



## **Code of conduct of the NGO-UNESCO Liaison Committee**

### **Preamble**

The NGO-UNESCO Liaison Committee, as established by the Directives concerning UNESCO's partnership with non-governmental organizations of 2011 (LC), shall:

- represent NGOs Official Partners to UNESCO (NGOs), in a fair and unbiased way, and in accordance with the mandate it was given by the International Conference of NGOs (ICNGO), in its collective interactions with the Secretariat and the Member States and the UNESCO community at large;
- engage with UNESCO (Member States, Secretariat, all related entities and networks), public, funders, donors and other interested parties that share common values and the concern for the presence and the role of NGOs at UNESCO;
- work beyond borders of politics, ideology, creed, culture, race, ethnicity, gender or any other power differentials;
- be open and accessible to public scrutiny regarding its governance structure, activities, projects, policies that it may propose or oppose;
- share the source and use of its financial resources;
- be accountable for its actions and decisions to NGOs and to the public at large.

Any NGO candidate to the LC, or any individual candidate to the Presidency of the ICNGO implicitly agrees to the principles and rules of this Code of Conduct, and commits him or herself to follow such rules or principle, if he or she is elected.

### **Integrity and Trust**

- The LC shall act independently yet collaboratively in accordance with the principles, objectives and values of UNESCO. It shall govern itself autonomously, according to its governance structure and working procedures adopted by the ICNGO, and keep control over its own activities, which shall be consistent with its mission.
- The LC will guarantee total confidentiality to any information brought to its attention by any NGO, when so requested by that NGO.
- Representatives of NGOs who serve as members of a Permanent Delegations of Member States, or of the Secretariat may not serve on the LC.

- Representatives of NGOs will serve on the LC on a voluntary basis. No fund held by the LC is to personally benefit its members nor any private individual, outside of mandates duly decided by the LC.
- LC members shall endeavor to be present in all LC meetings, if possible, and participate in the activities, whether in virtual or face to face, and fulfill the tasks he or she has been entrusted with.
- Members of the LC shall raise, in due course, any possible conflict of interest between their personal situation, on one hand, and their membership in the LC as representatives of their NGOs, on the other hand, each time such conflicts may arise when decisions are made by the LC, or during their implementation. This clause shall also apply to the President of the LC.

### **Communication**

- Through its website or through any other communication mean, whether physical or digital, the LC shall make available to the NGOs and to the general public its activity reports, its financial report and the minutes of its meetings.
- As may be possible, all official texts and general communication shall be circulated or published in English and in French.

### **Financial Matters and Fundraising**

- Financial procedures shall be established and implemented for the receiving and the disbursement of funds, with a view to avoid any possible undue benefit to LC members.
- The LC shall only accept funding that is consistent with its mission, that does not compromise its principles, and that does not restrict its ability to address relevant issues freely, thoroughly and objectively.

### **Partnership and Collaboration**

- The LC shall collaborate with entities when such relationship is consistent with its mission.
- The LC shall enter into agreements with governmental or intergovernmental bodies only when such agreement will be beneficial to its objectives and to the UNESCO and when it does not jeopardize its independence.

### **Spirit of collaboration between LC members**

- LC members will act towards other LC members and any other person in a spirit of respect, transparency, and will look to build trust in the relationship both bilaterally and collectively.
- LC members will respect views of other LC members in discussions at meetings whether physical or by any virtual means of communication, and will contribute in a positive and constructive spirit to collective decision processes in the interest of the NGOs.
- The President of the LC shall take advice from other LC members when decisions are to be made on substantial matters and will then make his/her best efforts to reach consensus. If no consensus can be reached, decisions will be taken by vote with a casting vote of the President.
- The flow of information between the LC members will be as wide and free as possible to ensure a well-informed decision process, and constructive evaluations and assessments to facilitate the activities and any analysis undertaken by the LC collectively and by its members individually.

- LC members will bring support and advice in a collaborative spirit to the President and to other LC members in the implementation of LC decisions.
- LC members will respect confidentiality on discussions which took place during meetings, in plenary or in any other of its bodies.
- LC members will individually and as a group endeavor to resolve any relation problems amongst them that could be detrimental to the work, the image or the general conviviality within the LC.

*Adopted by the International Conference of NGOs Official Partners to UNESCO on December 16, 2020*