

Intergovernmental Preparatory Meeting for CSD-13(28 February - 4 March 2005)

Partnerships Activities: General Information and Request Form

Introduction

Partnerships activities at the Intergovernmental Preparatory Meeting will provide a venue to discuss practical issues related to partnership implementation, and will also present an opportunity for CSD registered partnerships to network and share lessons learned.

Partnerships activities will take place at UN Headquarters in New York from Tuesday 29 February - Thursday 3 March 2005. There will be two main types of activities:

- ❖ "Partnerships in Practice": Interactive discussions on practical issues related to partnerships, based on the 'real' experiences of CSD registered partnerships.
- ❖ Information desks: Representatives from CSD registered partnerships will have the opportunity to display and distribute information regarding their activities and directly interact with CSD participants

Who should attend?

All participants in the Intergovernmental Preparatory Meeting, including representatives of Governments, UN system organizations, other intergovernmental organizations and accredited major groups¹, are welcome to attend the Partnerships Activities.

All partnerships registered with the CSD Secretariat may submit a request for a Partnerships information desk. Partnerships related to the thematic areas of water, sanitation and human settlements are particularly encouraged to participate.

In order to gain access to UN premises during the Intergovernmental Preparatory Meeting, partners must ensure that they are accredited to the Commission on Sustainable Development (through a major group, Government or intergovernmental organization). See this page of the CSD website: http://www.un.org/esa/sustdev/csd/csd13/major_groups.htm for more information on the accreditation of major groups.

"Partnerships in Practice"

A number of sessions will be organised by the Secretariat related to establishing and operating effective partnerships. These sessions will provide an opportunity for partnership practitioners to highlight challenges and share lessons learned.

Partnership Fair information desks

A small number of information desks will be available upon request to those involved in CSD registered partnerships. Partnership representatives will have the opportunity to display and distribute information about their initiative to delegates attending the Intergovernmental Preparatory Meeting and be available to discuss their work with delegates.

If you would like to request an information desk, please complete the attached form and submit it to the Partnerships Team of the CSD Secretariat by Wednesday 16 February 2005.

¹ The Major Groups identified in Agenda 21 are: children & youth, women, farmers, local authorities, the science & technology community, indigenous people, workers, NGOs and business & industry.

Launching a new partnership

If you would like to launch a new partnership initiative, please complete the CSD Partnership Registration form. (See this page of the Partnerships website for more information: http://www.un.org/esa/sustdev/partnerships/partnerships_registration.htm)

Display and distribution of informational materials

Informational materials and posters can be displayed at information desks (see above). The CSD Secretariat will NOT accept shipments of any informational materials; participants are requested to bring their materials into the UN building in person.

Publicising Partnerships Activities

Once the schedule for the Partnerships Activities has been finalised, it will be made available via the Partnerships website (<http://www.un.org/esa/sustdev/partnerships/>)

Submitting requests for Partnerships activities

If you would like to request an information desk as part of the Partnerships Activities for the Intergovernmental Preparatory Meeting, please complete the attached request form and send it to the Partnerships Team of the CSD Secretariat together with any supporting material (e.g. new partnership registration form) - contact information listed below. The deadline for submission of requests is Wednesday 16 February 2005 but early submission of requests is encouraged.

Following receipt of your request, the Partnerships Team will contact you to confirm the date and time of your information desk, subject to the availability of time slots.

**Please complete the request form below and submit it
to the CSD Secretariat's Partnerships Team
by Wednesday 16 February 2005**

**by e-mail to: beyondwssd@un.org
or by fax to: + 1 (212) 963 4260**

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PARTNERSHIPS INFORMATION DESK REQUEST FORM

(to be submitted by 16 February 2005)

Contact Information:

Name of partnership: _____

Requesting organisation: _____

Contact person: _____

Address: _____

Telephone:(+ country & area code) _____

Fax: _____

E-mail: _____

Signed by : _____

*Please print full name and title
below the signature line*

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REQUEST FOR INFORMATION DESK

Main theme of the partnership:

- Water
 Sanitation
 Human settlements

Other (please describe): _____

Preferred dates and times: (Partnerships Activities are expected to take place from 29 Feb. -3 March 2005) Time slots are expected to be limited, up to one day, depending on demand.

Priority	Date	Morning	Afternoon
First			
Second			
Third			

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