



# CSD-19: Information for major groups

held at United Nations Headquarters from 2 to 13 May 2011

Thank you for registering for the nineteenth session of the United Nations Commission on Sustainable Development. During the ongoing renovation of UN Headquarters, all official meetings of CSD-19 take place in the Temporary North Lawn Building, accessible via the visitors entrance located on First Avenue at 46<sup>th</sup> Street. Visitors must be screened in the security tent every time they enter the UN Headquarters campus.

## An overview of the conference

Plenary sessions, as well as the parallel negotiating sessions, will take place in the main Conference Rooms 2 and 4. The Learning Centre will be in Conference Room B (2 – 6, 9 & 10 May), and the Partnerships Fair will be held in Conference Room 7 (2 – 6 May). The Opening Session of the High-Level Segment will be held in the General Assembly Hall (11 May).

Official meetings take place from Monday through Friday throughout CSD-19. The morning session lasts from 10:00 am to 1:00 pm, and the afternoon session runs from 3:00 pm to 6:00 pm. Side events are programmed during the lunch hour and in the evening following the afternoon session.

All information for [major groups](#) and [key documents](#), including [the Organization of Work](#), are available at all times on the web.

*Consistent with past practices, the NGO major group will host an informational meeting on Sunday 1 May at the Church Center for the United Nations, located at 777 UN Plaza (44<sup>th</sup> Street and First Avenue), 10<sup>th</sup> floor. The meeting will take place from 11:00 –13:30, and will include general trainings on CSD and on the themes of this CSD cycle. Most mornings during CSD-19, the NGO major group convenes an information session held in Conference Room 7 from 8:30 – 9:30.*

## Registration<sup>1</sup>

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Upon arrival at UN Headquarters, all participants must check in at the CSD-19 registration desk in order to obtain a temporary UN grounds pass. Representatives must present a valid photo ID (a national passport, for example) at the time of registration. *Please ensure that your organization holds the necessary accreditation BEFORE sending representatives to New York or making travel arrangements for them.*

The registration desk is open every day during CSD-19, including extended hours on Sunday 1 May, Monday 2 May and Wednesday 11 May. Please consult [the website](#) for details.

Week One		Week Two	
Sunday 1 May	1:00 – 4:00	Mon, Tue, 9-10 May	9:00 – 12:30 / 2:00 – 4:00
Monday 2 May	8:00 – 12:30 / 2:00 – 4:00	Wednesday 11 May	8:00 – 12:30 / 2:00 – 4:00
Tuesday 3 May	8:30 – 12:30 / 2:00 – 4:00	Thu, Fri 12-13 May	9:00 – 12:30 only
Wed, Thu, Fri, 4-6 May	9:00 – 12:30 / 2:00 – 4:00		

<sup>1</sup> Participants, including those participating in Partnerships Fair, Learning Centre, and various side events, must be pre-registered through an accredited organization before they can register onsite and receive a UN grounds pass for the duration of the meeting.

Pre-registration is done through CSO Net, an online system that allows you to log in and manage your organization's pre-registration request. The designated focal point for your organization has a username and password to the CSO Net, which can be shared with all members of the organization to sign in, pre-register themselves or other representatives, and printing confirmation letters for any CSD events

You are strongly encouraged to update your organizational profile prior to the conference.

## Before traveling to the CSD

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Representatives requiring a visa to enter the United States are advised to apply as early as possible to ensure adequate time for processing with the host country authorities.

When applying for a visa to the United States, it is recommended that representatives bring a copy of the UN confirmation letter and a letter prepared by their own organization to the US Consulate or Embassy. The letter from the organization should include detailed information on the visa applicant (e.g. position, number of years employed with the organization, number of representatives in the delegation to the UN).

If your representatives enjoy working relations with the United States Mission in their respective countries, they may also wish to request a letter of referral from their contact to be presented to the US Consulate or Embassy with the visa application. However, it is important to note that the referring official has no role in the final decision to issue a visa.

## Coordinating with the organizing partners

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It is important to contact the organizing partners for your major groups sector and join the mailing list as soon as possible to ensure you get the latest information about meetings and opportunities to contribute to the discussion through your major group.

The nine major groups sectors are Women, Indigenous Peoples, Children and Youth, Local Authorities, NGOs, Workers and Trade Unions, Business and Industry, Scientific and Technological Community, and Farmers.

Each morning during CSD-19, an informational meeting for all major groups is hosted by the NGO major group. All participants are strongly encouraged to attend for updates and announcements from the Secretariat and other major groups. These meetings will be held from 8:30 – 9:30 in Conference Room 7.

### **What are organizing partners?**

Key major groups networks are invited by the CSD Bureau to form facilitating groups—known as “organizing partners”—to coordinate preparations within each major group and assist the Secretariat in generating and guiding the engagement of stakeholders. The Secretariat chairs the facilitating group and supports its work throughout the preparatory process and the CSD session.

Main responsibilities of major groups organizing partners include:

- Consulting with networks to prepare written inputs in the form of Priorities for Action papers addressing transport, chemicals, waste management, mining, and a 10-Year Framework of Programmes on Sustainable Consumption & Production Patterns—including the cross-sectoral themes—that reflect their group’s views on deliverables and on the mobilization of concrete and tangible actions to advance implementation;
- Organizing, managing and disseminating data and information on major groups and CSD-19;
- Consulting with networks and identifying participants to serve on their sector’s delegation, coordinating major groups speakers during official meetings and the order of interventions;
- Coordinating and facilitating the preparation of interventions made by representatives of their respective sectors throughout the CSD-19 and IPM sessions.

## Key documents

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Chairperson’s Draft Negotiating Text [[available online here](#)]

Major groups’ priorities for action ([E/CN.17/2011/12](#))

Matrix of major group priorities for action [see attached]

Full guidelines for the participation of major groups at CSD-19 [[available online here](#)]

The NGO Major groups has also prepared a guide to CSD from a civil society’s point of view that can be helpful to those less knowledgeable about CSD [available online shortly]

## How to participate

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Major group participation at CSD-19 is subject to the rules of participation of the UN Economic and Social Council (ECOSOC), and is coordinated through the nine sector-specific organising partners. During sessions where major groups are invited to participate directly (see below), representatives may inform the Secretariat of their intention to intervene. Speakers are called at the discretion of the Chair and based on the availability of time.

### **Seating arrangements**

All CSD-19 meetings are open to accredited participants, unless otherwise specifically noted. During sessions where major groups are invited to participate directly, there will be seats for all the nine major group sectors, consistent with past CSD practices. Typically this configuration permits one representative at the microphone and one behind. All other major groups representatives may find seating in the galleries to the side and behind the main plenary.

The organizing partners are responsible for coordinating the statement to be delivered and identifying representatives to speak on behalf of a major group.

Representatives who take the place at the microphone may be called upon at any time, and without notice, to intervene on behalf of the major group or member state assigned to that place (indicated on the name plate). Participants are therefore strongly advised to not sit in the place of a member state and respect the formal seating arrangements in the conference hall during official meetings.

### **Entry points for major groups**

Major groups are invited to observe all official meetings of the CSD that are published in the [Provisional Organization of Work](#). In addition, the CSD-19 Bureau has allocated the following entry points in the programme to consider the valuable contributions of the major groups:

- On Monday 2 May, opening statements by the nine major groups introducing key points on the Chair's Draft Negotiating Document
- On Wednesday 11 May morning, opening statements by all nine major groups at the beginning of the High-Level Segment
- On Wednesday 11 May afternoon, major groups will present their views on policy options, practical measures and the way forward in relation to the five thematic issues in the course of a multi-stakeholder dialogue with ministers and UN specialised agencies, funds and programmes
- On Thursday 12 May morning, high level representatives of major groups will participate in a ministerial interactive dialogue on "ensuring implementation of CSD decisions"
- On Thursday 12 May morning and afternoon, high level representatives of major groups will participate in a series of ministerial roundtable discussions related to the five thematic issues
- On Friday 13 May morning, major groups dialogue with delegations
- On Friday 13 May morning, high level representatives of major groups will participate in a ministerial dialogue on "moving towards sustainable development: expectations from Rio+20"

### **Opening statements**

Monday 2 May

10:00 – 1:00

Conference Room 4

*Each major group will have no more than 2 minutes to present an opening statement on the Chairperson's Draft Negotiating Document.*

### **High-Level Segment**

Wednesday 11 May

10:00 – 1:00

General Assembly Hall

*High-level representatives from each major group will be invited by the Chair to present an opening statement, no more than 1 minute.*

### **Multi-stakeholder dialogue**

Wednesday 11 May

3:00 – 6:00

Conference Room 4

*On the first day of the High-Level Segment, there will be a multi-stakeholder dialogue between governments, UN system organizations, heads of governing bodies of the UN system and major groups. This dialogue session provides an opportunity for a focused, yet informal, discussion on the implementation role of major groups, how they address the challenges in implementation, and how they envision the way forward in their activities relevant to the five thematic issues of CSD-19.*

*The dialogue session is meant to be informal, and there will be no delivery of official statements. Representatives intervening on behalf of major groups are coordinated by the organizing partners in collaboration with the Secretariat, based on their involvement and activities relevant to the themes and cross-sectoral issues. It will also be important to ensure that regional and gender balance be reflected among the speakers.*

*The dialogue will be guided and moderated by the Chair, including responses from Ministers and representatives of UN entities. Interventions should be strictly limited to 3 minutes.*

### **Ministerial Roundtables**

Thursday 12 May

10:00 – 1:00 and 3:00 – 6:00

parallel in Conference Rooms 2 and 4

*High-level representatives from each major group will be invited to participate and contribute to four ministerial roundtable discussions, organized in two parallel sessions, on the following themes:*

*Morning session:*

- 1. Developing programmes and a framework to accelerate the shift towards Sustainable Consumption and Production patterns, and*
- 2. Enhancing access to sustainable urban and rural transport;*

*Afternoon session:*

- 3. Moving towards zero waste and sound management of chemicals, and*
- 4. Creating an enabling environment for sustainable mining.*

### **Major groups dialogue with delegates**

Friday 13 May

8:30 – 9:45

Conference Room 4

*This session offers major groups an opportunity to dialogue with delegates in a more informal way about language they would like to see included (or not) in the negotiated text.*

### **Ministerial dialogue**

Friday 13 May

10:00 – 1:00

Conference Room 4

*High-level representatives from each major group will be invited to participate and contribute to an interactive dialogue with ministers on the theme of “moving towards sustainable development: expectations from Rio+20”. The dialogue will be guided and moderated by the Chair, including responses from Ministers and representatives of UN entities. The UN Secretary-General will be a keynote speaker. Interventions should be limited to 2 – 3 minutes.*

## Parallel activities

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### **Side Events**

Side events sponsored by major groups, governments, UN agencies and other international bodies have an important and established role in the margins of official CSD meetings. They can provide informal opportunities for a broader exchange of information, experiences and views.

More than 50 side events related to the five themes of CSD-19 are planned during the lunch hour (1:15 – 2:45 PM) and in the evening following the afternoon session (6:15 – 7:45 PM). The programme of side events is available at all times. Check our web site for the program.

### **Partnerships Fair**

The CSD Partnerships Fair provides a venue for registered Partnerships for Sustainable Development to showcase progress, launch new partnerships, network with existing and potential partners, create synergies between partnerships and learn from each other's experiences. The Partnerships Fair gives CSD participants an opportunity to gather information on and discuss the valuable contribution of these important initiatives towards supporting the implementation of inter-governmentally agreed sustainable development goals and objectives.

The Partnerships Fair is an official part of the CSD and a summary of its activities will be included in the Report of CSD 19.

The CSD-19 Partnerships Fair will take place in Conference Room 7 from 2 to 6 May 2011. Partnerships Fair activities will not be scheduled during the second week of CSD-19 or during the High-Level Segment. A detailed schedule of the Partnership Fair activities will be available on the web.

### **Learning Centre**

The Learning Centre is part of the official programme of CSD and runs in parallel to the plenary sessions. It aims at providing teaching and training at a practical level, enabling participants to implement Agenda 21, the Johannesburg Plan of Implementation and other action frameworks in their countries.

Topics accepted this year include the five CSD-19 themes, as well as the following cross-cutting issues: education, financing, gender, indicators, national sustainable development strategies and sustainable development law.

The Learning Centre will be in Conference Room B from 2 to 10 May 2011. Check our web site for a detailed schedule for the Learning Centres.

## CSD Today daily bulletin

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During CSD-19, the Secretariat publishes the CSD Today daily bulletin containing information on Side Events, Partnership Fairs and Learning Centres. A detailed schedule of major groups meetings is also posted each day in the bulletin.

CSD Today can be viewed on the web, and occasionally printed copies may be available at the conference.

## Major groups room

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Major groups will have access to a dedicated space for meetings and coordination activities throughout CSD-19. The major groups room will also be equipped with several computers and printers. Participants may also access free wireless internet from anywhere within UN Headquarters.

We will confirm shortly the meeting room and schedule for the first week. During the second week of CSD-19, the major groups will have access to Conference Room C in the Temporary North Lawn Building.