**Guidelines for NGOs Applying to Participate in the Second ROC ICCPR & ICESCR National Report Review Meeting**

Approved at the meeting of the Secretariat Steering Group for the Second ROC ICCPR & ICESCR Report Review Meeting

1. The International Review Meeting (hereinafter referred to as the "Meeting") for the International Covenant on Civil and Political Rights (hereinafter referred to as the "ICCPR") and the International Covenant on Social and Cultural Rights (hereinafter referred to as the "ICESCR") is scheduled to be held between January 16 to January 18, 2017 at the Chang Yung-fa Foundation International Convention Center (No.11, Zhongshan S. Rd., Zhongzheng Dist., Taipei City).
2. The Department of Legal System, Ministry of Justice will serve as the "Secretariat" of the Meeting and shall execute various tasks in accordance with recommendations and requirements from the "Secretariat Steering Group" and the "International Review Committee".
3. A non-governmental organization (hereinafter referred to as "NGO" or "NGOs") with any of the following qualifications may apply to participate in the Meeting (including the non-governmental organization session (hereinafter as the "NGO Session") and observe the Government Session.

1) Attendance at the Review Meeting of the Second ROC ICCPR & ICESCR National Report during the drafting stage;

2) Submission of a parallel report on the Second ROC ICCPR & ICESCR National Report.

3) Submission of parallel response to the list of issues on the Second ROC ICCPR & ICESCR National Report.

Where the parallel report or parallel response was not submitted through the Secretariat, proof of delivery of the document to a member of the International Review Committee, such as record of correspondence, must also be submitted.

1. NGOs wishing to participate in the Meeting should register online (dedicated website: http://www.2017twccprcescr.tw/index.html). Onsite registration will not be accepted. Registration is open from now until December 12, 2016 (see Appendix 1 for Agenda) and late registration will not be accepted. Those applying to speak at the NGO Session should fill in the "NGO Session Speaker's Form" (see Appendix 2) and email the form to the Secretariat. A separate form should be filled for each Cluster at the NGO session.
2. International Review for the Second ICCPR Report and for the ICESCR Report each comprises the Government Session and the NGO Session:
3. Government Session:

Representatives from government agencies will respond to questions from members of the International Review Committee. Forty seats are allotted for NGO representatives (1 representative only per organization) to enter and observe this session, but NGOs may not speak at the session.

1. NGO Session:

 1. NGOs may apply to dialogue with members of the International Review Committee. Each NGO may send maximum 3 representatives to attend the session, with only 1 representative allowed to speak. Unless otherwise agreed by the Chairperson, each NGO is limited to 1 chance to speak and the time limit is 3 minutes.

 2. After NGOs have submitted their dialogue applications, the Secretariat Steering Group will coordinate NGOs permitted to speak at each Cluster and the speaking order accordingly to the order of the covenant article noted in the dialogue application form; other factors to be considered include the order of application submission, relevance of topic and level of involvement in the drafting of this national report. Results of the coordination will be published on the dedicated website for the Meeting and the Ministry of Justice "Human Rights in Taiwan" website. NGOs should speak according to the published order. The covenant articles to be discussed at each Cluster according to the agenda will be adjusted as required and as advised by members of the International Review Committee.

 3. The microphone will be silenced once the time is up for each NGO to speak in order to safeguard the rights of other NGOs who are listed in the order sequence. However, the actual session may be adjusted as the situation requires, and not all NGOs in the order sequence may have a chance to speak.

1. Any NGO representatives requiring sign language interpretation, audio transcription, assistive device or any other assistance are asked to tick the appropriate Cluster(s) and explain their requirements at the time of online application.
2. The Secretariat will publish the NGOs (including local groups and international human rights groups) permitted to enter and speak at various Clusters on December 30, 2016 on the dedicated website for the Meeting and the Ministry of Justice "Human Rights in Taiwan" website and the names of their representatives. An entry badge will be given at registration for each session upon presentation of an ID; attendees will be admitted into the venue upon presentation of the entry badge.
3. The entirety of the Meeting will be simulcast (complete with simultaneous interpretation and sign language interpretation, without captions) at the following website: http://www.2017twccprcescr.tw/second\_meeting2.html.
4. Contact: Mr. Cheng-Ta WU (Phone: 02-2191-0189 ext. 2117; email: twreport@mail.moj.gov.tw)

**Agenda for ROC Second ICCPR Report Review Meeting (Tentative)**

附件1

 **105.10.14**

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| **Date** | **Time** | **Description** | **Note** |
| January 15**, 2017 (Sunday)** | **18:00 ~ 20:00** | **Reception** |  |
| **January 16, 2017****(Monday)** | **08:30 ~ 09:20** | **Closed joint meeting of both Committees** | **Closed Meeting** |
| **09:30 ~ 10:00** | **Opening Ceremony** |  |
| **10:10 ~ 12:00** | **Joint public meeting with Parliamentary Cross Party Group and NGOs** |  |
| **14:00 ~ 17:00** | ***Cluster I*: Joint public meeting with Government Representatives to review Core Document and**  **Concluding observations 8-35,81** |  |
| **17:20 ~ 18:20** | **Joint meeting with NGOs ( *Cluster I*)** |  |
| **Review meetings** |
| **January 17, 2017** **(Tuesday)** | **08:30 ~ 11:20** | ***Cluster II*: Review of Articles 1-5, 26, 27** |  |
| **11:30 ~ 12:30** | **Meeting with NGOs ( *Cluster II*)** |  |
| **14:00 ~ 17:00** | ***Cluster III*: Review of Articles 6-11****and Concluding observations 56-63** |  |
| **17:20 ~ 18:20** | **Meeting with NGOs ( *Cluster III*)** |  |
| **January 18, 2017 (Wednesday)** | **08:30 ~ 11:20** | ***Cluster IV*: Review of Articles 12-17****and Concluding observations 64-71** |  |
| **11:30 ~ 12:30** | **Meeting with NGOs ( *Cluster IV*)** |  |
| **14:00 ~ 17:00** | ***Cluster V*: Review of Articles 18-25****and Concluding observations 72-80** |  |
| **17:20 ~ 18:20** | **Meeting with NGOs ( *Cluster V*)** |  |
| **Closed meeting to adopt the Concluding Observations** |
| **January 19, 2017 (Thursday)** | **09:00 ~ 12:00** | **Each committee to meet separately** | **Closed Meeting** |
| **14:00 ~ 17:00** | **Completion of the drafting, followed by a closed joint session to adopt the overall document** |
| **January 20, 2017 (Friday)** | **10:00** | **Presentation of Concluding Observations** |  |
| **12:00** | **Lunch** |  |

**Agenda for ROC Second ICESCR Report Review Meeting (Tentative)**

**105.10.14**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Time** | **Description** | **Note** |
| **January 15, 2017 (Sunday)** | **18:00 ~ 20:00** | **Reception** |  |
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| **14:00 ~ 17:00** | ***Cluster I*: Joint public meeting with Government Representatives to review Core Document and**  **Concluding observations 8-35,81** |  |
| **17:20 ~ 18:20** | **Joint meeting with NGOs (*Cluster I*)** |  |
| **Review meetings** |
| **January 17, 2017** **(Tuesday)** | **08:30 ~ 11:30** | ***Cluster II*: Review of Articles 1-5** |  |
| **11:40 ~ 12:40** | **Meeting with NGOs ( *Cluster II*)** |  |
| **14:00 ~ 17:00** | ***Cluster III*: Review of Articles 6-9****and Concluding observations 36-45** |  |
| **17:20 ~ 18:20** | **Meeting with NGOs ( *Cluster III*)** |  |
| **January 18, 2017 (Wednesday)** | **08:30 ~ 11:15** | ***Cluster IV*: Review of Articles 10-11****and Concluding observations 46-51** |  |
| **11:30 ~ 12:30** | **Meeting with NGOs ( *Cluster IV*)** |  |
| **14:00 ~ 17:00** | ***Cluster V*: Review of Articles 12-15 and Concluding observations 52-55** |  |
| **17:20 ~ 18:20** | **Meeting with NGOs ( *Cluster V*)** |  |
| **Closed meeting to adopt the Concluding Observations** |
| **January 19, 2017 (Thursday)** | **09:00 ~ 12:00** | **Each committee to meet separately** | **Closed Meeting** |
| **14:00 ~ 17:00** | **Completion of the drafting, followed by a closed joint session to adopt the overall document** |
| **January 20, 2017 (Friday)** | **10:00** | **Presentation of Concluding Observations** |  |
| **12:00** | **Lunch** |  |

**NGO Session Speaker's Form for the Second ROC ICCPR & ICESCR International Report International Report Review Meeting**

附件2

Name of NGO (in Chinese and English):

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| **Session**：□ICCPR □ICESCR Cluster \_\_\_\_(one form only per Cluster) |
| 1. Chinese and English abstract (approximately 300 words) |
| 2. Covenant articles, conclusive comments and recommendations, general comments or other reference documents (mandatory; to be listed from high to low in order of relevance to the articles, conclusive comments and recommendations or general comments)(1)(2)(3)(4)(5) |
| 3. Appendices (please list the appendix title(s) if attached) (1) (2) (3) (4) (5) |
| 4. Notes(1) Please fill in a separate Speaker's Form for each Cluster and be sure to provide information on the Cluster so that the Secretariat Steering Group may coordinate the speaking order accordingly for each.(2) Please briefly explain the content of the intended dialogue with members of the International Review Committee and please do so in both Chinese and English.(3) Please provide the covenant articles, general comments or other reference documents pertaining to the content of the dialogue. Please also provide any other evidence or documents that may facilitate the review.(4) Speaker's Forms from NGOs not included in the speaking order or not given a chance to speak will still be transferred to the International Review Committee for reference, unless the form has been written in Chinese only. |