

Second annual session of the Peacebuilding Commission

23 June 2015

Guidelines for the participation of Member States, Institutional Donors, regional organizations, civil society organizations and the academia

Background:

1. The modalities¹ agreed by the Organizational Committee (OC) of the Peacebuilding Commission (PBC) for convening the annual session stipulates that participation will include: Member States of the Committee; representatives of the countries on the agenda; members of country configurations; institutional partners; a representative of the Secretary-General; regional and local actors; and civil society organizations.
2. The following guidelines propose practical modalities for the participation aspect. It aims at the broadest possible participation, while also responding to Member States' determination to ensure that the two interactive sessions should lead to policy development, improved coordination among international organizations and further elaboration where inter-governmental policy and political support can improve outcomes for people in countries emerging from conflict.

Opening and closing segments:

4. Members of all PBC configurations are invited to attend the opening and closing segments of the annual session in Conference Room 4. They will be offered assigned seats with nameplates available upon request to the Conference Officer. Both segments will also be open to the broader UN membership, observers, UN staff, civil society and media representatives.
5. The Chair, the Deputy Secretary-General and the keynote speaker will deliver remarks at the opening session. The Presidents of the General Assembly and the Security Council will deliver remarks at the closing session.

Working sessions:

6. In view of the interactive nature of the two working sessions, a smaller conference room with limited seating capacity was reserved for this purpose (Conference Room 12).

¹ Annex of A/68/729 - S/2014/67

7. In this connection, seating priority in CR 12 will be determined according to the following categories/criteria:

- a. Members of the Organizational Committee (priority given to participation of Capital-based officials)
- b. Representatives of the Countries on the agenda (priority given to participation of Capital-based officials)
- c. Chairs of the PBC configurations that are **not** members of the Organizational Committee (priority given to participation of Capital-based officials)
- d. Institutional partners: European Union, International Financial Institutions, Organization of Islamic Cooperation (priority given to participation of HQ-based officials)
- e. Relevant UN senior officials (priority given to Assistant Secretary-General/Director level seniority)
- f. Relevant civil society representatives/academia (with prior approval by the OC)

8. For all the above categories, **pre-registration with the Peacebuilding Support Office no later than Friday, 12 June, is required.**

9. Participants according to the categories listed in paragraph 7, but who are **neither** represented by Capital/HQ-based officials nor pre-registered with the Peacebuilding Support Office by Friday, 12 June can only be accommodated on “first-come first-seated basis”, subject to availability of non-reserved seats.

10. Members of the PBC country configurations who are not members of the Organizational Committee can register for participation in the two working sessions. However, **priority** of participation will be given to members who are represented by **Capital/HQ-based officials** and are **pre-registered** with the Peacebuilding Support Office (Ms. Maria Morgan at morgan2@un.org) **by Friday, 12 June.**

11. Attendance will be limited to **one** head of delegation + **one** advisor for participants who are represented by Capital/HQ-based officials. For all other participants, attendance will be limited to **one** delegate.
