

CIVIL SOCIETY COORDINATION GROUP
Proposals for Civil Society Participation at PrepCom2
Event organization and logistics.

The following is a general proposal on civil society requirements at PrepCom 2 in Geneva in February. As details are not yet available on the structure of this event, or the venue(s), it remains at quite a general level.

It was drafted by *Sub-Committee 1 on Participation*, set up at PrepCom 1 by civil society organisations there, and part of the *Civil Society Plenary Group*. But it is geared to allow for *all* civil society organisations to secure the space they need to develop and exchange ideas, and to organise around the event.

This has been approved both by the Sub-Committee 1 (members below) and by the *Civil Society Plenary Coordinating Group*, which brings together two members from each subgroup (caucuses, Working Groups, Sub-Committees) of the Plenary Group.

The goal in PrepCom 2 is to maximise participation of civil society in terms of enabling wide ranging discussions; facilitating internal coherence and mobilisation; disseminating widely and quickly civil society ideas and positions; and cooperating and coordinating with others, especially the intergovernmental sessions. This is to be achieved by creating multiple spaces for civil society to meet, some structured in advance, others not; and effective monitoring, briefing and communications mechanisms.

A number of general points:

- Civil Society representatives should, by right, have **clear open lines of communication with the organisers/Chairs of the intergovernmental sessions** and activities, such that civil society participation in these is carefully planned and executed and not, as in the past, ad hoc; and the selection of civil society participants in these should be a matter entirely for civil society.
- We have no information yet about the venue(s) to be used for the PrepCom. But it is important that the **civil society spaces are close to the intergovernmental space**. The Civil Society Secretariat Room, morning Briefing Room, and general LAN and Web Access space should also be close to each other, as well as to the main intergovernmental space.
- Civil Society representatives **should deal directly with the Conference logistical organisers**, to ensure that ongoing needs are fulfilled in a timely manner.
- This document **does not cover funding requirements**. Yet all recognise that **funding is critical** to participation from the South, for dissemination and debate, and for general civil society effectiveness. At the PrepCom assistance in such matters as low-cost accommodation will be needed. These matters will be raised in further communications.
- Neither does this document cover **accreditation and modalities for participation**, which will also be addressed in a later proposal.

Spaces and Fora for Civil Society

<i>PrepCom 2 Official Civil Society Spaces and Fora</i>	<i>Rationale</i>	<i>Needs facilitated by Secretariat (Located on/by PrepCom site)</i>
1. Initial advance CS meeting , day before the PrepCom. All welcome, but core group there.	For information sharing and detailed planning and task allocation for the event	One room, up to 100 people. Low priority interpretation
2. Morning open briefings sessions.	To report on developments, allocate tasks for the day (such as monitoring), and reviewing progress.	Mid size (up to 150) room. 8:00 am – 9:00 am each day . Mid priority for interpretation
3. Civil Society Plenary Meetings : Open Plenary; two mid PrepCom; Closing Plenary.	To bring all civil society actors together for coordination and consensus building.	Large room (300) *4 Top priority Interpretation

4. Thematic Discussion: Parallel session to discuss WSIS themes. Many civil society interest group will want to organise sessions.	These are the main opportunities for civil society actors to present and explore ideas together and come up with coherent positions.	Mid size (up to 150) room. Two rooms; available every morning and afternoon Mid priority for interpretation
5. Tri-Partite Roundtables, bringing together government, civil society and private sector.	To enable coordination of the process, convergence of ideas and positions, and collaboration on final Declaration .	One room, up to 100 people. Mid priority interpretation

Logistical support needed.

<i>Logistical/organising Spaces</i>	<i>Rationale</i>	<i>Needs</i>
6. Civil Society Groups' Secretariat Room and services	Need a centrally located point from which organisation and communication can be coordinated	Small room with desks; copying, computers, LAC access. Also need notice boards
7. Caucus Rooms for use as the need arises (thematic, regional etc.)	Often in mid-PrepCom, meetings must be organised at short notice. Needed are easily-booked designated spaces	One or more small rooms, 30- 40 each, available on request.. Low priority interpretation
8. Media Group room. This could be adjoining the Secretariat	A civil society Media group is needed to inform those not able to travel to Geneva; and liase with Press locally and globally	Small room or space with PCs, copying, and LAN access.
9. Common LAN and Web access and photocopying	These are basic logistical needs	Space for laptop use, computers, photocopying. Need not be exclusive to civil society.
10. Translation of key documents	Effective participation from non English speakers requires timely translation, before during and after the event.	Access to translators, and/or funding to support travel and subsistence of volunteers

Membership of Sub-Committee on Civil Society Participation

This sub-committee is open to all civil society organisations. Current members as follows approve these proposals:

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