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Preparatory Committee for the United Nations Conference on Housing and Sustainable Urban Development (Habitat III)

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Item 5 (b) of the provisional agenda*

Organizational matters: arrangements for accreditation and participation of major groups and other relevant stakeholders in the preparatory process and in the United Nations Conference on Housing and Sustainable Urban Development (Habitat III)

Arrangements for accreditation and participation of major groups and other relevant stakeholders in the preparatory process and in the United Nations Conference on Housing and Sustainable Urban Development (Habitat III)

Note by the secretariat

I. Background

1. The General Assembly, in resolution 67/216, encouraged effective contributions from and the active participation of all relevant stakeholders, including local governments, major groups as identified in Agenda 21, the relevant United Nations funds and programmes, the regional commissions and specialized agencies, the international financial institutions and other Habitat Agenda partners, at all stages of the preparatory process for the Conference on Housing and Sustainable Urban Development (Habitat III) and at the Conference itself.
2. In the same resolution, the General Assembly requested the Secretary-General of the Conference to make proposals to the Preparatory Committee on improved participation of local authorities and other stakeholders in the preparatory process and the Conference itself, building on the positive experience enabled by the rules and procedures of the Governing Council of the United Nations Human Settlements Programme (UN-Habitat) and the inclusive engagement modalities of the second United Nations Conference on Human Settlements (Habitat II).
3. The General Assembly also decided that the Preparatory Committee, when considering the rules of procedure of the Committee and the provisional rules of procedure of the Conference, would take into

* A/CONF.226/PC.1/1.

consideration the rules of procedure of Habitat II endorsed by the Assembly in its resolution 50/100 and the established practice of the Assembly.

4. The following arrangements for accreditation and participation of major groups and other relevant stakeholders in the preparatory process and in Habitat III will apply.

II. Accreditation criteria and procedures for organizations in consultative status with the Economic and Social Council

5. Interested non-governmental organizations and major groups, including local authorities and other stakeholders, whose work is relevant to the subject of the Conference, that are currently in consultative status with the Economic and Social Council and wish to participate in the Conference or in sessions of its Preparatory Committee should pre-register on the website of the Conference.

III. Accreditation criteria and procedures for organizations without consultative status with the Economic and Social Council

6. Those non-governmental organizations and major groups not in consultative status with the Economic and Social Council but wishing to attend and to contribute to the Conference and its preparatory process may apply to the Conference secretariat for that purpose. Such special accreditation will be limited solely to the Conference and its preparatory process.

7. The application requires the submission of the following information:

- (a) Name of the organization and pertinent contact information, such as address and main contact details;
- (b) Purpose of the organization;
- (c) Programmes and activities of the organization in areas relevant to the subject of the Conference, indicating in which country or countries they are carried out;
- (d) Confirmation of the activities of the organization at the national, regional or international levels;
- (e) Copies of annual or other reports of the organization, with financial statements and a list of financial sources and contributions, including governmental contributions;
- (f) A list of the members of the governing body of the organization and their countries of nationality;
- (g) A description of the membership of the governing body of the organization indicating, as appropriate, the total number of members and, where applicable, the names of organizations that are members and their geographical distribution;
- (h) A copy of the constitution and/or by-laws of the organization;
- (i) A completed online registration form.

8. The registration of municipal and other local or regional authorities can be arranged under the auspices of an accredited non-governmental organization or as members of a national delegation through its permanent mission to the United Nations.

9. The deadline for submitting accreditation applications for the first Preparatory Committee is 31 August 2014. For the second and third sessions of the Committee, the deadline is two months before the opening of the sessions, and for the Conference itself, four months before.

10. Applications for special accreditation should be made online at the website of the Conference. The Conference secretariat, with support from the United Nations Non-Governmental Liaison Service and others, as appropriate, will review the relevance of the work of the applicants on the basis of their background and involvement in sustainable urban development issues. If the evaluation shows, on the basis of the information provided, that the applicant organization is competent and its activities relevant to the work of the Conference, the Conference secretariat will recommend to the Preparatory Committee, for its decision, the accreditation of the organization. In cases where such recommendation is not made, the

Conference secretariat will make available to the Preparatory Committee the reasons why. The Conference secretariat will submit its recommendations to the Preparatory Committee for review and endorsement.

11. An organization that has been granted accreditation to attend a session of the Preparatory Committee may attend all of its future sessions and the Conference itself.

IV. Modalities for participation in the preparatory process and the Conference

Participation in sessions of the Preparatory Committee

12. Representatives of accredited organizations may address the Preparatory Committee in plenary meetings. Given the short duration of each session of the Preparatory Committee, however, it is requested that statements be made available in writing for electronic distribution.

Participation modalities at the Conference

13. Accredited organizations will have direct access to the official Conference venue. For security and safety reasons, on some days of the Conference a limit on the number of major group participants may need to be established. The Conference secretariat will inform the major groups regarding these arrangements through the Conference website.

14. A small but representative number of participants from major groups will be invited to address the Conference in plenary meetings. Individual speakers will be identified through the self-organized mechanisms of the major groups, in coordination with the President of the Conference, through the Conference secretariat.

15. At the Conference, a number of stakeholder events and activities are expected to take place. The details and topics of those events will be announced at a later date.
