

NATIONAL HUMAN RIGHTS INSTITUTIONS PARTICIPATION IN THE 61st SESSION OF THE COMMISSION ON HUMAN RIGHTS

1. Accreditation

National human rights institutions (NIs) and/or associations of NIs will be accredited by the Secretariat of the Commission provided that a letter requesting such accreditation is sent by that institution/association (and not by the Government of the institution). This must be on the letterhead of the institution. The signed letter should be sent to the attention of:

Mr. Orest Nowosad, Coordinator, National Institutions Unit
Phone: +41-22-917 92 23; Fax: +41-22-917 90 18; E-mail: onowosad@ohchr.org

NIs may receive their accreditation at Villa Les Feuillantines, Avenue de la Paix 13, Geneva from 0800-1700 during the time of the Commission (please bring a copy of your accreditation request). NIs and associations of NIs, as at the 60th Session of the Commission, will have a badge of a particular colour indicating that they are NIs¹.

2. Participation

As at the 60th Session of the Commission a certain number of seats will be reserved for members of NIs from which they may make their statements under agenda item 18(b).

3. Speakers

NIs and/or associations of NIs will be permitted to attend any part of the Commission but will only be permitted to speak under agenda item 18(b) for a period not to exceed 7 minutes (as determined formally by the Bureau of the Commission). NIs and/or associations of NIs may request to be placed on the speaker's list under agenda item 18(b) either through the signed letter requesting accreditation or personally at any time from the start of the Commission.

4. Oral statements

The Chair of the Commission will be provided by the Secretariat with a note to be read during the Commission enabling NIs to have their statements under agenda item 18(b) distributed (**NIs will be required to provide to the Secretariat 250 copies of their statements plus 20 copies for the interpreters; the Secretariat will not be able to undertake photocopying of statements**).

5. Documentation

In accordance with the decision adopted by the Commission at its fifty-seventh session (E/2001/23-E/CN.4/2001/167, para.22), information or conclusions received from NIs **on their regional meetings**, if requested, may be circulated as documents of the Commission. Those documents will be reproduced as received, in the language(s) of submission only, and issued under the symbol number E/CN.4/200.../NI/....

¹ According to past practice of the Commission, such accreditation would have no bearing on the status of the institutions as Paris-Principle based ones - this being an issue determined by the Accreditation Sub-Committee of the International Coordinating Committee.

a. Length of documents

Documents submitted by NIs on their regional meetings, should not exceed the maximum established limit for all UN documents which is 20 single-spaced pages, including annexes and footnotes.

b. Submission procedure

All such documents should be sent by e-mail to the National Institutions Unit (jbroussin@ohchr.org and mhaugaard@ohchr.org) which will ensure that all directives on documentation are strictly applied before final submission to the Documents Processing Unit.

c. Deadline for submission

Bearing in mind the dates of sessions of the Commission (14 March to 22 April), the deadline for submission of documents to the National Institutions Unit is set at 28 February 2005. No exceptions shall be made.
