Organizing Partner Governance Reporting Form

United Nations Department of Economic and Social Affairs

Division for Sustainable Development- Major Groups Programme

I. Governance

1. How many OPs facilitate engagement of your Major Groups constituency into the UN Sustainable Development agenda? **TWO**

2. Please describe the process within which you were selected or elected as organizing partners for your Major groups

According to the Processes and Procedures document ratified by the UN Major Group of Children and Youth in April 2011:

- Organizing partners are elected for every cycle by the MGCY for the mandate of two years with a possibility of extension
- OPs must meet the eligibility requirements of UN DESA/ DSD / UN Secretariat (as found at http://www.un.org/esa/dsd/dsd_aofw_MG/mg_orgapart.shtml)
- MGYC specific criteria: - Be a MGYC member; - Be an organization, or a representative of an organization that: o Is non-governmental or non-profit, o Works with young people and has a decision-making body controlled by young people, o Is not to subject to direction in their decision by any external authority; - Must be able to commit to the roles and responsibilities; - Must have the time and means to accomplish the tasks and responsibilities not necessarily paid, including participating in CSD meetings in New York throughout the cycle; and - Regular internet and phone access.
- Elections will take place at the end of the CSD cycle, unless otherwise extended, through a voting procedure to be specified at a later stage;
- If an OP fails to fulfill their duty, a decision will be taken by the other OP members to either remove or replace the OP in question. This information will be conveyed to the MGCY;
- Any OP member has the right to resign from the position if they feel they are unable or unwilling to fulfill their commitments. However, the roles and responsibilities of the OP should be acknowledged prior to accepting the role. In the event that an OP does resign, it remains the decision of the current Ops whether to elect someone as a substitute for the duration of the cycle.

However, there has not been a nomination, or election process during my time as part of the UN Major Group of Children and Youth (previously called the Youth Caucus). From what I have been told, the UN DSD Major Group Office did an open call and selected the organisations that formed the Children and Youth's OPs on a regional basis prior to CSD16 / 17. The regional selection method was used. It was ineffective. The role is essentially a global one and the regional approach meant that OPs approach was regional focused and this led to disagreements. Furthermore, there were also a lot of inactive token selections.

Since then, a number of OPs resigned and only one new organisation was added --and that individual / organisation was selected by the current OPs. Unfortunately, this meant that a lot of active capable youth were not being selected due to the OPs not liking them or feeling threatened. The OPs justified this by saying that DSD was blocking election / selection and nomination processes since CSD19 to ensure that there was capacity for Rio+20 and the new processes. Which makes sense -- but wasn’t ideal. **NOTE: continued next page**
It was really hard to make changes or get the OP System to be accountable. I become an OP in May 2012 for Rio+twenties (only new OP organisation since CSD16/17 ) when Ben Vanpeperstraete stepped down and the NGOs board selected me as his replacement.

Rio+Twenties was created to facilitate the MGCY's capacity building, outreach and to act as a bank account for the organisation. It was legally registered in Belgium. I took on the role with the understanding that an election would be held in July 2012 but this was blocked by the existing OPs and DSD. Unfortunately, the process has been drawn out until 2014 for a number of valid reasons.

The MGCY currently have a renewal team / committee who are doing a great job looking at our current processes and procedures document (that was ratified in 2011 after being developed by contributions of thousands of young people globally over a 2 year period and voted on) and brainstorming about what OPs should / should not be and developing the voting process. This document was further developed by past OPs of the MGCY. All members were invited to review it and it successfully was ratified on the 11th March 2014. It is our hope that we will transition to new OPs in July 2014. This is available online here: http://sustainabledevelopment.un.org/index.php?page=view&type=9500&menu=138&nr=4252

We have regional thematic focal points (for example we have regional 10YFP and SIDS focal points). We also have regional working groups in LAC, Asia Pacific and SIDS. They ensure regional dialogue is happening around the different processes e.g post2015, Rio+20 etc. We also have a global process which has great representation from Africa, South America, North America, Europe and that the underrepresented regional groups were created to feed into. Everything is drafted online. We have offline hubs, we work with international coalitions, networks, youth councils, schools, NGOs and individuals to ensure as many voices are included. If there is a region (such as the SIDS at the moment) which is under represented, we select focal points to do capacity building and outreach via webinars / workshops or by working with existing or new networks to ensure that awareness is increased.

We regularly email the main mailing list with updates(majorgroup@childrenyouth.org). We also give verbal monthly updates on what is happening / not to the facilitation team during the monthly meetings. You can find the facilitation teams minutes here: http://meetingwords.com/ftcall and the archive here: https://docs.google.com/document/d/1LEHfH7q4A98qiALGbFFcefQldUpBAe6PfRI306qU6mY/edit

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In preparation for larger events such as Rio+20 when most of the constituency are not on the mailing list or there are too many emails going around we also used http://www.uncsd2012.org/ OP section and our website www.childrenyouth.org or http://sustainabledevelopment.un.org/index.php?menu=158

To us, it is vitally important that any young person is able to feel supported to input into processes. We realise this isn't easy and requires capacity building. As a result, we do train the trainer type events with focal points and webinars for newer members to answer questions. We are lucky that we have an active network of volunteers. Plus we also try to make sure that forms and materials are available in as many languages as possible. We have a database of approximately 150 youth who are willing to translate things. Unfortunately, only a small number of those will actually respond in a timely fashion -- so it can be challenging.

3. How did you coordinate with other OPs in your Major Group to ensure a fair division of labor?

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**Function:** Organizing partners perform and have the following functions and responsibilities, as outlined at http://www.un.org/esa/dsd/dsd_aofwmg/mg_orgapart.shtml: - Facilitate consultation with the Major Group to provide inputs outlining priorities for action; - Disseminate relevant data and information for the Major Group; - Facilitate activities of the Major Group to maximise presence and participation in relevant UN processes; - Uphold the code of conduct as stipulated by the UN; - Liaise with the DSD /UNDESA secretariat; - Promote effective youth participation in the process; - Ensure the provision of guidance for working structures, such as working groups, task forces and policy groups; - Ensure effective preparation and participation at related meetings; - Keep a track record of MGCY; - Ensure reflection on and regular evaluation of MGCY activities; - Coordinate and facilitate the continuation and hand-over of the OP positions; - Delegate specific tasks to members; - Provide regular updates of OP and MGCY activities to the MGYC. - Actively seek resources to enable a more balanced participation, especially concerning young people with fewer opportunities; - Determine the appropriate allocation of any funding made available in line with the above principles and objectives.

**Meeting and Decision-making:** The OPs conduct regular meetings that are led by an agenda and minutes are recorded. Effort must be made to ensure that all OP members have suitable communication mechanisms for the meetings; No decision shall be passed at any meeting of the Organizing partners unless a quorum is present of 2/3 and adequate notification of the meeting has been given; The OP decides with consensus. If consensus is not reached, the Major Group will decide if a vote is required; the decision to take a vote must be arrived at by consensus. All decisions must be minuted, and whether the decision was arrived at by consensus or by a vote is recorded; and Once a decision has been reached, this becomes the position of all OP members, irrespective of the different voting positions. Written reports to the constituency tend to take the form of an informal email update to the mailing lists to ensure they are read.

**Other Structures:**

The MGCY OPs do not function alone. We have existing structures made up of youth / child led organisations, networks, coalitions, councils, official youth delegates etc to make decisions called the Facilitation Team that deals with the daily running of the MGCY. They are the decision making body of the MGCY and consist of volunteers, focal points for the thematic / policy taskforces and the working groups. They decide on what the constituency works on and individuals join the monthly calls to volunteer, share updates and agree on next steps. They divide out tasks, recruit volunteers and build capacity.

Furthermore, the MGCY also has a selection committee who decide if funding is available who gets it or who gets to read the statement drafted by the constituency. This committee consists of any youth or child led organisation / individual that agrees not to be considered for any of the funding (this includes all the organisations members) and to declare & abstain from voting if they know someone who is. It currently has 58 members but this number tends to fluctuate.

Focal Points also are invaluable to this. They coordinate different internal processes, act as points of contact and mobilize young people around their thematic topic. They also help facilitate drafting processes and feed into the wider group. They are also responsible for internal communication around their topics / groups.

Taskforces deal with thematic or policy related topics (e.g statements, inputs, responses etc). We currently have three taskforces -- Governance, 10YFP on SCP and Post2015.

Working groups deal with areas that are not policy related (e.g Children, Communications, Outreach and capacity building, etc).
4. Please indicate whether you maintain regular coordination with other Major Groups sectors OPs

   Yes ☐ No ☐

   a. If yes, describe how you reach cooperate with other sectors including through the development of a joint work plan, as appropriate.

The MGCY’s relationship differs depending on MG. The MGCY all stay informed by remaining on each other’s mailing lists and the monthly joint MG OP calls. Between that time, our thematic focal points work on priority areas with other MGs. Plus we have one person from the MGCY assigned to each MG to attend their calls, act as a liaison, identify synergies / opportunities for collaboration and feed back this information to the facilitation team. The OPs themselves also contact each other directly when assistance is required. When joint statements are written we create google docs and disseminate them to the 9 Major Groups.

II. Outreach

5. Please explain how you identify and reach out to new member organizations and regional networks within your Major Group, to ensure appropriate engagement at the regional and international level and how you brief these new organizations on how to engage with the UN intergovernmental process on sustainable development.

The MGCY takes outreach very seriously and have a specific working group on identifying and reaching out to new members. We also regularly do capacity building workshops for members and try to map youth/child led organisations globally. We have focal points for the different taskforces (policy related) whose role it is to identify and reach out to new members. This work is reinforced by a number of working groups (e.g Communication, outreach, governance, renewal). They can all be found on our website: http://childrenyouth.org/process/ We also work with other Constituencies such as YOUNGO (UNFCCC), Tunza (UNEP), CBD youth space and the UNEP Major Group of Children and Youth. We are also supporting a number of other process which are being lead by different coalitions such as the UN interagency on Youth Development, World Conference on Youth 2014, Secretary Generals' Special Envoy on Youth's initiatives (such as the crowd sourcing platform), My World Global Survey, World We want Global Discussion, Permanent Forum on Youth / Youth 21, International Coordination of Youth Organisations (ICMYO).

Our work is based around Task Forces (we have three at the moment), in some areas youth spaces already exist and have autonomous spaces. The taskforces are Sustainable Consumption and Production (10YFP), Post 2015 and Sustainable Development Goals, Global Governance and Participation and Small Island Developing States. We also have communication and outreach working groups, Children working group and the facilitation team.

   a. Do the OPs cover all regions of the world? Yes ☐ No ☐

   b. If not, how do you specifically reach out to regional networks?

   n/a
6. Please explain how you assess new requests for Major Groups membership and the process for new organizations to join.

The MGCY is an international constituency of children and youth that has two types of membership; individual membership (below the age of 30 years) and group membership (child or youth led organisations).

Membership with the MGCY is subject to the following:
1. Membership is acquired by adherence to the MGCY’s principles and policies, and subscribing to the main mailing list (majorgroup@childrenyouth.org / https://groups.google.com/a/childrenyouth.org/forum/#!forum/majorgroup);
2. A member can resign by unsubscribing from the mailing list;
3. Active individual membership in the MGYC automatically ends when a member turns 30 years
4. Active organisational membership can continue so long as there is a representative;
   Any member not fulfilling the obligations stipulated in our processes and procedures document risks removal from the Major Group.

A member has the right to:
- Participate on an equal basis with other members in the realisation of the objectives of the MGCY;
- Participate in the decision-making processes through the Major Group, as well as through Working Groups;
- Elect and be elected for the Organising Partners, subject to the conditions as stipulated by UNDESA;
- Be fully informed of the work and activities of the Major Group in a timely manner;
- Raise concerns or suggestions they have to the Organizing Partners and receive timely and appropriate response to their input from the Organising Partners;
- Propose initiatives for MGCY activities.

A member has the obligation to:
- Uphold the principles of the Major Group, and act in accordance with its processes and procedures;
- Take part, in accordance with her/his interests and capacity, in activities of the Major Group;
- Consult with the Organising Partners prior to engaging in activities that implicate the Major Group.

The MGCY aims to be very open and transparent. We do not assess requests to join. Anyone who wants to join is welcome to do so. We have mailing lists for updates, the website www.childrenyouth.org for key information, facebook which has opportunities and shorter updates, monthly facilitation team calls advertised to the mailing list in advance and open for anyone to join. When funding opportunities arise, we assess suitability based on age (anyone over 30 automatically disqualified). The MGCY is a constituency / space for anyone under 30 to actively participate in UN Sustainable Development processes (OWGs, hlpf, CSDs, post2015 processes). We regularly hold capacity building webinars. We also hold Youth Blasts (conferences for youth / workshops to strategise, and build capacity prior to each UN event e.g OWGs, Rio+20 etc).
7. Please describe activities your organizations conducted to maintain an accurate and up-to-date understanding of sustainable development processes and the work of the CSD and HLPF, and other relevant processes since the lead up to Rio+20 (2011).

Rio+Twentyes as an OP organisation also created a participation guide for Rio+20: http://rioplustwenties.org/?page_id=970 which is available in Spanish, French, Chinese, Serbian, Russian, English, and Portuguese. Rio+Twenties also made an introductory video: http://www.youtube.com/watch?v=tm_3auMBrto AND Rio+Twenties did surveys to find out how young people want to participate and this was used to design the outreach and capacity building processes.

Before all UN negotiations we hold a strategy, capacity building and planning meeting called the Youth Blast. This event is adapted to the needs of the participants. Before the Rio+20 Conference the Youth Blast was held in SulAmerica, Rio de Janeiro, Brazil from 7-12 June 2012. The event was divided into two sections; Brazilian Days (7-8 June) aimed at supporting and strengthening the host country youth movement and International Days (10-12 June) aimed at bringing together Brazilian and International Youth to prepare. We also have a website www.childrenyouth.org which has the most up to date information for our membership.

8. Please describe the process you use to provide constituents with timely and appropriate background information and understanding about logistics and process to ensure their effective engagements. Please provide links to this information if possible.

We have the main the main mailing list (https://groups.google.com/a/childrenyouth.org/forum/?#!forum/majorgroup) and the post2015 mailing list. We also have our website: www.childrenyouth.org, and a page on a number of other websites: http://www.worldwewant2015.org/youth, http://www.worldwewant2015.org/children and finally social media: https://www.facebook.com/UNMGCY, https://twitter.com/UNMGCY as well as a youtube channel for videos.

9. Please describe the frequency of briefings to constituencies on UN process and Major Group involvement. How are these briefings organized, and what is the primary means of engagement (e.g. Conference calls, in person meetings, newsletters etc.)?

Regular email updates (at least one a week), Youth Blasts prior to all UN events / meetings as part of official processes and monthly facilitation team conference call. We also have thematic task forces that deal with policy and respond to the emails and have conference calls.

Prior to Rio+20 we had a monthly and bi-monthly (as we got closer) newsletter but that has been discontinued.

III. Reporting

10. Please describe, step by step, how you develop your Major Groups position papers. Please include how:
   a. you consult with regional groups
   b. coordinate among the various OPs
   c. achieve consensus or account for minority reports
11. What is the standard that you apply for any Major group statement presented in intergovernmental processes and submitted to UN-DESA? How do you gauge whether it represents a broad range of views in your constituency?

See 10. A number of mailing lists that reach 7500 individuals who are representatives of organisations / networks / councils / forums / coalitions / schools etc. These mailing lists are new since 2012 as we decided to start fresh after Rio+20. Prior to Rio+20 we reached over 17,800+ youth via our mailing lists. We have regional thematic focal points and email other constituencies / networks when it’s a big event. We also have regional focal points (2 per SIDS region, 2 per region for 10YFP on SCP etc).
12. Please describe the process by which you ensure fair participation and speaking opportunities of various organizations within your constituency.
The process was created by the MGCY's decision making body (facilitation team). Due to the increasingly short deadlines of nominees required by UN Processes -- it was becoming unmanageable for us as a Major Group to have things be as transparent as was needed.

As a result, we did a call for any organisations in our constituency who didn't want to apply for funding / speaking slots but had time to contribute to vetting applicants to join our selection committee. The response was slightly overwhelming. We currently have 58 NGOs based globally that form our selection committee but this number goes up and down. The list of NGOs is confidential. Only the Organising Partners, DSD and post2015 Focal Points have access to their contact details. We realistically know that young people will know each other -- and all selection committee members are asked to declare any conflicts of interest. Also, if any member of that organisation wants to apply for funding / speaking slots that NGO is permanently removed from the selection committee to prevent any issues. Luckily so far this has worked.

The selection process we follow:

**Step 1:** We put all the requirements into question format in a google document form and pick a deadline

**Step 2:** We email a brief introduction and the link to the mailing lists and ask all members to disseminate to their membership.

**Step 3:** The OPs and Focal Points go through the list removing anyone over the age of 30.

**Step 4:** The list is circulated to the selection committee NGOs to vote. The selection committee have 24 hours to review all applicants and colour code them (Red for no, Black for inaccurate or incorrect information provided e.g individual lies about taking an active role in an organisation that forms the selection committee, Orange for maybe, green for yes). They also give us their top 3 selections from the google doc. They also can comment on each of the candidates.

**Step 5:** Option a) Done when we have more time
The candidates with reds or blacks are reviewed and researched by the focal points / OPs. We then verify whether they were eliminated for a valid reason or not or if comments were justified or not. We go through the candidates and remove those with valid reds or blacks. We google the finalists names and find out what we can about them.

All finalists are invited to a group interview (usually conducted via gotomeeting) which is recorded. The interviews are normally conducted in English, French and Spanish (separately). Normally 2 focal points and 1 OP are present (minimum) and ask them pre-agreed questions. The reason for a group call is to see how proactive they are, whether they listen to other people, are they shy or outgoing, or rude. The interviewers take notes of their responses.

Then the call recording and notes are sent to the selection committee along with the finalists names and comments from the other members of the selection committee. Final top 2 selections are requested.

**Step 5 -- Option b)** If we have less than 24 hours
The candidates with reds or blacks are reviewed and researched by the focal points / OPs. We then verify whether they were eliminated for a valid reason or not. We go through the candidates and remove those with valid reds or blacks.

The focal points and OPs go through the responses and see if one person got the most votes and compare it to the person with the most greens. If same, then we go for that person and they are submitted.

If one person got most votes but less greens then we circulate to the facilitation team and selection committee the details of the individuals with most greens and people with most votes for selection committee to respond with their top one. In case of a tie both are submitted for funding and UN decides. Unless its for a speaking slot then the person who has never spoken before or comes from furthest away geographically gets preference. If more than 3 people tie then its resent to the selection committee but between the three individuals.

**Step 6:** Announced to mailing list and UN emailed with the selection.
13. Please describe how you organize your constituency to provide expert advice, presentations, best practices, and position papers to quickly respond to expert-based sustainable development request. Please list any working groups, committees, or list of experts you have set up.

see 10 & 12 and http://childrenyouth.org/about/who-we-are/ We use google forms created per event

IV. Communication

1. The Secretariat is trying to ensure transparency and inclusivity through the use of the Sustainable Development Knowledge Platform.
   How frequently are you posting information on the Sustainable Development Knowledge Platform?
   Once per week □ Once per month □ less than once a month

2. How could the Sustainable Development Knowledge Platform be made more useful for your constituency?

   Ability to have opportunity to design banner. Better visibility of messages. Fonts / appearance editing of posts. ability to input photos into posts etc. But it does generally work in a basic way. It would be good if we could have option of html to allow us to embed videos. We have our own website: www.childrenyouth.org which includes all statements, taskforces, working groups, focus areas, ways to get involved and contact info. We also have the focal points details. Furthermore, we have pages on a number of other platforms to ensure wider outreach and awareness. We have already made a number of recommendations and most have been implemented such as highlighting MG inputs on the home page. It might be nice to also get each MG to have a turn (perhaps for a month) having one banner for the home page to highlight that MG? Also, we submitted the contact details for the OPs to be updated but it hasn't been done. It's hard to make input look visually attractive and this means we are less likely to use it as a primary medium. Also, it's a task that can only be done by OPs and can prove time consuming. It is worthwhile and we do try to use it when we can.

3. Please describe if and how you have used social media to support the UN outreach strategy. How frequently do you engage with our social media platforms? Please indicate the name and contact information for your social media contact.
VI. Coordination with UN-DESA

4. Please describe how you coordinate with the Division for Sustainable Development to facilitate the regular participation of Major Groups throughout the intergovernmental process?

Monthly OP calls, regular email correspondence, phone calls, text messaging and informal meetings / chats. Chantal line Carpentier and Beppe Lovoi (and DSD staff) have been very supportive, approachable and contactable. Beppe Lovoi and Chantal line Carpentier both have attended a number of Youth Blasts during their weekends and free time to brief youth on the dos and don’ts at the UN. This includes the code of conduct for the UN and protocols to be followed. They have been wonderful in championing the MGCY at the interagency on youth meetings.

5. Have you participated in all monthly conference calls to get information on ongoing processes and to update the Secretariat on ongoing activities over the last year?

Yes ☐ No ☐ If no, please provide an explanation.

Attend most. I work full time and being MGCY OP is a volunteer role / hobby that I do on my spare time (i.e holidays, free time, weekends and nights) and I am self-financing. For example, for me, Rio+20 was my 3 weeks annual vacation from work at Amazon.com.

Therefore, while I do make every effort to be there but as majority are scheduled during my working day there is a limited amount I can do to attend. This also applies to the other MGCY OPs. We try to ensure at least one member of the MGCY is on the calls or contribute by email in advance or afterwards to ensure that the MGCY is adequately represented.

6. How have you instilled in your constituencies, policies relating to appropriate behavior and conduct at the United Nations not only between members of other Major Groups, but with UN staff and security?

We have shared this with the MGCY via email. We also share a summary of the document with members during the youth blasts prior to each UN negotiation for members attending during the Dos and Don't's session.

However, it will be up to my replacement to continue to ensure adherence or come up with better / new ways.

7. Do you plan on nominating your organization to continue to serve as OP for the next two year term?

Yes ☐ No ☐ If no, please provide an explanation.

Prior to Rio+20, the MGCY ran a number of campaigns with the UN and that included a week long outreach where the UN tweeted our messages and posted them on facebook (this was when John Romano was the Social Media person). The UN also used our banners etc. Since then we have helped with a number of campaigns and outreach initiatives of the UN but we no longer have that interconnected nature of supporting each other. focalpoints@childrenyouth.org. https://twitter.com/UNMGCY #MGCY #YouthBlast #YB #Post2015 #Youth #Children #YBBr https://www.facebook.com/UNMGCY
Rio+Twenties will be staying on for a 1 year term to facilitate the training and learning curve for the New Organising Partners (based on our processes http://sustainabledevelopment.un.org/index.php?page=view&type=9500&menu=138&nr=4252). We may decide to run for election / selection next year but we currently have no plans to do so since after discussing it with Ivana -- we agreed that Rio+twenties would continue as the MGCY's OP to provide consistency for 2014 /15.