

Europe and North Asia Forest Law Enforcement and Governance (ENA FLEG)
Ministerial Process

Civil Society Participation in ENA FLEG Ministerial Conference¹
November 20-25, 2005, Saint-Petersburg, Russia

Self-Selection Process

Background: The Europe and North Asia Forest Law Enforcement and Governance (ENA FLEG) ministerial process aims to mobilize international commitment from producer, consumer and donor governments to increase efforts to combat illegal logging as well as the associated trade and corruption in the forest sector. The ENA FLEG aims to create the political space at national and regional levels to address these complex and politically sensitive issues more concertedly in the future and in partnership with major stakeholders from civil society and the private sector. Specifically, the FLEG process recognizes the need for joint efforts and shared responsibility of wood products producing countries, consuming countries, civil society (especially the private sector and NGOs) and donors. The ENA FLEG Ministerial Conference is scheduled to be held in Saint-Petersburg, Russia (22-25 November 2005). Subject to funding, prior to the Ministerial Conference there will be civil society preparatory meeting (November 20-21, 2005).

Selecting Civil Society Representatives for the ENA FLEG Ministerial Conference: The International Steering Committee² (ISC) of the ENA-FLEG Ministerial Conference recognizes the need for informed broad stakeholder engagement and civil society participation in the ENA FLEG process, including during the early stages leading up to the Preparatory Conference NGO meeting.

The International Steering Committee of the ENA FLEG Process has requested that IUCN facilitate a self-selection process for the ENA FLEG Ministerial Conference (November 22-25, 2005) for national and local NGOs (25 slots) and international NGOs (10 slots). The participation of the 25 selected national and local representatives will be sponsored by the organizers of the ENA-FLEG process. If funding for the civil society pre-meeting is secured, IUCN will cover the costs of two extra days of accommodation and meals in St. Petersburg. *Sponsorship is predicated upon full and active participation in the ENA-FLEG process including preparatory activities, the MinConf and follow up activities.* The international NGOs will cover their own costs of participation in the pre-meeting and official conference. The organization of these processes is outlined in the following pages.

Definitions: Consistent with procedures for securing accreditation to various UN conferences and bodies, the IUCN Statutes and common usage, a national or local NGO is one which is incorporated within a State, while an international NGO is one which is organized in two or more States. An international NGO is one which has a separate legal identity beyond those of its national or regional groups, each of which has separate legal or other organizational status with individual countries.

For purposes of the ENA-FLEG self selection process, the issue of organizational status could be further clarified by asking the following questions:

- § Does the NGO work on FLEG *primarily*
- (a) directly with relevant actors within a country national (e.g. ECODAL, Green Earth Institute)
 - (b) directly with relevant actors at a regional or international level international (e.g. Forests Monitor, WRI, FERN)
 - (c) both international and national/local (e.g. WWF, Greenpeace, TRN)

If a national office of an international NGO network wishes to be eligible for national/local slots, it should meet the criteria for national/local NGOs, which include agreeing to contribute to and represent a consolidated group position rather than the interests of their own organization.

¹ Financially supported by the Governments of Canada and Germany.

² The ENA FLEG International Steering Committee is composed of the governments of Bulgaria, Canada, Finland, Germany, Japan, Kazakhstan, Russia, Poland, Turkey, United Kingdom, and the United States, as well as the World Bank and the European Commission.

A. Allocation of Slots: Participation by local and national civil society organizations from the ENA-FLEG area will be limited to 25 representatives, as outlined by the ISC. These 25 will be identified through a self-selection process facilitated by IUCN, building on the process used for the Preparatory Conference. This process will be carried out by email with the possible addition of phone or email interviews if needed to better assess the level of commitment and expertise of candidates. In addition to a broad geographic coverage, these 25 should have a broad mix of experience, not only on illegal logging but on broader forest governance issues, including social aspects and nature protection. IUCN will notify the ENA FLEG ISC of the outcomes of the self-selection process.

The World Bank will cover the costs of travel, accommodation and participation to the conference selected civil society representatives from 25 local and national NGOs, based on need.

Based on the recommendations of the ISC, it has been suggested that the 25 slots for national and local NGOs be allocated as follows:

Russia (5)

Central Asia and Caucasus (3)

China (4)

Mongolia (1)

Japan (2)

Central and Eastern Europe (4)

Western and Southern Europe (3)

Indigenous peoples and ethnic minorities (3)

(though could be additional representation through country and regional slots)

B. Selection Criteria: Adapted from the recommendations of the International Steering Committee, and building on experience with the PrepConf self selection process, participants should as much as possible meet the following criteria:

General criteria

- The civil society group has to be local or national.
- At least 10 places will be reserved for female representatives.
- At least 3 places will be reserved for representatives of indigenous peoples.

Organization Criteria

1. Has demonstrated interest in the ENA-FLEG process so far as evidenced by, e.g. amount of staff time and other resources allocated to the process, designation of a specific staff person as the ENA-FLEG focal point, etc.
2. Offers appropriate substantive experience upon which the ENA-FLEG process may wish to draw
3. Demonstrates a capacity and experience in representing a range of views and in two-way communication with the civil society groups and stakeholders they represent. This could be demonstrated by, e.g. having compiled comments from other organizations and disseminated / presented them without allowing their own-bias to interfere
4. Willing to make a firm commitment to coordinate with other civil society groups in advance of, during and after the MinConf as evidenced by, e.g. having already coordinated with other groups, announcement of intentions and how they will be carried out on the TRN ENA-FLEG web site, etc.
5. Committed to disseminating information to other civil society groups before, during and after the MinConf, including reporting on the outcomes of the meeting

Representative (Individual) Criteria

1. Has demonstrated interest in the ENA-FLEG process so far e.g. amount of staff time personally allocated to the process, status as the organization's designated ENA-FLEG focal point, etc.
2. Has substantive experience of high relevance to the ENA-FLEG process
3. Can demonstrate personal commitment to the full process [including active participation in the civil society pre-meeting November 20-21, 2005, the entire MinConf November 22-25, 2005, daily civil society "delegation" meetings during the MinConf, helping ensure that all key sessions are covered during the MinConf, etc]. This commitment could be demonstrated by e.g. having already put in significant time and effort in coordinating with

other civil society representatives, gathering and exchanging civil society views, having prepared or participated in the preparation of inputs on the draft Declaration and Indicative Action Plan in advance of and after the September 9th deadline for government submissions, etc.

4. Will personally commit to represent the wider civil society community at the MinConf, rather than just the interests of his/her own organization, which intention may be assessed by, e.g. having already participated in compiling comments from other organizations and disseminating / presenting them without allowing their own-bias to interfere
5. Will personally contact key government representatives before the MinConf meeting to pass on civil society recommendations and/or participate in awareness raising missions with the project coordinators (though of course not if this could affect personal security)
6. For those candidates who were selected for the PrepConf:
 - were present for and actively participating in all of the civil society and official sessions unless unable to do so due to travel arrangements made by the conference organizers
 - can provide evidence of ongoing participation in the process
 - otherwise fulfilled the criteria agreed for the PrepConf self selection process.

C. Structure and Timeline of Self-Selection Process: The following steps will be followed for the self-selection process:

1. *Dissemination of information and application form / questionnaire (August 15- September 9, 2005)*: IUCN offices in 6 countries³ will have the primary responsibility to distribute the information about the self-selection process to as many civil society organizations as possible. Other IUCN members in the ENA-FLEG region (there are more than 50) will also be encouraged to disseminate the information. Information will also be sent through the mailing lists of the Taiga Rescue Network, FERN and other networks active in the region.
2. *Application process (deadline September 9, 2005)*: Those interested in participating will be invited to fill out the application form / questionnaire attached to this document and returns it by September 9, 2005 to the IUCN office in their country or region. In addition, all those interested civil society groups (including those who are not nominating themselves) will be given a chance to identify their 1st and 2nd choices later.
3. *Evaluation of applications / questionnaires (September 12)*: The IUCN offices will tabulate all applications for national and local NGOs.
4. *Preliminary list of recommendations sent to civil society groups for comment (September 12)*: The results will be distributed to all interested local and national civil society groups to identify their 1st and 2nd choices.
5. *Comments on preliminary list (deadline September 19)*
6. *Revision of list of recommendations if necessary (September 21-23)*: The recommendation will be revised and redistributed for further comment if there is significant agreement among the civil society groups on any changes that may be required
7. *Submission of List to ENA FLEG ISC (September 27)*: A final list will be compiled and will be transmitted to the International Steering Committee and World Bank. The World Bank will begin to process invitations and visa applications.

D. IUCN and World Bank Contacts: Please contact the following IUCN contacts if you have any specific questions about the self-selection process. Other queries on the ENA FLEG process can be sent to ena-fleg@worldbank.org

Russia, Central Asia and Caucasus

Victor Teplyakov, IUCN Russia and CIS office in Moscow
victor.teplyakov@iucn.ru
fleg.iucn.ru

China

Li Ning and Seth Cook, IUCN Country Office in China
Li Ning@iucn.org.cn and seth@iucn.org

§ IUCN Regional Office for Europe in Brussels; IUCN Office for Russia and CIS, including Central Asia in Moscow; IUCN Office for Central and Eastern Europe in Warsaw; IUCN South-Eastern Europe Office in Belgrade; IUCN Regional Office for Asia in Bangkok; IUCN Country Office in China

Mongolia, Japan

Guido Broekhoven, IUCN Regional Office for Asia in Bangkok
gbroekhoven@iucn.org

Central and Eastern Europe

Zenon Tederko
IUCN Office for Central and Eastern Europe in Warsaw
Zenon.tederko@iucn.org

or

Jörg Lohmann, IUCN South-Eastern Europe Office in Belgrade
Joerg.lohmann@iucn.org
Tel: +381 11 2272 259

Western and Southern Europe

Caroline Nienhuis, IUCN Regional Office for Europe
caroline.nienhuis@iucn.org
Tel. +32 2 732 82 99 / +32 2 739 3006 (direct); Fax: +32 2 732 94 99

Indigenous peoples and ethnic minorities

Contact most relevant IUCN office from above.

A. Allocation of Slots: Participation by international civil society organizations from the ENA-FLEG area will be limited to 10 representatives, as outlined by the ISC. These 10 will be identified through a self selection process, building on the process used for the Preparatory Conference. In addition to a broad geographic coverage, these 10 should have a broad mix of experience, not only on illegal logging but on broader forest governance issues, including social aspects and nature protection. IUCN will notify the ENA FLEG ISC of the outcomes of the self-selection process.

Representatives from 10 international NGOs will cover their own expenses to participate in the Ministerial Conference and preparatory NGO meeting.

B. Selection Criteria: Adapted from the recommendations of the International Steering Committee, and building on experience with the PrepConf self selection process, an international NGO should as much as possible meet the following criteria:

Organization Criteria

1. Has demonstrated interest in the ENA-FLEG process so far as evidenced by, e.g. amount of staff time and other resources allocated to the process, designation of a specific staff person as the ENA-FLEG focal point, etc.
2. Offers appropriate substantive experience upon which the ENA-FLEG process may wish to draw
3. Has undertaken collaborative activities with other NGOs and other actors related to ENA-FLEG and is committed to continuing collaboration with other civil society groups in advance of, during and after the MinConf as evidenced by, e.g. having already coordinated with other groups, announcement of intentions and how they will be carried out on the TRN ENA-FLEG web site, etc.
4. Committed to disseminating information to its own network(s) in advance of, during and after the MinConf, including reporting on the outcomes of the meeting as demonstrated by past and current efforts made to do so
5. Has a good geographical spread (i.e. good representation of interests in relevant regions)

Representative (Individual) Criteria

1. Can demonstrate personal commitment to the full process [including active participation in the civil society pre-meeting November 20-21, 2005, the entire MinConf November 22-25, 2005, daily civil society "delegation" meetings during the MinConf, helping ensure that all key sessions are covered during the MinConf, etc.] This commitment could be demonstrated by e.g. having already put in significant time and effort in coordinating with other civil society representatives, gathering and exchanging civil society views, having prepared or participated in the preparation of inputs on the draft Declaration and Indicative Action Plan in advance of and after the September 9th deadline for government submissions, etc.
2. Will personally contact key government representatives before the MinConf meeting to pass on civil society recommendations and/or participate in awareness raising missions with the project coordinators (though of course not if this could affect personal security)

C. Structure and Timeline of Self-Selection Process: The following steps will be followed for the self-selection process:

1. *Dissemination of information and application form / questionnaire (August 15- September 9, 2005)*: IUCN's Forest Conservation Programme will have the primary responsibility to distribute the information about the self-selection process to as many international NGOs as possible, including those who were invited to the PrepConf and any others who are recommended.
2. *Application process (deadline September 9, 2005)*: Those interested in participating will be invited to fill out the application form / questionnaire attached to this document and return it by September 9, 2005 to the IUCN Forest Conservation Programme. In addition, all those interested international NGOs (including those who are not nominating themselves) will be given a chance to identify their 1st and 2nd choices later if there is more demand than there are slots.
3. *Evaluation of applications / questionnaires (September 12)*: The IUCN offices will tabulate all applications for international NGOs.
4. *Preliminary list of recommendations sent to international NGOs for comment (if necessary) (September 12)*: This step will be taken only if there is more demand than there are slots. If there is no competition for the 10 slots, the list of applications will simply be circulated for

information purposes. If there are more applications than slots, the results will be distributed to all interested international NGOs to identify their 1st and 2nd choices.

5. *Comments on preliminary list (if necessary) (deadline September 19)*
6. *Revision of list of recommendations (if necessary) (September 21-23):* The recommendation will be revised and redistributed for further comment if there is significant agreement among the civil society groups on any changes that may be required
7. *Submission of List to ENA FLEG ISC (September 27):* A final list will be compiled and will be transmitted to the International Steering Committee and World Bank. The World Bank will begin to process invitations and visa applications.

International NGOs should send their applications to Carole Saint-Laurent, IUCN Forest Conservation Programme, at carsaintl@bellnet.ca by September 9, 2005.