who have committed time and effort to the consultations can be informed about the results of the consultations (e.g., by sharing meeting reports and requesting additional inputs and suggestions)?
- How do we ensure that stakeholders have a chance to raise suggestions or concerns regarding the process (e.g., a general email address and easily accessible feedback boxes that are accessed and responded to regularly)?
- How to ensure that all documents and final reports are shared among stakeholders at the end of the process?

## Designing consultation activities

The following are suggestions for engaging stakeholders in inclusive consultations:

- Develop outreach strategy and ways of sharing information (e.g., notification, civil society networks, electronic media).
- Advance dissemination of information about the consultations so that different stakeholder groups can have sufficient time to engage in the process.
- Tailor communication tools or channels to the values and norms of stakeholders and guarantee a gender-sensitive and culturally sensitive approach. In addition, they should be developed in local languages to be more accessible.
- Remove constraints that may block the participation of certain groups of stakeholders (e.g., with relation to sociocultural and economic issues; gender; capacities and abilities; time and mobility; legal and regulatory; political sensitivities; personal security risks).
- Use existing dialogue institutions, forums and committees that are convened at the country level, such as UNSDCFs, or standing committees (e.g., Civil Society Advisory Committees to UNCTs), institutions for tripartite social dialogues (e.g., economic and social councils) or standing committees, national tripartite industrial relations bodies.
- Establish culturally appropriate consultation mechanisms through the creation of consultative groups, or through consultations at the local level.
- Confidentiality safeguards may be needed, depending upon the issue and national context, especially where freedom of opinion and expression are not always respected.
- Allow organizations with representative structures (e.g., trade unions and employers' organizations) sufficient time to take mandates and consult with their members.
- Consider the principle of co-convening or co-organizing a consultation with key national partners to promote national ownership and accountability.
- Consider active engagement with civil society coalitions and their national partners active on Stockholm+50 and other alliances.
- Include all relevant information in the consultative process, such as information on the macroeconomic indicators.
- Draw lessons from previous consultative processes such as the Food System Summit.

## **The Role of the Facilitator**

A facilitator is a crucial actor in any consultation. Facilitators are expected to contribute to drafting the concept note and agenda of the consultations. A facilitator is also expected to be non-biased and neutral, and to facilitate the participation of all stakeholders in the consultation, by guiding the discussion and ensuring a results-oriented process.<sup>7</sup>

Some broad guiding principles for the facilitator are:

- Operate transparently
- Communicate clearly operate with integrity respect different perspectives
- Constructively address conflicting positions and power imbalances within the discussion groups facilitate the sharing of different perspectives
- Ensure the process adapts to local needs

## **Logistics: Preparing a consultation**

- Ensure the objective and the expected results from the consultation are clear, which can be expressed in a concept note, or materials adapted to the audience.
- Establish a workflow for pre-consultation communication with attendees Inform attendees of consultation agenda and other background materials
- Send invitations to approximately 20 to 40 percent more attendees (stakeholders) than are expected to attend
- Notify the attendees of the venue at least a month in advance
- Document the demographic or socioeconomic data on attendees but release them only with the participant's permission (see section IV, documenting the Process)

## **Venue of meeting**

To facilitate a fruitful and engaging discussion, the venue should be:

- Quiet, in a peaceful location
- A place with limited potential for bystanders accessible to:
  - rural and urban participants.
  - persons with disabilities, and child and youth participants
  - mothers needing child-care facilities
- Meetings should be open to virtual participation, live-streaming, and recording.

## Annex: Potential Stakeholder Groups and Recommendations

KEY CONSIDERATIONS	RECOMMENDATIONS
<b>CIVIL SOCIETY MEMBERS AND GROUPS</b>	
Low technical capacity	Send out agenda early and allow all groups to edit
Limited experience with processes	Use specific examples to demonstrate key points
	May need to be informed on the timeline for development and policy implementation; should be made aware of the time scale of proposed initiatives so as to prevent unrealistic expectations
	Appropriate definitions and assumptions must be defined by all groups
Language barriers	All documents should be translated into plain tongue or appropriate language/dialect
	Use of audio-visual displays of information Example: Including a visual glossary with descriptions of concepts
Sociocultural inhibitions	Prevailing cultural biases, such as those related to gender, sexual minorities, disability etc.
Political sensitivity and personal risk	Negotiation of political space and personal security guarantees; exploration of alternative consultation processes or channels through which information can be brought in
Preconceptions or poor previous experiences with government or policy interventions	All recommendations/suggestions from civil society actors should be documented and evaluated for future feasibility
	Findings should be expressed in follow-up communication and meetings with those who made the recommendations
Establish feedback loops	Understand the strongest modes or lines of communication with various groups and continually update, discuss and nurture these lines even between meetings
<b>INDIGENOUS GROUPS</b>	
Historical context	Ensure all attendees are aware of relevant historical context and political sensitivities between governments
Cultural sensitivity	Awareness of cultural sensitivities, tastes, ways of conducting a consultation
	Awareness of who will be speaking or representing the delegation
Language barriers	Understanding the nuances of local language of all attendees; conception of the same topic or term may not be universally agreed upon
	Use a bilingual or local facilitator Even if less experienced, the use of a local facilitator may be invaluable for understanding different group dynamics

KEY CONSIDERATIONS	RECOMMENDATIONS
<b>LGBT COMMUNITY</b>	
Levels of openness or outness	Do not assume that all present are open about their sexuality
	Ensure that outreach, planning and location of the event do not jeopardize their right to privacy
	Emphasize that their cooperation and collaboration in the consultation process are meant to aid in celebrating diversity rather than simply tolerating it
	Be aware that sexuality may or may not be their preeminent policy concern, and other parts of their identity may be more relevant to group members
Terminology	Understand potential misuse of terms such as transgender, transsexual, gay, lesbian, bisexual, asexual, male-/female-identified
	Avoid heterosexual-normed terms. For example, use 'partner' over 'husband/wife'
	Avoid euphemisms like 'special friend' or 'lifestyle choice' and use instead 'your partner' or 'your sexual orientation'
<b>PERSONS WITH DISABILITIES</b>	
Communication barriers Some recommendations are optional and depend on the necessities of attendees	Adaptive technologies Example: Dragon real-time dictation software Adequately tested the day of the event
	Use large or raised print materials (at least 14 but preferable 18 pt font) with high-contrast backgrounds
	Use of audio-visual displays of information and captioning for presentations
	Speak clearly and at a moderate pace. Ensure those using audio-visual are able to stay apace with the meeting's discussion in the case of slow captioning/interpreting
	Utilize a sign-language interpreter, note-taker or caption writer
	Avoid printing materials with watermarks, underlines, bold or italic text
	Provide assistive listening devices
	Be aware of dietary restrictions
	Introduce interpreters or volunteers to the persons they will be assisting for the event
Mobility issues	Ensure accessible building and room set-up
	Have accessible route to the site (consider inclement weather or possible construction along route)
	Ensure building design suits those with limited physical ability · automatic doors, accessible toilets, slip-resistant floors, accessible water fountain

	<ul style="list-style-type: none"> <li>designated area nearby to relieve walk guide/service dogs</li> </ul>
	Notify attendees several days in advance to allow them to arrange for transportation to and from the meeting
Representation	<p>Ensure involvement with those from different cultural backgrounds who may experience disability in ways unique to their environment</p> <p>Include those not usually participating in disability discussions but who may be implicated such as caregivers, family members of those living with disabilities</p>
Literacy	Adjust language of materials for those of various reading levels
Mutual respect	<p>Recognize their abilities and see them as coming from a position of strength, with significant and valuable expertise</p> <p>Avoid generalizing or depersonalizing references or portrayals of people with disabilities</p> <p>Remember to always focus on meeting the needs of the person, not the disability. The ultimate goal is for the group to be understood as ordinary people trying to live ordinary lives</p> <p>Avoid referencing successful people living with disabilities as the exception to the rule or as superhuman</p>
Attendee satisfaction	<p>Periodically verify that presented materials and message of meeting is being understood. Rephrase if necessary</p> <p>In post-consultation surveys include questions regarding how well the meeting addressed unique and specific disabilities and concerns of attendees</p>

KEY CONSIDERATIONS	RECOMMENDATIONS
<b>FAITH-BASED GROUPS</b>	
Cultural sensitivity	<p>Know offensive practices, terms, gestures, modes of dress and/or dietary restrictions</p> <p>Understand implicit, internal hierarchies related to class, gender, kinship or other classifications</p>
Historical context	Know the relevant history at the national and local level of the groups, such as a history of oppression or persecution
Value-driven worldview	<p>Understand the relationship, contemporary and historic, between the state and particular faith-based communities</p> <p>Be aware of spiritual interpretations or rationale of poverty, the environment, material or economic success, death and illness, family, etc.</p>

Level of cultural identity, political influence	Place emphasis on building strong relationships with leaders of groups, as faith reflects a distinct source of social identity that may transcend other identities and lead to increased divides between parities, especially when values are threatened or at risk
	Manage needs tactfully, as there is potential for some groups to drive moderates into extremism
	Know how one’s faith group defines or conceptualizes gender, sexuality, race or ethnicity
	Be aware that disagreements could lead to formal religious sanction, further closing communication lines between large factions and tarnishing possibilities for future collaboration.
	Have knowledge of political leanings of religious groups, as religion is often a political driver in its own right
Transnational or global priorities	Be aware of relationship between global affairs and political motivations within groups

### WOMEN AND WOMEN’S GROUPS

Differences in communication patterns	Be aware that women may not directly engage or actively participate in the presence of men or out of a sense of duty to their husband, faith or perceptions of civic duty
	Utilize female facilitators, as women may feel more comfortable speaking candidly to members of the same sex/gender
	Encourage group dialogue without a dominant voice
Added burdens of participation	Be aware that women will likely have a more difficult time attending meetings due to added responsibilities of childrearing, family care, household management, and employment
	Discuss location and time well in advance
	Ensure that even in large meetings there are many women present because responsibilities make them excellent sources for information on several cross-cutting issues (employment, health care, education)

KEY CONSIDERATIONS	RECOMMENDATIONS
<b>YOUTH AND CHILDREN</b>	
Different avenues for communication	Use platforms they are familiar with. For example: Present data in formats similar to platforms they are familiar with like social media sites
	Be aware that they are likely to be more responsive to direct social contact over surveys and telephone interviews



Limited experience with responsibility	Utilize Youth Councils to allocate responsibility to those with greater experience
	Encourage growth by delegating tasks and responsibilities to youth in order to build confidence and ownership
	Include adults who work with youth groups who may help them have the confidence to speak candidly
	Utilize smaller group forums or focus groups (10–15) to encourage conversation
	Ensure they are aware that they are being listened to and there is a genuine commitment to imparting their views in decision-making
Cross-cutting groups	Include youth from religious sects or groups, youth labor-dominated industries, or youth living with disabilities
	When compiling a youth council, ensure it is representative of the greater population of youth (different ages, gender, ethnicity/citizenship, native tongues, rural or urban areas)
	Meeting this criteria may mean youth might not be able to nominate themselves.
<b>PRIVATE SECTOR</b>	
Interests greatly vary depending on the size of the business, number of employees, industry, export-orientation etc.	Selected person should be representative of all relevant industries, not single firms or companies
	Involve most representative organizations of business, including employers' organizations, business associations or both. Be aware that business organizations often represent specific collective interests of business (e.g., employers' associations represent labour market interests of business)
Language and industry jargon	Be aware of the need to translate relevant materials, presentation and discussions into common tongue and reduced jargon for non-experts.

<b>KEY CONSIDERATIONS</b>	<b>RECOMMENDATIONS</b>
<b>TRADE UNIONS</b>	
Represent large numbers of people active in the real economy on a democratic and accountable basis	Reiterate the consultation seeks 'win-win' outcomes through open, two-way consultation
Involved in regular interactions with government and employers in industrial relations processes, including consultations, negotiations and exchange of information	Provide all relevant information about the consultations prior to the meetings Invite them to focus on socio-economic policy issues facing all the citizens in the country Grant them more than one representative at the consultations, as they are a mass membership-based organization representing

on issues of economic and social policy	workers. This would also ensure that the political leadership is assisted by a technician.
Engaged in broader alliances and coalitions with like-minded civil society organizations on socio-economic issues	Encourage representations from broad civil society coalitions working together on specific socio-economic issues
	Accommodate established hierarchies, but encourage participation from lower levels of membership
<b>PUBLIC SECTOR</b>	
<b>Governments</b>	
High capacity, more experience	Address the issue that governments may perceive civil society members as purely beneficiaries of services rather than stakeholders in the development discussion
	Spend less time on clarifying national priorities, but more time on educating them on local and grass-roots priorities.
	Know that they may hesitate to be candid due to political posturing or process-oriented nature of doing business
	Know that they may view contributions from private sector actors or CSOs as impractical

## Annex: UN Resolutions for Stockholm+50

### Resolution adopted by the General Assembly on 24 May 2021

[without reference to a Main Committee ([A/75/L.88](#) and [A/75/L.88/Add.1](#))]

#### **75/280. International meeting entitled “Stockholm+50: a healthy planet for the prosperity of all – our responsibility, our opportunity”**

*The General Assembly,*

*Recalling* the Stockholm Declaration of the United Nations Conference on the Human Environment, held in Stockholm from 5 to 16 June 1972,<sup>2</sup>

*Recalling also* the Rio Declaration on Environment and Development,<sup>3</sup> Agenda 21,<sup>4</sup> the Programme for the Further Implementation of Agenda 21,<sup>5</sup> the Johannesburg Declaration on Sustainable Development<sup>6</sup> and the Plan of Implementation of the World Summit on Sustainable Development (Johannesburg Plan of Implementation)<sup>7</sup> and the outcome document of the United Nations Conference on Sustainable Development, entitled “The future we want”,<sup>8</sup> as well as the outcomes of all the major United Nations conferences and summits in the economic, social and environmental fields,

*Reaffirming* all the principles of the Rio Declaration,

*Reaffirming also* its resolution [70/1](#) of 25 September 2015, entitled “Transforming our world: the 2030 Agenda for Sustainable Development”, in which it adopted a comprehensive, far-reaching and people-centred set of universal and transformative Sustainable Development Goals and targets, its commitment to working tirelessly for the full implementation of the Agenda by 2030, its recognition that eradicating poverty in all its forms and dimensions, including extreme poverty, is the greatest global challenge and an indispensable requirement for sustainable development, its commitment to achieving sustainable development in its three dimensions – economic, social and environmental – in a balanced and integrated manner, and to building upon the achievements of the Millennium Development Goals and seeking to address their unfinished business,

*Reaffirming further* its resolution [69/313](#) of 27 July 2015 on the Addis Ababa Action Agenda of the Third International Conference on Financing for Development, which is an integral part of the 2030 Agenda for Sustainable Development, supports and complements it, helps to contextualize its means of implementation targets with concrete policies and actions, and reaffirms the strong political commitment to address the challenge of financing and creating an enabling environment at all levels for sustainable development in the spirit of global partnership and solidarity,

*Expressing support* for the commemoration of the fiftieth anniversary of the creation of the United Nations Environment Programme, UNEP@50, to be launched and concluded at United Nations Environment Programme headquarters in Nairobi,

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<sup>2</sup> *Report of the United Nations Conference on the Human Environment, Stockholm, 5–16 June 1972* ([A/CONF.48/14/Rev.1](#)), part one, chap. I.

<sup>3</sup> *Report of the United Nations Conference on Environment and Development, Rio de Janeiro, 3–14 June 1992*, vol. I, *Resolutions Adopted by the Conference* (United Nations publication, Sales No. E.93.I.8 and corrigendum), resolution 1, annex I.

<sup>4</sup> *Ibid.*, annex II.

<sup>5</sup> Resolution [S-19/2](#), annex.

<sup>6</sup> *Report of the World Summit on Sustainable Development, Johannesburg, South Africa, 26 August–4 September 2002* (United Nations publication, Sales No. E.03.II.A.1 and corrigendum), chap. I, resolution 1, annex.

<sup>7</sup> *Ibid.*, resolution 2, annex.

<sup>8</sup> Resolution [66/288](#), annex.

1. *Decides* to convene the international meeting entitled “Stockholm+50: a healthy planet for the prosperity of all – our responsibility, our opportunity”, in Stockholm, on 2 and 3 June 2022, during the week of World Environment Day, to commemorate the 50 years since the United Nations Conference on the Human Environment and its outcome documents, as a contribution to the environmental dimension of sustainable development to accelerate the implementation of commitments in the context of the decade of action and delivery for sustainable development, including a sustainable recovery from the coronavirus disease (COVID-19) pandemic;
2. *Also decides* that the international meeting should be mutually reinforcing with UNEP@50, avoiding overlap and duplication;
3. *Further decides* that all costs relating to the international meeting and its preparation shall be financed through extrabudgetary resources;
4. *Welcomes* the generous offer by the Government of Sweden to host and assume the costs of the international meeting, with the support of Kenya;
5. *Decides* that the international meeting will result in a summary of discussions as its outcome document;
6. *Requests* the United Nations Environment Programme to serve as the focal point for providing support to the organization of the international meeting, with appropriate support from the Secretariat and other relevant United Nations entities;
7. *Invites* the United Nations Environment Assembly at its resumed fifth session, in 2022, including through its intersessional subsidiary body, the Committee of Permanent Representatives to the United Nations Environment Programme, and other United Nations bodies that are conducting relevant intergovernmental processes, to provide input leading up to Stockholm+50, as appropriate;
8. *Decides* to consider, before the end of the seventy-fifth session of the General Assembly, the modalities of the international meeting in the most efficient and effective manner possible, with the support of the United Nations Environment Programme.

*69th plenary meeting  
24 May 2021*

## Resolution adopted by the General Assembly on 10 September 2021

[without reference to a Main Committee ([A/75/L.135](#))]

### **75/326.Modalities for the international meeting entitled “Stockholm+50: a healthy planet for the prosperity of all – our responsibility, our opportunity”**

*The General Assembly,*

*Recalling* its resolution [75/280](#) of 24 May 2021 in its entirety, including its decision to convene the international meeting entitled “Stockholm+50: a healthy planet for the prosperity of all – our responsibility, our opportunity”, in Stockholm, on 2 and 3 June 2022, during the week of World Environment Day, to commemorate the 50 years since the United Nations Conference on the Human Environment and its outcome documents, as a contribution to the environmental dimension of sustainable development to accelerate the implementation of commitments in the context of the decade of action and delivery for sustainable development, including a sustainable recovery from the coronavirus disease (COVID-19) pandemic,

1. *Welcomes* the generous offer of the Government of Sweden to host and assume the costs of the international meeting entitled “Stockholm+50: a healthy planet for the prosperity of all – our responsibility, our opportunity”, with the support of the Government of Kenya;
2. *Decides* that the international meeting should be mutually reinforcing with the commemoration of the fiftieth anniversary of the creation of the United Nations Environment Programme, UNEP@50, avoiding overlap and duplication;
3. *Also decides* that the international meeting and its preparation shall provide for the effective participation of all States Members of the United Nations, members of the United Nations specialized agencies and parties to the multilateral environment agreements;<sup>9</sup>
4. *Encourages* participation in the international meeting at the highest possible level;
5. *Decides* that the international meeting shall elect from among the representatives of participating States the following officers: two Presidents, one from Sweden and one from Kenya, and eight Vice-Presidents,<sup>10</sup> one of whom shall be designated as Rapporteur-General;
6. *Also decides* that the international meeting shall comprise an opening segment, four plenary meetings and three leadership dialogues, and a closing segment, to be held on 2 and 3 June 2022;
7. *Further decides* that the opening segment of the international meeting shall include a commemorative moment dedicated to the United Nations Conference on the Human Environment, held in Stockholm from 5 to 16 June 1972;

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<sup>9</sup> For the purposes of the international meeting, the multilateral environment agreements shall be understood as referring to the following treaties: Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and Their Disposal; Cartagena Protocol on Biosafety to the Convention on Biological Diversity; Convention on Biological Diversity; Convention on International Trade in Endangered Species of Wild Fauna and Flora; Convention on the Conservation of Migratory Species of Wild Animals; Kyoto Protocol; Minamata Convention on Mercury; Montreal Protocol on Substances that Deplete the Ozone Layer; Paris Agreement; Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade; Stockholm Convention on Persistent Organic Pollutants; United Nations Convention to Combat Desertification in Those Countries Experiencing Serious Drought and/or Desertification, Particularly in Africa; United Nations Framework Convention on Climate Change; and Vienna Convention for the Protection of the Ozone Layer.

<sup>10</sup> Two from each of the following groups: African States; Asia-Pacific States; Eastern European States; Latin American and Caribbean States; and Western European and other States. The election of the Presidents will, however, have the effect of reducing by one the number of Vice-Presidents allocated to the regions from which each of the Presidents is elected.

8. *Decides* that the plenary meetings will be held as follows:

Thursday, 2 June: from 9.30 a.m. to 1 p.m. and from 3 to 6 p.m.

Friday, 3 June: from 10 a.m. to 1 p.m. and from 3 to 7 p.m.;

9. *Also decides* that the leadership dialogues will be held in parallel with the plenary meetings, as follows:

Thursday, 2 June: from 3 to 6 p.m.

Friday, 3 June: from 10 a.m. to 1 p.m. and from 3 to 6 p.m.;

10. *Further decides* that the leadership dialogues shall be collaborative and multi-stakeholder in nature and will focus on recommendations that contribute to the environmental dimension of sustainable development to accelerate the implementation of commitments in the context of the decade of action and delivery for sustainable development, including a sustainable recovery from the COVID-19 pandemic, including through strengthened cooperation, taking into account the theme of the international meeting;

11. *Decides* that the organizational arrangements for the leadership dialogues will be as follows:

(a) The leadership dialogues will address the following themes:

Leadership dialogue 1: Reflecting on the urgent need for actions to achieve a healthy planet and prosperity of all;

Leadership dialogue 2: Achieving a sustainable and inclusive recovery from the coronavirus disease (COVID-19) pandemic;

Leadership dialogue 3: Accelerating the implementation of the environmental dimension of sustainable development in the context of the decade of action and delivery for sustainable development;

(b) Each leadership dialogue will be presided over by two Co-Chairs, one from a developing country and one from a developed country, to be appointed by the two Presidents of the international meeting;

12. *Invites* participants to share experiences and initiatives to protect our planet and contribute to sustainable development, including a sustainable, resilient and inclusive recovery from the COVID-19 pandemic;

13. *Invites* all relevant stakeholders, including women, youth, older persons, persons with disabilities, indigenous peoples and local communities, to contribute to the discussions of the international meeting and their preparation and to build momentum for a healthy planet for the prosperity of all;

14. *Invites* the Secretary-General to appoint the Executive Director of the United Nations Environment Programme as the Secretary-General of the international meeting;

15. *Requests* the Secretary-General of the international meeting to prepare by the end of March 2022 a concept note and draft background papers for each of the leadership dialogues for the international meeting before its preparatory meeting;

16. *Requests* the President of the General Assembly to convene a one-day preparatory meeting no later than April 2022, at UN HQ in New York, to be chaired by the co-hosts of the international meeting, with interpretation services on an as-available basis, with a view to considering the preparations for the leadership dialogues and other preparations for the international meeting;

17. *Recommends* the provisional agenda set forth in annex I to the present resolution for adoption by the international meeting;

18. *Decides* that the international meeting shall be organized in accordance with the organization of work set forth in annex II to the present resolution;

19. *Also decides* that the rules relating to the procedure and the established practice of the General Assembly apply, *mutatis mutandis*, to the procedure of the international meeting;
20. *Requests* the two Presidents of the international meeting to prepare a summary of the discussions, with the support of the Secretary-General of the international meeting, to be presented to the international meeting;
21. *Requests* the President of the General Assembly, with support from the United Nations Environment Programme, to finalize the organizational arrangements for the international meeting no later than April 2022;
22. *Decides* to invite to the international meeting and its preparatory meeting representatives of organizations and other entities that have received a standing invitation from the General Assembly pursuant to its relevant resolutions to participate, in the capacity of observer, in its sessions and work, on the understanding that such representatives would participate in the international meeting in that capacity;
23. *Invites* non-governmental organizations in consultative status with the Economic and Social Council with relevant expertise to register with the Secretariat to participate in the international meeting and its preparatory meeting;
24. *Invites* other relevant stakeholders, including organizations and bodies of the United Nations system, intergovernmental organizations, international financial institutions, other interested international bodies and non-governmental organizations, including those that have an interest in the field of the environment, civil society organizations, indigenous peoples' organizations, academic institutions, the scientific community, the private sector and philanthropic organizations, to seek accreditation in accordance with the provisions set forth in annex II to the present resolution, to participate as observers in the international meeting and its preparatory meeting;
25. *Decides* that accreditation to the international meeting shall be in accordance with the provisions set forth in annex II to the present resolution;
26. *Encourages* States and international donors, as well as the private sector, financial institutions, foundations and other donors in a position to do so, to support the preparations for the international meeting through voluntary contributions to a trust fund in support of preparations for the international meeting and to support the participation of representatives of developing countries in the international meeting.

*103rd plenary meeting  
10 September 2021*

## **Annex I**

### **Provisional agenda of the international meeting entitled “Stockholm+50: a healthy planet for the prosperity of all – our responsibility, our opportunity”**

#### **Stockholm, 2 and 3 June 2022**

1. Opening of the international meeting.
2. Election of the two Presidents.
3. Adoption of the agenda of the international meeting.
4. Election of officers other than the Presidents.
5. Organization of work.
6. Credentials of representatives to the international meeting:
  - (a) Appointment of the members of the Credentials Committee;

- (b) Report of the Credentials Committee.
- 7. General debate.
- 8. Leadership dialogues.
- 9. Outcome of the international meeting.
- 10. Adoption of the report of the international meeting.
- 11. Closure of the international meeting.

## **Annex II**

### **Proposed organization of work of the international meeting entitled “Stockholm+50: a healthy planet for the prosperity of all – our responsibility our opportunity”**

#### **Stockholm, 2 and 3 June 2022**

1. The international meeting entitled “Stockholm+50: a healthy planet for the prosperity of all – our responsibility, our opportunity” will be held in Stockholm, on 2 and 3 June 2022.

#### **I. Organization of work**

##### **A. Plenary meetings**

2. The international meeting will consist of a total of four plenary meetings, to be held as follows:

Thursday, 2 June: from 9.30 a.m. to 1 p.m. and from 3 to 6 p.m.

Friday, 3 June: from 10 a.m. to 1 p.m. and from 3 to 7 p.m.

3. The plenary meetings will be devoted to statements.

4. The list of speakers for the plenary meetings will be established on a first-come first-served basis, with the customary protocol that ensures that Heads of State or Government speak first, followed by other heads of delegation. The European Union will be included in the list of speakers. Detailed arrangements will be communicated in a timely manner through a note by the Secretariat. The time limit for the statements will be three minutes for individual delegations and five minutes for statements made on behalf of a group of States.

5. At the opening segment of the international meeting, to take place during the first plenary meeting, to be held on the morning of Thursday, 2 June, consideration will be given to all procedural and organizational matters, including the adoption of the agenda, the election of the two Presidents of the international meeting, the election of officers, as appropriate, the appointment of the members of the Credentials Committee, arrangements for the preparation of the report of the international meeting and other matters. The opening segment shall include a commemorative moment dedicated to the United Nations Conference on the Human Environment, held in Stockholm from 5 to 16 June 1972. At the first plenary meeting, on the morning of Thursday, 2 June, statements will be made by the Presidents of the international meeting, the Secretary-General of the United Nations, the President of the General Assembly, the President of the Economic and Social Council and the Secretary-General of the international meeting.

6. The plenary meetings will also hear statements from representatives of other intergovernmental organizations, international financial institutions, international bodies, the United Nations specialized agencies, funds and programmes, as well as major groups and other stakeholders in accordance with the practices of the General Assembly.

7. At the final plenary meeting, to be held on Friday, 3 June, the summary of discussions will be presented by the Presidents of the international meeting.



8. The plenary meetings will run in parallel with the leadership dialogues, unless otherwise specified in the present resolution.

### **B. Leadership dialogues**

9. The international meeting will include three leadership dialogues, to be held in parallel with the plenary meetings, as follows:

Thursday, 2 June: from 3 to 6 p.m.

Friday, 3 June: from 10 a.m. to 1 p.m. and from 3 to 6 p.m.

10. Summaries of the leadership dialogues should be presented to the international meeting at its closing plenary meeting and be included in the final report of the international meeting.

## **II. Credentials of representatives to the international meeting: appointment of the members of the Credentials Committee**

11. The Credentials Committee will be appointed in accordance with the rules of procedure of the General Assembly. Its composition shall be based on that of the Credentials Committee of the General Assembly at its seventy-sixth session.

## **III. Accreditation: institutional stakeholders**

12. Relevant intergovernmental organizations, international financial institutions and international bodies that were accredited to the United Nations Conference on Environment and Development, the World Summit on Sustainable Development, the United Nations Conference on Sustainable Development, the United Nations summit for the adoption of the post-2015 development agenda, the high-level UN Conference to Support the Implementation of Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development, the intergovernmental conference on an international legally binding instrument under the United Nations Convention on the Law of the Sea on the conservation and sustainable use of marine biological diversity of areas beyond national jurisdiction, the 2020 preparatory meeting for the United Nations Conference to Support the Implementation of Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development and to previous United Nations conferences on the sustainable development of small island developing States, held in Barbados, Mauritius and Samoa, as well as those invited to participate in the sessions of the United Nations Environment Assembly, may participate in the deliberations of the international meeting and its preparatory meeting, as appropriate.

13. Interested intergovernmental organizations that were not accredited to the conferences and summits listed in paragraph 12 above may apply to the General Assembly for accreditation following the established accreditation procedure.

## **IV. Accreditation: non-governmental organizations and other stakeholders**

14. The non-governmental organizations and major groups as identified in Agenda 21,<sup>11</sup> in consultative status with the Economic and Social Council, those that were accredited to the conferences and summits listed in paragraph 12 above, as well as non-governmental organizations that have an interest in the field of the environment and were invited to the previous sessions of the United Nations Environment Assembly, shall register in order to participate.

15. The President of the General Assembly shall also draw up a list of other relevant non-governmental organizations, civil society organizations, academic institutions, the scientific

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<sup>11</sup>*Report of the United Nations Conference on Environment and Development, Rio de Janeiro, 3–14 June 1992*, vol. I, *Resolutions Adopted by the Conference* (United Nations publication, Sales No. E.93.I.8 and corrigendum), resolution 1, annex II.

community, the private sector and philanthropic organizations, which may participate in the international meeting and the preparatory meeting, taking into account the principles of transparency and of equitable geographical representation, with due regard for gender parity, and shall submit the proposed list to Member States – for their consideration on a non-objection basis and to bring the list<sup>12</sup> to the attention of the General Assembly before the preparatory meeting and, in any case, no later than February 2022, for a final decision by the Assembly on participation in the international meeting and the preparatory meeting.

16. The provisions of paragraph 15 of General Assembly resolution [67/290](#) of 9 July 2013 shall apply mutatis mutandis to the international meeting and its preparatory process.

## **V.Secretariat**

17. The Secretary-General of the international meeting will serve as the focal point within the Secretariat for providing support to the organization of the international meeting, in cooperation with the representatives of the Presidents and Vice-Presidents.

## **VI.Documentation**

18. The official documentation of the international meeting will include documents issued before, during and after the international meeting.

19. It is recommended that the international meeting adopt a report consisting of the procedural decisions of the international meeting, a brief account of the proceedings and a reportorial account of the work of the international meeting and the action taken at the plenary meetings.

20. The summary of the plenary meetings and the leadership dialogues should also be included in the report of the international meeting.

## **VII.Organization of parallel meetings and other events of the international meeting**

21. Parallel meetings and other events, including those of major groups and other stakeholders, may be held during the same hours as the plenary meetings and leadership dialogues, space permitting. Interpretation services will be provided for such meetings, as available.

## **VIII.Side events**

22. Side events, including briefings, seminars, workshops and panel discussions on issues related to the theme of the international meeting, will be organized by participants in the international meeting. Guidelines for organizing such events and the calendar of those events will be made available on the website of the international meeting.

## **IX.Media coverage**

23. Press materials will be prepared by the Department of Global Communications of the Secretariat for journalists covering the international meeting. In addition, regular press releases will be issued on the results of plenary meetings, leadership dialogues and other events. All relevant documentation will be made available on the website of the international meeting.

24. The plenary meetings, the leadership dialogues and the press conferences will be broadcast live to the media area. A programme of special media briefings and press conferences will be announced.

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<sup>12</sup> The list will include proposed as well as final names. The general basis of any objections, if requested by one or more States Members of the United Nations or members of the specialized agencies, will be made known to the Office of the President of the General Assembly and the requester.