

GUIDELINES FOR NATIONAL REPORTING TO CSD-12

Explanatory Note¹ on National Reporting to the Twelfth Session of the Commission on Sustainable Development

The Commission on Sustainable Development, at its eleventh session, encouraged countries to present, on a voluntary basis, national reports, in particular to the Commission's review sessions, focusing on concrete progress in implementation, including achievements, constraints, challenges and opportunities. The Commission also invited the secretariat of the Commission to improve national reporting guidelines and questionnaires with the intention of making reporting more efficient and less burdensome on countries and more focused on implementation, bearing in mind the provisions of the present resolution, in consultation with Governments, United Nations organizations and secretariats of multilateral environmental agreements, and to report to the Commission for its consideration.

Pursuant to the adoption of the two-year cycle of the programme of work of the Commission, the national reporting will be requested on a biennial basis, as an input first to the Review Sessions as well as to the Policy Sessions, as appropriate.

THE GUIDELINES FOR CSD-12

The current guidelines for national reporting comprise the following four parts:

Part I is the Fact Sheet framework for which we request your current information to help update our contact data on each National Focal Point.

Part II is on national sustainable development strategies (NSDS) in response to the CSD-11 request to provide information on the status of NSDS in country reporting, and to monitor progress towards meeting the JPOI 2005 target for beginning the implementation of these strategies. (CSD-11: 14(e) and JPOI (b)).

Part III relates to your country's work on indicators for sustainable development in response to the CSD-11 decision that encouraged further work on indicators for sustainable development (CD-11:13).

Part IV provides guidelines for a case study on a best practice or lessons learned in the areas of either water, sanitation and human settlements, or some combination that addresses any of the relevant WSSD or Agenda 21 commitments.

We would appreciate receiving the completed Guidelines in an electronic format (Microsoft Word) by **30th November 2003**. Please submit it to us by e-mail or by mailing the diskette to:

¹ This is an advance English copy; a Spanish and French translation will be forthcoming.

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DRAFT COUNTRY PROFILES

In preparing the Secretary-General's reports on the three thematic clusters of issues, namely: water, sanitation and human settlements, DESA/DSD is in the process of carefully reviewing the information contained in, but scattered under, a number of chapters and issues in the 2002 Country Profiles and the national assessment reports submitted to WSSD. We are going through this exercise to make optimal use of the information Governments have submitted between 2001 and 2002. The United Nations agencies, particularly the lead agencies in relation to the three thematic areas, as well as the Regional Commissions, have also been requested to provide us with any additional national information they may have obtained from your country. The resulting products will be Draft Country Profiles on Water, Sanitation and Human Settlements, respectively.

We anticipate that we will be able to send these Draft Water, Sanitation and Human Settlements Country Profiles to you around the end-November or early December 2003 for you to kindly revise, update and return to us. At that time, we should also be in a position to provide targeted questions to fill identified gaps (likely to be related to the means of implementation, such as capacity-building, education, training and awareness-raising, research, technology, financing and cooperation) in available information that are essential for further analysis. The returned updated Country Profiles will then be used as inputs to supplementary documentation to the Secretary-General's reports, as appropriate, as well as made available on the publicly accessible national information website.

We anticipate that this national reporting process will help country preparations for CSD-12 and the subsequent policy year.

**** As a reminder, we would ask your Government to kindly complete and return the answers to the present guidelines, Parts I - IV, by the 30th November 2003 deadline to allow us to begin immediate analysis, and not to await the receipt of the draft country profiles before doing so.**

**Part I. INFORMATION ON NATIONAL FOCAL POINT FOR SUSTAINBLE
DEVELOPMENT**

Name(s) of National Focal Point:

Title(s):

Ministry/Office:

Key functions in relation to national reporting:

Telephone:

Fax:

E-mail:

Website address:

Mailing address:

PART IV: GUIDELINES FOR A CASE STUDY ON COMMITMENTS-RELATED BEST PRACTICE OR LESSONS LEARNED IN EITHER WATER, SANITATION AND HUMAN SETTLEMENTS (OR COMBINATION)

Countries are invited to provide a case study that comprises a best practice or lessons learned in the areas of water, sanitation or human settlements, or some combination and that addresses any of the relevant WSSD or Agenda 21 commitments. The entire case study should not exceed 1,500 words. Below is a set of indicative questions for this purpose:

1. Which specific WSSD or Agenda 21 commitment does your case study address?
2. Please briefly describe the essential characteristics of the case study you wish to share including the nature of activities undertaken.
3. Please explain the nature and characteristics of particular challenges and constraints faced, if any.
4. What are the lessons learned in the process, positive and/or negative?
5. What has been the impact of such a case in the area(s) concerned?