

NGO-UNESCO LIAISON COMMITTEE – 13th LC MEETING MINUTES
Tuesday, 15 November 2022 – 4:00 – 6:00 pm CET

NGO Members	Representative(s)
	Davide Grosso (DG) – President/Chairperson
ACWW	Nick Newland (NN) – Communications Officer
IFBPW	Marie-Claude Machon-Honoré (MCMH) – CCNGO Liaison
CCIVS	Victoria Lovelock (VL) – Vice President
CLADE	Nelsy Lizarado (NL)
CIOFF	Jean Pascal Mariot (JPM)
CMA	Alexandre Ginoyer (AG) – International Days Alternate: Pat McCann (PM)
ICASE	Teresa Kennedy (TK) – Executive Secretary
Sozopol Foundation	Petya Zelenski (PZ)
WOSM	Célie Denez (CD) Joshua Marikopo (JM)
UNESCO	Sabina Colombo (SC) Armin Ibrisimovic (AI)
Absent/Excused	CIOFF, Philippe Beaussant (PB) – Treasurer FAPE, Christian Grégoire Epouma (CGE)
LC Dropbox – All committee documents are stored in this shared area. Documents will be identified with reference to their respective Folder during each meeting. For this meeting, access the folder entitled Documents for Meetings; September 2022 .	
Decisions taken - Actions for Committee Members - Actions for Paris Office	

1. Opening – 4pm CET – 11th Meeting of the NGO Liaison Committee

DG thanked everyone for connecting, noted that the agenda was sent in advance, and that all corresponding documents for the meeting are in the dropbox.

2. Adoption of the agenda - Dropbox - Documents for Meetings; October 2022.

DG noted that each meeting will only

Agenda unanimously approved.

3. Adoption of the minutes of the last meeting - Dropbox Folder 3.

Additions sent via email by MCHM were added.

Minutes of the September 2022 meeting unanimously approved.

4. Work Program – Follow Up on Recommendations

4.1. ICNGO 2022

Election – A document has been placed in the Dropbox listing all Candidates received by the deadline for the upcoming election, along with their supporting documentation. Many candidates have been submitted interest in LC positions showing increased engagement of NGOs.

After having examined and discussed in depth the documents submitted and the procedures, it was noted that for the election of the LC, 1 NGO sent an incomplete form after the deadline while concerning the election of the Chair, one form was incomplete.

The LC decided unanimously that these two candidatures cannot be approved.

In one case, an NGO sent one form before the deadline and an additional one after the deadline.

The LC decided to retain only the one sent before the deadline.

SC confirmed that there is no need for a second call for candidates as all regions are covered. The Secretariat is working on the same system (Election Buddy) used for the election at the last ICNGO which ensures the highest levels of integrity. According to the Rules of Procedures: four tellers must form an election team to validate results. CD agreed to assist VL as a teller.

Action: DG proposed that the VP of the LC (VL) will manage the correspondence of elections, sending validation letters to accepted candidates and letters to those who are not to explain why. VL will also obtain all videos and other supporting documents as well as oversee the election process during the event (video and supporting documents from LC Chair candidates and letter and/or video from LC member candidates). All documents will also be posted on the website with assistance from NN.

Action: VL accepted the responsibility. Two additional tellers will be identified prior to the meeting. The members of the Secretariat will assist with the election platform and logistics, following the same timeline for voting as past elections. VL and CD will liaise with SC.

Preliminary Programme of the CCNGO discussed. Refer to document in the Dropbox. DG: It is extremely important that we leave at a minimum 15 minutes at the end of each session to take comments from the floor.

Action: All final titles need to be sent to DG by this Friday, 18 November. Final titles will be provided to SC soon thereafter.

Preparation of the Draft Activity Report: The report will be sent via email to all NGOs one week prior to the event with a request to provide any major comment for consideration. The report will be presented, with all comments, on the first day of the conference, for consensus (as written in the Rules for Procedure). A vote was implemented at the last ICNGO only due to the event taking place online due to COVID.

All members of the LC are expected to contribute to the final report. DG shared the outline (summary below) and discussed section assignments. The expected length of each section has been noted on each section. Draft document located in the DropBox.

- **INTRO and RECOMMENDATION ADOPTED IN 2020: DG**
- **INTRO + MAIN POINTS + LINK + STRATEGY: TK**
- **INTELLECTUAL COOPERATION WITH UNESCO: DG & TK** (General intro + Recc 1974 + Webinar Ocean + Forum Korea):
- **REGIONAL WEBINARS: VL & NL** (Report + numbers + future)
- **COMMUNICATION: NN** (New website + ngo space + social media)
- **FORUMS: NN** (Global Citizenship); **TK** (Indigenous Languages and Oceans); **MCHM** (Webinar on STIE)
- **YOUTH ENGAGEMENT: TT & NS** (Group UNESCO 75th + plans for the future)
- **STRENGTHENING PARTNERSHIP: DG** (Consultative group of Chairs); **NN & NS** (Working group NAT COMM); **VL** (Survey on impl directives); **AG & PM** (Revision of work procedures, code of conduct)
- **CCNGO: MCHM**
- **INTERNATIONAL DAYS: AG**
- **LC Space at General Conference: DG**
- **PNG COMMITTEE: DG**
- **MEETINGS OF THE LC: TK**
- **FINANCES: PB & JPB.** [Note: JPM may need to represent PB who has been given new assignments at his organization.]
- **CONCLUSION: DG, VL, & TK**

Action: All LC members are requested to please send assigned section of the Report to DG by Monday, 28 November.

4.2 Forum on the Decade of Indigenous language & Oceans

NN summarized the work being done to mobilize local attendance and securing speakers from the sectors and UNESCO. DG thanked all who have provided input into the planning and again invited all who are not able to attend to follow the event online.

Action: Please encourage attendance to all NGO and colleagues.

4.3 Revision of Code of Conduct, Working Procedures, Guide of the Forum

Two articles and the footnote area of the document were finalized and approved.

Article 10: The quorum for a meeting to take place shall consist of at least half of the members of the Committee plus the Chair.

The sentence proposed by PM at the October LC meeting was incorporated into the document:

Article 12: In case there should be a vote held and approved during a duly convened meeting that has less than the aforementioned quorum, the Chair of the meeting will circulate an email to the absent members asking them to also vote on the matter within 72 hours. The vote on the proposition will be final when the voting period has expired and all votes counted.

5. Updates

SC reminded all to complete the registration form to participate in the ICNGO.

6. AOB – Questions none

7. Next Meeting: TBD

A Doodle poll will be sent out to determine the date of the next meeting.

End of meeting: 6:15 pm CET - Paris

Minutes respectfully submitted by Teresa Kennedy, LC Executive Secretary, 11/15/2022.