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MEDITERRANEAN ACTION PLAN

Meeting of the MAP Focal Points

Athens, Greece, 7-10 July 2009

Draft decision on

MAP/Civil society cooperation and Partnership

UNEP/MAP
Athens, 2009

Draft decision on

MAP/Civil society cooperation and partnership

The 16th Meeting of the Contracting Parties

Recalling the goal and the objectives of the Mediterranean Action Plan and the Barcelona Convention for the Protection of the Marine Environment and the coastal region of the Mediterranean as amended in Barcelona in 1995, herein after referred to as the Barcelona Convention, to ensure environmental protection and promote sustainable development of the Mediterranean Sea area and its coastal zone;

Considering that the achievement of this goal and the fulfilment of these missions can be better realised with constant awareness and support from civil society in particular the NGOs and the public according to art. 15 and 17(IV) of the Barcelona Convention;

Recalling that, in this spirit, MAP has, since it was established in 1975, developed fruitful working relations with civil society organisations since it first establishment 1975 by creating the observer and partner status for non-governmental organisations according to art. 20-1-b of the Barcelona Convention;

Recalling the recommendations agreed by the 11th and 12th Meetings of the Contracting Parties held respectively in Malta, 1999 and Monaco, 2001 with regard to MAP/NGO cooperation, its objectives, priority actions and admission criteria;

Recognising that a number of activities in MAP's Programme of Activities have been carried out in partnership with national, regional and international NGOs, and their participation on an equal footing as members of the MCSD;

Wishing, through the present decision, to take account of the active and constructive role of the international, regional and national NGOs in the MAP/Barcelona Convention system including the MCSD/MSSD, in particular of the contribution to achieve their objectives; further, to recognise this cooperation especially by underlining its partnership character in order to promote the implementation of the Barcelona Convention and its Protocols and of the MSSD;

Hereby decides to adopt

a) *the rights and duties of MAP partners as described in the Code of Conduct for MAP partners contained in annex I to this decision;*

b) *criteria and a procedure for admission as MAP Partners of the international, civil society organisations/NGOs as well as national and local non governmental organisations.*

The 16th meeting of the Contracting Parties invites the Contracting Parties to cooperate and encourage the MAP partners to promote the further implementation of the Convention and its Protocols as well as of the MSSD at the international, national, and local levels.

The 16th meeting of the Contracting Parties requests the Secretariat to:

a) Undertake an assessment of the current list of MAP partners on the basis of the newly adopted admission and partnership renewal criteria and procedure with a view to submitting the updated list for consideration and approval by the meetings of the Bureau during the next biennium, subject to endorsement by the 17th meeting of the Contracting Parties in 2011;

b) Facilitate in coordination with the MAP components the implementation of the Code of Conduct of MAP partners by implementing all the actions referred to therein as responsibilities of the Secretariat;

c) Provide financial and technical assistance to the MAP partners from the developing Mediterranean countries with a view to further strengthening their capacities and contribution to the achievement of the objectives of MAP/ Barcelona Convention and its Protocols as well as of the MSSD objectives.

Annex I

Code of conduct

NGOs already accredited as observers with and Partners of MAP, in conformity with Article 20 of the Barcelona Convention and any NGOs to be accredited in the future, undertake the commitment to respect of their own free will the present Code of Conduct by putting their signature at the bottom of this document next to the signature of the Secretariat of the Barcelona Convention.

[This signature is witness to their commitment to respect the basic principles of good conduct which are necessary for the dissemination, promotion and implementation of the policies, strategies and programmes emanating from the Barcelona Convention and its Protocols, as well as the decisions of the Meetings of the Contracting Parties.]

The objective of the Code of Conduct is to guarantee a common deontology to guide the partnership between MAP and the NGOs and give greater visibility to the reciprocal commitments of both the NGOs and the Organization.

MAP Partners Duties

1. NGOs include in their programmes of activities the objectives pursued by MAP and it components as expressed in the Barcelona Convention and its Protocols, in the resolution of the Mediterranean Commission on Sustainable Development (MCSD) and in the decision of the Meetings of the Contracting Parties;

2. In order to reinforce the spirit of solidarity among the peoples of the Mediterranean, NGOs contribute to the raising of awareness and information of their members and more generally of the public, in order to make better known the objectives of the Barcelona Convention and its Protocols as well as the achievements of MAP;

3. To this effect, NGOs organize meetings or specific events, disseminate data and publish documents concerning MAP activities;

4. NGOs regularly inform the Secretariat and the various MAP programmes and RACs about their activities as well as their contribution to achieving the objectives of MAP, mainly by sending them their information bulletins and other publications and by inviting them to participate in their ordinary meetings and other activities;

5. NGO’s work to promote and reinforce compliance with the Barcelona Convention and its Protocols and to contribute to their implementation with the support of NGOs at the local, national and international levels.

6. NGOs strive to build a partnership with other stakeholders, especially the private sector, other NGOs and public authorities, with a view to undertaking promotion activities relating to the implementation of the Barcelona Convention and its Protocols;

7. NGOs strive to develop environmental learning and training activities in the Mediterranean countries, in connection with MAP’s objectives and activities;

8. NGOs strive to develop relationships and joint actions between the NGOs of the North of the Mediterranean and those of the South;

9. According to their expertise and specific experience at local, national or regional levels, NGOs put to the disposal of MAP their know-how and expertise by providing advice or counsel and by participating in MAP surveys, activities or publications;

10. NGOs regularly keep abreast of MAP's activities, and projects by using available sources, especially the various internet sites;

11. NGOs provide of their own accord or at the request of the various MAP bodies any information, documentation or report relating to subjects under study to both the Secretariat and the various programmes and RACs;

12. NGOs regularly submit to the Secretariat a report on their activities, their decision-making structures, their funding sources and the contribution they make to MAP's activities;

13. NGOs maintain continuous relationships with the various MAP Focal Points in the countries where they are present;

14. NGOs contribute and participate regularly in an active manner in the MAP meetings and other activities to which they are invited;

15. In general terms, NGOs respect the ideas and opinions expressed by others and refrain from comments, types of behavior or any verbal or written action which might infringe upon the rights of others expressing differing points of view;

16. NGOs must not use the opportunity of MAP meetings to express political or religious views.

MAP Partners Rights

1. NGOs may formulate comments, constructively criticize or make proposals on the activities of MAP and the Contracting Parties;

2. NGOs may make written presentations on topics relating to their competence during meetings and conferences. The decision to distribute such documents rests with the Secretariat, if distribution is decided, the documents may be included in the MAP website;

3. NGOs may take the floor during meetings and conferences with the agreement of the session chairperson. They do not have the right to vote.

4. The points of view of NGOs as expressed in the meeting must be reflected in the official report of that meeting;

5. NGOs have the right to be informed. To this purpose they are sent by Internet all documents prepared by the various MAP bodies which are likely to be of interest to them;

6. NGOs have the right to participate by being given sufficient time to send their written contributions. In this connection they may be consulted by the Secretariat and the various MAP bodies on MAP strategies, plans, programmes and projects;

7. NGOs are associated as closely as possible to the various phases of preparation and follow-up of MAP's programmes and actions;

8. NGOs may submit in writing to the MAP Secretariat general or specific comments and suggestions on topics within their competence, concerning the implementation of MAP's objectives. The Secretariat informs the Bureau accordingly;

9. NGOs are invited to participate in seminars, colloquia and conferences organized by the various MAP bodies;

10. NGOs have at their disposal one page of the "MEDWAVES" bulletin for their activities. This bulletin is sent to them free of charge;

11. NGOs are invited to appoint their representatives at the periodic meetings of accredited NGOs, especially prior to the Meeting of the Contracting Parties;

12. Agreements may be concluded between the Secretariat or MAP bodies and the NGOs considered the most directly concerned/competent, in order that the latter may contribute to the execution of tasks within the framework of the MAP programme. However, the MAP/NGO partnership in no way implies the automatic granting of financial assistance;

13. NGOs may at any point renounce the accreditation accorded to them by addressing a written notification to the Secretariat;

14. Non-compliance with the Code of Conduct constitutes a reason for the non-renewal of accreditation;

15. In case of a complaint or dispute regarding the rights and duties of NGOs within the MAP framework between an NGO and the MAP bodies, a written complaint may be lodged with the Secretariat by the NGO involved. The Secretariat strives to resolve the conflict and, if necessary, calls in a mediator appointed by the Bureau.

Annex II

Criteria for accreditation, renewal, withdrawal of accreditation and the relevant procedures

Part I: General Criteria

Two categories of NGOs are eligible to be granted the observer status

- *NGOs with participatory status, which would apply exclusively to international and regional (Mediterranean region) NGOs;*

- *NGOs with partnership status, which would apply exclusively to national and local NGOs from the Mediterranean riparian states.*

Both categories of NGOs should satisfy the following general criteria

a) *to be representative in the field(s) of their competence and fields of action shared by the Mediterranean Action Plan;*

b) *to be able, through their work, to support the achievement of the objectives of the Mediterranean Action Plan/Barcelona Convention and its Protocols;*

c) *to be able to make known the work of the Mediterranean Action Plan/Barcelona Convention and its Protocols in the region and or their respective country.*

d) *to be capable of contributing, through a specific project or programme, to the implementation of MAP/Barcelona Convention and its Protocols programme of activities;*

e) *to be capable of contributing, through a specific event or manifestation linked to a Mediterranean Action Plan field of activity, to public awareness-raising;*

f) *to be capable of providing, through their specific activity or experience, expert advice on the definition of Mediterranean Action Plan policies, programmes and actions.*

g) *to be capable of regularly disseminating information to their members, where applicable on the standards, activities and achievements of the Mediterranean Action Plan/Barcelona Convention in their own field(s) of competence;*

h) *to be capable of furnishing, either spontaneously or at the request of the Mediterranean Action Plan's different bodies, information, documents or opinions relating to their own field(s) of competence.*

Part II: Accreditation Criteria and Procedures

Accreditation

The following criteria apply to international and national/local NGOs:

- to have legal status; terms of reference, objectives and scope of activities related to one or more of MAP's areas of activity and to the scope of the Convention and its Protocols;
- to have existed for at least 4 years; -

- to submit financial and activity reports from the last two years; -
- to operate democratically;
- [To have their headquarters or office in a Mediterranean country]; -
- To demonstrate proof of general or specialised, technical or scientific competence on issues related to the activities of MAP, the Barcelona Convention and its Protocols; -
- To demonstrate what contributions the NGO could make to MAP and the Convention and Protocols.

The following specific criteria apply to national/local NGOs:

- NGO objectives genuinely related to the marine environment and coastal zones;
- NGOs participating or wishing to participate in specific national or local programmes or projects on the implementation of the objectives of the MAP/Barcelona Convention and its Protocols

Accreditation procedure:

- The request is sent to the Secretariat 6 months before a MOP by an NGO or through a proposal from a RAC/MEDPOL with the consent of the concerned NGO. The request is made using the application form attached as Appendix to this Annex.
- RACs' opinion sought
- Draft Secretariat proposal submitted to MAP focal points
- Decision of the Bureau
- Decision forwarded to the Contracting Parties meeting for endorsement/confirmation
- Tacit consent of the Contracting Parties meeting

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Renewal of accreditation:

- Every 6 years, NGO observers ask the Secretariat to renew their accreditation
- The request should show what contribution the NGO has made to MAP activities and projects as well as its attendance at meetings/events

Accreditation renewal procedure

- The request is sent to the Secretariat at least 6 months before the 3rd MOP, otherwise the NGO is seen as relinquishing its accreditation
- Opinion of the Bureau and RACs
- Draft Secretariat proposal
- Forwarded to the meeting of the Contracting Parties
- Renewal approved by the meeting of the Contracting Parties

Withdrawal of accreditation

Following a hearing with the NGO in question, the Secretariat may withdraw accreditation if it deems that the NGO no longer meets the accreditation criteria, doesn't respect the code of conduct or has shown no interest in MAP's activities

Total lack of participation in MAP meetings and activities over a period of 4 years will lead to the accreditation being automatically cancelled following a hearing with the NGO in question

Part III General Issues

List of NGOs observers/MAP partners

The secretariat shall draw up a list of MAP's observer partners and update it for each Meeting of the Contracting Parties, drawing a distinction between:

- *Intergovernmental observers according to article 8.1-A of the Rules of Procedure*
- *NGO observers according to article 8.1-B, divided into two categories (NGOs with participatory status and NGOs with partnership status)*

Participation in MAP activities

- *Art. 8-2 of the Rules of Procedure applies as a matter of principle to international/regional NGOs with no special authorisation being requested. These meetings include the various meetings of the focal points.*
- *Exceptionally, and depending on agenda being of potential interest to the national/local NGOs, the latter may request special authorisation from the Secretariat to attend a meeting or conference which is of direct concern to them.*
- *Both categories of the NGOs accredited as observers are entitled to be appointed as members of the Mediterranean Commission on Sustainable Development in accordance with the Commission's Rules of Procedure.*
- *According to art.8.1.B and 8.2 of the Convention's Rules of Procedure and in addition art. 5 of the Rules of Procedure of the Mediterranean Commission on Sustainable Development, NGOs accredited according to the afore-mentioned provisions may be represented by observers at meetings of the Commission, with the consent of its Steering Committee.*
- *Accredited NGOs may be invited to attend RAC meetings and the steering groups for RAC activities.*
- *Proposals made by an NGO may be put to the vote if supported by a Contracting Party [State]*
- *The other forms of participation and partnership are laid out in the code of conduct on rights and duties of MAP Partners*

Appendix
Application form for NGOs observers/MAP Partner status

Please send your completed form and required documents by email to medu@unepmap.org
Postal address

Part A - General information

1. Name and acronym of the organisation in English and French

2. Address of the Headquarters

   Street

   Town

   Country

   Telephone

   Fax

   Email

   Internet site

3. Year of foundation

4. Type of organisation

   Association; federation, foundation, professional organisation, umbrella organisation

5. Organisational status

   President of the organisation, name surname, address
   Secretary General of the organisation name surname, address
   Structure and functioning of directing bodies
   Staff
   Number of members

6. Funding

   a) Membership fees
   b) Public funding
   c) Private donations
   d) Other, please specify

7. Aims

   Please describe briefly the goals, mandate or mission of your organisation in English or French

8. Activities of your organisation

Please describe activities of your organisation

9. Constituency

Please describe briefly the support base (members/supporters/donors) of your organisation

10. Accreditations

Accreditations with other international intergovernmental organisations

11. Publications

Titles/number
Does your organisation publish an annual report?
Yes
No
Does your organisation produce a list of available publications and or educational matters?

Part B - Areas of possible cooperation with MAP

Please indicate the areas of your organisation's activities which correspond to the MAP Programme of activities and Policies

a) Governance for environment and development
b) Integrating environment in development
c) Legal aspects of implementation of the Barcelona convention and protocols
d) Pollution control and prevention
e) Biodiversity conservation
f) Integrated coastal zone management/Ecosystem management
g) Sustainable consumption and production
h) Sustainable management of natural recourses and efficient use of resources
i) Public participation and awareness

Part C - Modalities of cooperation with MAP

1. In what way does your organisation feel it could contribute to the MAP activities and to the promotion of its values

(Please describe: Studies, reports, previous work in the field concerned, expertise of its members, etc)

2. What practical cooperation has already been established with the Coordinating Unit and the RACs

(Please describe joint activities, comments on draft documents, exchange of information, participation as experts, participation at MAP meeting and events, etc)

3. By what means and to which audience would your NGOs promote the work of MAP and its achievements

Name and signature

Your position in the Organisation
Date

Please return this questionnaire preferably by email to medu@unempap.org
or by post to :

Coordinating Unit for the Mediterranean Action Plan

Please enclose all the documents required to support your application for participatory status:

1. *Copy of the statute*
2. *A list of member organisations*
3. *A report on recent activities*
4. *A declaration that your organisation accepts the rights and duties of MAP partners as described in the Code of Conduct of MAP partners adopted by the 16th meeting of the Contracting Parties.*