

# CSD 19 PARTNERSHIPS FAIR



## Guidelines and Request Forms

### Introduction

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.

### CSD 19 Partnerships Fair Activities

The CSD 19 Partnerships Fair will be held at UN Headquarters in New York from 2 to 6 May 2011. Partnerships Fair activities will not be scheduled during the second week of the CSD 19 or during the High Level Segment.

The CSD 19 Partnerships Fair Programme of activities will mainly feature:

- Partnerships working sessions.**
- Partnerships training sessions.**

All Partnerships activities place in Conference Room 7. CSD registered partnerships are invited to send suggested activities of interest to enhance CSD Partnerships Fair activities. Proposals should take into account the mandate of the CSD on partnerships as agreed at CSD-11 and aim to showcase lessons learned and best practices in the implementation of sustainable development through partnerships. Suggestions may be sent to [beyondwssd@un.org](mailto:beyondwssd@un.org).

A detailed schedule of the Partnership Fair activities during the CSD 19 session will be made available on the CSD Partnerships website by 24 April 2011.

### Partnerships working sessions

These sessions are organized by the CSD Partnerships Team to generate a more interactive, candid and dynamic dialogue and exchange of views among practitioners and experts on issues related to the use of partnerships to implement sustainable development.

They are designed to offer an opportunity to:

- Discuss latest developments and emerging issues in the international dialogue on partnerships;
- Highlight experiences from "on the ground" partnerships practitioners;
- Maximise opportunities to share information on lessons learned and experiences on best practices;
- Find innovative solutions to challenges in implementing sustainable development as well as identify support for future initiatives;

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- Produce a series of concrete recommendations to serve as the basis for further consultations on the future of partnerships;
- Build bridges between the policy recommendations and effective implementation.
- Working sessions will take place in the CSD Partnerships Fair room, Conference Room 7, in the Temporary North Lawn Building (TNLB).

### Partnerships training sessions

A limited number of training sessions on partnerships-related issues will be offered to CSD participants during CSD 19.

These highly interactive and dynamic sessions aim at providing CSD participants with: Valuable tools, resources, examples and practical experiences on establishing, developing and maintaining effective partnerships, Concrete benefits and incentives of using partnerships as collaborative mechanisms or models for more effective delivery of sustainable development goals and objectives; Effective approaches to manage challenges, involving a diverse group of stakeholders; Knowledge on useful ways to replicate and scale up success stories; Opportunities for CSD registered partnerships to impart knowledge and capacity in specific issues of their work.

Governments and/or organizations interested in sponsoring training sessions during CSD 19, kindly contact the CSD Secretariat to discuss availability of time-slots and potential themes.

Partnerships training sessions will take place in the CSD Partnerships Fair room, Conference Room 7.

### Partnerships Fair information desks

Given the ongoing renovation of the Main Building of the United Nations Headquarters, there will not be space available to facilitate information desks on CSD registered partnerships in the TNLB. **Partnerships Information Desks will therefore not be available during CSD 19.**

### Who should attend the Partnerships Fair?

All CSD participants, including representatives of Governments, UN system organizations, other intergovernmental organizations and accredited major groups, are welcome to attend the Partnerships Fair.

In particular, partnerships involved in the areas of the CSD 19/19 thematic cluster – Transport, Chemicals, Waste Management, Mining and review of the Ten Year Framework of Programmes on Sustainable Consumption and Production Patterns, are encouraged to participate. The launching of new partnerships is also encouraged and welcomed.

Please be advised that registration of a partnership with the CSD Secretariat does not constitute accreditation to the Commission on Sustainable Development. In order to gain

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access to UN premises during CSD 19, partners must ensure that they are accredited to the Commission on Sustainable Development (through a Government, intergovernmental organization, or Major Group). For more information on the accreditation and pre-registration of Major Groups please refer to the Guidelines for Major Groups Participation.

### Launching a new partnership

If you would like to launch a new partnership at CSD 19 and participate in the Partnerships Fair, please complete the CSD Partnership on-line Registration form<sup>2</sup> and submit it with your Partnerships Fair request form.

If your proposed partnership is in keeping with CSD-11 criteria and guidelines, the Partnerships Team will contact you and make the necessary arrangements to register your partnership and to process your Partnerships Fair request.

### Display and distribution of informational materials

Posters can be displayed at information desks (see above). Partners interested in distributing flyers, publications, brochures, and other materials related to their partnership may use a small display area in the Partnerships Fair room.

The CSD Secretariat will NOT accept shipments of any such materials; participants should instead bring small quantities of their materials into the UN building in person. Please note that space will be limited and participants may need to replenish their stocks on a daily basis.

### Publicizing the CSD Partnerships Fair

The full programme of activities for the Partnerships Fair and Participants Guide will be posted on the CSD 19 Partnerships Fair webpage and hard copies will be made available to all those attending CSD 19, updated as necessary on a daily basis.

Daily updates to the Partnership Fair programme will be published through the "CSD Today" bulletins available on-site and summaries of the daily activities will be made available through the **Partnerships Wire**. Further efforts are also being explored to publicize more effectively and widely partnerships activities during the CSD 19 Partnerships Fair.

Provisions will be made to showcase as many CSD Partnerships relevant materials on the CSD Partnerships website during the CSD 19 session. We strongly encourage CSD Partnerships to send us electronic copies of any posters you may be using as well as photographs of your projects and any other relevant materials so that this information may be included on the Partnerships website.

### CSD Partnerships Database

The database contains information on all partnerships that have voluntarily registered their activities with the Secretariat of the Commission on Sustainable Development. The information contained in this database is based solely on partnerships voluntary self-reporting.

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The CSD Secretariat urges all CSD registered Partnerships to regularly update their information in the database as CSD 19 approaches, so that CSD participants will be able to access the most current information on partnerships' latest achievements and contributions to implementation.

We invite partnerships to update their database entries **no later than 24 April 2011**. Please contact the CSD Partnerships Team at [beyondwssd@un.org](mailto:beyondwssd@un.org) if you experience difficulties in updating your database entry.

The CSD Partnerships Database can be accessed by visiting <http://webapps01.un.org/dsd/partnerships/public/welcome.do>

### Key CSD Partnerships-related documents for CSD 19

Background Paper on Partnerships for Sustainable development (2011)  
[http://www.un.org/esa/dsd/resources/res\\_docucsd\\_16.shtml](http://www.un.org/esa/dsd/resources/res_docucsd_16.shtml)

CSD 19 Partnerships Fair: Participants Guide and detailed Programme of activities  
(estimated publication date – 24 April 2011)

### **Important Dates**

- |               |   |
|---------------|---|
| April 24 2011 | CSD 19 Partnerships Fair Programme of Activities will be published on the website.                          |
| May 2 2011    | Opening of CSD 19 (Conference Room 2, TNLB).  |
| May 2 2011    | Opening session of the CSD 19 Partnerships Fair:3:00 PM (Partnerships Fair Conference Room – Room 7, TNLB). |
| May 6 2011    | Closing session of CSD 19 Partnerships Fair:3:00 PM (Partnerships Fair Conference Room – Room 7, TNLB).     |

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### **Partnership Fair Request Form for CSD 19**

Name of Partnership \_\_\_\_\_  
\_\_\_\_\_

Is this a CSD registered Partnership? \_\_\_\_\_

*Note: if it is a new partnership, please also submit a copy of the registration form.*

Requesting organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Country \_\_\_\_\_

Tel: (+country & area code) \_\_\_\_\_

Fax: (+country & area code) \_\_\_\_\_

E-mail: \_\_\_\_\_

Any costs related to this event will be covered by: \_\_\_\_\_  
(e.g. costs related to additional equipment and information material)

Signed by \_\_\_\_\_  
(please print full name and title below signature line)  
\_\_\_\_\_

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Deadline for submission of this form: **April 15, 2011**