

## Participation Guide to the Constructive Dialogues on the UNTOC and Protocols' review process

### 1. 2024 Dates and Deadlines

The 2024 Constructive Dialogues on the UNTOC and Protocols' review process and the Multistakeholder Days prior to the Constructive Dialogues will take place on the following dates:

- Constructive Dialogue on Firearms: **5 April 2024**
  - Multistakeholder Preparation Day: **4 April 2024**
- Constructive Dialogue on Technical Assistance & International Cooperation: **7 June 2024**
  - Multistakeholder Preparation Day: **6 June 2024**
- Constructive Dialogue on Trafficking in Persons: **10 July 2024**
  - Multistakeholder Preparation Day: **9 July 2024**
- Constructive Dialogue on the Smuggling of Migrants: **15 July 2024**
  - Multistakeholder Preparation Day: **12 July 2024**

For the above-noted dialogues there are two different application deadlines.

- The deadline to apply for the Constructive Dialogue on Firearms is **3 December 2023**.
- The Deadline to apply for the Constructive Dialogues on Technical Assistance & International Cooperation, Trafficking in Persons, and Smuggling of Migrants is **4 February 2024**.

Please apply to the Constructive Dialogues [here](https://forms.office.com/e/TiQVqZMKSL) (<https://forms.office.com/e/TiQVqZMKSL>)

### 2. About the Constructive Dialogues

#### 2.1. Mandate and Objectives

The Constructive Dialogues (CDs) are mandated in paragraph 53 of [resolution 9/1](#) of the ninth session of the Conference of the Parties to the United Nations Convention against Transnational Organized Crime (COP-UNTOC), entitled *Establishment of the Mechanism for the Review of the Implementation of the United Nations Convention against Transnational Organized Crime and the Protocols thereto*.

The [Procedures and Rules for the UNTOC Review Mechanism](#) provide that the CDs should be held with relevant stakeholders, including non-governmental organizations, academia and the private sector following the conclusion of the sessions of the Working Groups of the UNTOC Conference of the Parties and the adoption of the reports.

The objectives of the Constructive Dialogues include:

- Briefing participants on the development and outcomes of the review process.
- Collecting inputs and suggestions from participants, including their contributions on ways to improve the implementation of the Convention and the Protocols thereto.
- Providing information on stakeholders' relevant activities, including those activities related to meeting technical assistance needs of States parties.
- Enhancing cooperation with non-governmental organizations to combat transnational organized crime and to promote and review the implementation of the Convention.

## 2.2. Rules and Procedures

In accordance with the procedures and rules for the review, the CDs are conducted by the Chair of the respective Working Group, assisted by the Secretariat.

**No specific country situation shall be mentioned during the CDs except by the country under review.**

This is to ensure that the CDs remain constructive, focusing on finding solutions to the challenges of transnational organized crime through stronger multi-stakeholder cooperation. **Naming and shaming countries or/and what is not working is not considered to be in line with the guiding principles of the Mechanism and the purpose of the CDs, which is to promote fruitful engagement with non-governmental stakeholders.** However, it is possible for a speaker to refer to their organization's mandates and to mention examples related to their work in a specific country.

### Examples 1:

*Not Allowed:* Country X is not adequately treating Victims of Trafficking in Persons. Oftentimes, victims are detained in country X and prosecuted as criminals. This clearly violates the principle of non-punishment of Victims of Trafficking in Persons.

*Allowed:* For two years our organization has been working together with Law Enforcement Agencies in Country X to train the Capacity of Law Enforcement to detect Victims of Trafficking in Persons, and to ensure that their human rights are respected.

### Example 2:

*Not Allowed:* 3D-Printed Handguns have become a major issue in Country X. Country X has not addressed this issue which has resulted in several incidences in the last years where such guns have been used.

*Allowed:* It has been observed through our work that 3D-printed guns have become an increasing problem in many countries worldwide. There are challenges in the judicial system to address this issue adequately. Our organization has been working with law makers and experts from country X to address the gaps in the current legislation.

## 2.3. Outcomes of the Constructive Dialogue

The outcome of the CDs is a written summary in English language prepared by the Chair of the Working Group with the support of the Secretariat. The summary is made available to the Working Group at its next session. The summary captures the main outcomes of discussions, including inputs and suggestions/observations from participants on ways to improve the implementation of the Convention and its Protocols. Further, participating non-governmental stakeholders can submit written statements which will be uploaded to the website of the CD.

## 3. Application and Selection Process

Prior to the CDs, UNODC publishes a call for applications on its website and social media and circulates it through its networks, regional offices, and with Member States. All eligible stakeholders are invited to apply to participate in the CDs by the indicated deadlines, in line with the Mechanism's Procedures and Rules.

Applications are then processed in line with paragraph 53 of the above-noted Procedures and Rules, and successful organizations are invited to participate in the CDs.

The official invitations are addressed to the head of the organization as provided in the application form. Furthermore, successful applicants are requested to fill out an additional form indicating: the full list of delegates, the request for travel support (which may be provided by UNODC on a case-by-case basis and in line with available resources), the interest to speak as a panellist, and the preferred modality of participation (online and/or in-person).

### **Panel Discussion**

To allow for structured discussions and to enable speakers' meaningful contributions, each CD includes panel discussions with experts from NGOs, private sector and/or academia. The selection of panellists is made by UNODC based on the expression of interests by the concerned stakeholders, considering the expertise of applicants and relevance thereof to the topic of the panel discussion. The selection criteria further include (i) consideration to ensuring regional balance; (ii) representation of various stakeholders (NGOs / academia/ private sector); and (iii) gender representation. Prior to the CDs, selected panellists receive dedicated information guiding their participation.

The topics of the panel discussion are aligned with those of the Working Group, in order to streamline discussions and to broaden the scope of related deliberations. The topics for the panel discussion are shared with the applicants as soon as they are available.

## **4. Agenda**

### **4.1. Multistakeholder Preparation Day**

A Multistakeholder Preparation Day takes place a day before each Constructive Dialogue, on the second day of the related Working Group. During this day, participants (i) are briefed about the CDs and how to participate meaningfully online and in person; (ii) meet with the Chair of the Working Group and the CD to reflect on the outcomes of the previous CDs and the discussions in the ongoing Working Group sessions; (iii) exchange on their strategic engagement in the implementation of UNTOC, and coordinate their contributions to Conference of the Parties to the Convention; (iv) finalize their contributions to the CDs, especially panellists, including by receiving feedback on their prepared contributions. The Multistakeholder Preparation Day usually takes place from 10 am to 5 pm CEST.

### **4.2. Constructive Dialogue**

The general programme of the Constructive Dialogue is as follows:

**Agenda item I:** The opening by the Chair of the Working Group

**Agenda item II:** A Briefing by the Secretariat on the developments and outcomes of the review process.

**Agenda item III:** Panel discussions in line with the substantive agenda items, as provided in section 4 above. Panellists and participants are encouraged to make concrete observations that can be captured in the Chair's summary.

**Agenda Item IV:** The closing by the Chair of the Working Group.

Note: The structure and content of the programme may vary depending on the circumstances. The final programme of the Dialogue is uploaded on the relevant UNODC webpages prior to the meeting.

The CDs usually take place from 10 am to 1 pm CEST and from 3 pm to 6 pm CEST.

## **5. Modality of Participation**

The Constructive Dialogue takes place in a hybrid mode, online and in-person at the Vienna International Center (VIC) in Vienna, Austria. As noted above, invitees are asked to nominate their

delegation and to communicate their preferred modality of participation once the official invitations have been dispatched, on a dedicated form which will be indicated by UNODC.

### 5.1. In-Person Participation

In-person participants are required to provide a copy of their passport and an official letter signed by the head of the organization, including details (name, title/function, workplace, and individual email address) sent to [unodc-se4u@un.org](mailto:unodc-se4u@un.org) in order to have access to the premises upon their first arrival. UNODC facilitates visa applications upon request and on a case-by-case basis.

### 5.2. Online Participation

Only the officially designated delegates from the organizations receiving the formal invitation from UNODC, have access to join the Constructive Dialogue online. The conference takes place through Webex, a secure online platform for meetings. The link to join the CDs online is sent to the above-specified participants in the days prior to the Constructive Dialogues and is not transferrable.

## 6. Funding

Organizations are responsible for organizing and financing their participation in the CDs. Limited resources to support in-person participation of grassroots organizations and victim-led/focused organizations are available in UNODC which is considered on a case-by-case basis. Organizations interested in receiving travel support are requested to register their interest in the form sent by UNODC following receipt of official invitations. Organizations that have been selected for travel support will be contacted by UNODC.

## 7. More Information

- Website of the Constructive Dialogues (CSU): <https://www.unodc.org/unodc/en/ngos/constructive-dialogues.html>
- Website of the Constructive Dialogues (Review Mechanism): <https://www.unodc.org/unodc/en/organized-crime/intro/review-mechanism-untoc/constructive-dialogues.html>
- Application Form: <https://forms.office.com/e/TiQVqZMKsL>
- Website of the UNTOC Working Groups: <https://www.unodc.org/unodc/en/organized-crime/intro/COP/working-groups.html>

## 8. Contact Information

For more information about Constructive Dialogues please contact UNODC at the following email addresses:

UNODC Civil Society Unit: [unodc-se4u@un.org](mailto:unodc-se4u@un.org)

UNTOC Review Mechanism Secretariat: [untoc.review@un.org](mailto:untoc.review@un.org)