

**Decision IG.19/6**

**"MAP/Civil society cooperation and partnership"**

*The 16<sup>th</sup> Meeting of the Contracting Parties,*

*Recalling* the goal and the objectives of the Mediterranean Action Plan and the Barcelona Convention for the Protection of the Marine Environment and the coastal region of the Mediterranean as amended in Barcelona in 1995, herein after referred to as the Barcelona Convention, to ensure environmental protection and promote sustainable development of the Mediterranean Sea area and its coastal zone,

*Considering* that the achievement of this goal and the fulfilment of these missions can be better realised with constant awareness and support from civil society in particular the NGOs and the public according to art. 15 and 17(IV) of the Barcelona Convention,

*Recalling* that, in this spirit, MAP has, since it was established in 1975, developed fruitful working relations with civil society organisations by creating the observer and partner status for non-governmental organisations according to art. 20-1-b of the Barcelona Convention,

*Recalling* the recommendations agreed by the 11<sup>th</sup> and 12<sup>th</sup> Meetings of the Contracting Parties held respectively in Malta, 1999 and Monaco, 2001 with regard to MAP/NGO cooperation, its objectives, priority actions and admission criteria,

*Recognising* that a number of activities in MAP's Programme of Activities have been carried out in partnership with national, regional and international NGOs, and their participation on an equal footing as members of the MCSD,

*Confirming*, through the present decision its recognition, of the active and constructive role of the international, regional and national NGOs in the MAP/Barcelona Convention system including the MCSD/MSSD, in particular of the contribution to achieve their objectives; further, to recognise this cooperation especially by underlining its partnership character in order to promote the implementation of the Barcelona Convention and its Protocols and of the MSSD,

***Hereby decides to adopt***

- a) *the rights and responsibilities of MAP partners as described in the Code of Conduct for MAP partners contained in Annex I to this decision;*
- b) *criteria and a procedure for admission as MAP Partners of the international, civil society organisations/NGOs as well as national and local non governmental organisations in accordance with Annex II of this decision.*

***The 16<sup>th</sup> meeting of the Contracting Parties*** invites the Contracting Parties to cooperate and encourage the MAP partners to promote the further implementation of the Convention and its Protocols as well as of the MSSD at the international, national, and local levels.

**The 16<sup>th</sup> meeting of the Contracting Parties requests** the Secretariat to:

- a) *Undertake an assessment of the current list of MAP partners on the basis of the newly adopted admission and partnership renewal criteria and procedure with a view to submitting the updated list for consideration and approval by the meetings of the Bureau during the next biennium, subject to endorsement by the 17th meeting of the Contracting Parties in 2011;*
- b) *Facilitate in coordination with the MAP components the implementation of the Code of Conduct of MAP partners by implementing all the actions referred to therein as responsibilities of the Secretariat;*
- c) *Provide assistance to the MAP partners from the developing Mediterranean countries with a view to further strengthening their capacities and contribution to the achievement of the objectives of MAP/ Barcelona Convention and its Protocols as well as of the MSSD objectives.*

## **Annex I**

### **Code of conduct**

The objective of the Code of Conduct is to guarantee a common deontology to guide the partnership between MAP and the NGOs and give greater visibility to the reciprocal commitments of both the NGOs and the UNEP/MAP.

NGOs, as true partners of MAP, are both privileged and committed to be involved in constructive dialogue and consultations with the Contracting Parties and the various MAP components, facilitated by the MAP Secretariat, in addressing key issues and seeking the most effective implementation of MAP's work.

### **MAP Partners Rights**

1. NGOs may formulate comments, constructively criticize or make proposals on the activities of MAP and the Contracting Parties;
2. NGOs may make written presentations on topics relevant to the objectives of the Convention during meetings and conferences. The Secretariat shall ordinarily distribute such documents, including publishing them on the MAP website. The participation of NGOs includes the entitlement to have access to all documents relevant to the decision-making process produced for meetings and to circulate written statements;
3. NGOs do not have the right to vote;
4. The points of view of NGOs as expressed in the meeting must be reflected in the official report of that meeting;
5. NGOs have the right to be informed. To this purpose they are sent by Internet all documents prepared by the various MAP bodies which are likely to be of interest to them, in a manner that allows them sufficient time to prepare and participate effectively in the decision-making process;
6. NGOs have the right to access environmental information. The Secretariat and MAP components shall make environmental information available to NGOs without them having to state an interest, as soon as possible after their request has been submitted;
7. NGOs are associated as closely as possible in the various phases of preparation and follow-up of MAP's programmes and actions;
8. NGOs may submit in writing to the MAP Secretariat general or specific comments and suggestions on topics within their competence, concerning the implementation of MAP's objectives. The Secretariat informs the Bureau accordingly;
9. NGOs are invited to participate in seminars, colloquia and conferences organized by the various MAP bodies;
10. NGOs have at their disposal one page of the "MEDWAVES" bulletin for their activities. This bulletin is sent to them free of charge;
11. NGOs are invited to appoint their representatives at the periodic meetings of accredited NGOs, especially prior to the Meetings of the Contracting Parties;
12. Agreements may be concluded between the Secretariat or MAP bodies and the NGOs considered the most directly concerned/competent, in order that the latter may contribute to the execution of tasks within the framework of the MAP programme. However, the MAP/NGO partnership in no way implies the automatic granting of financial assistance;
13. NGOs may at any point renounce the accreditation accorded to them by addressing a written notification to the Secretariat;

### **MAP Partners responsibilities**

1. NGOs include in their programmes of activities the objectives pursued by MAP and its components as expressed in the Barcelona Convention and its Protocols, in resolutions of the Mediterranean Commission on Sustainable Development (MCSD) and in decisions of the Meetings of the Contracting Parties;

2. In order to reinforce the spirit of solidarity among the peoples of the Mediterranean, NGOs contribute to the raising of awareness and information of their members and more generally of the public, in order to make better known the objectives of the Barcelona Convention and its Protocols, as well as the achievements of MAP;
3. To this effect, NGOs disseminate relevant data and information material in meetings and other events they organize and publish documents concerning MAP activities;
4. NGOs regularly inform the Secretariat and the various MAP programmes and RACs about their activities as well as their contribution to achieving the objectives of MAP, mainly by sending them their information bulletins, annual reports and other relevant publications and by inviting them to participate in their public meetings and other activities where appropriate;
5. NGOs work to promote and reinforce compliance with the Barcelona Convention and its Protocols and to contribute to their implementation with the support of NGOs at the local, national and international levels.
6. NGOs strive to build a partnership with other stakeholders, especially the private sector, other NGOs and public authorities, with a view to undertaking promotion activities relating to the implementation of the Barcelona Convention and its Protocols;
7. NGOs strive to develop environmental education and training activities in the Mediterranean countries, in connection with MAP's objectives and activities;
8. NGOs strive to develop relationships and joint actions and synergies with other NGOs in the North and South of the Mediterranean;
9. According to their expertise and specific experience at local, national or regional levels, NGOs put at the disposal of MAP their know-how and expertise by providing advice or counsel and by participating in MAP surveys, activities or publications;
10. NGOs regularly keep abreast of MAP's activities, and projects by using available sources, especially the various internet sites;
11. NGOs provide of their own accord, or at the request of the various MAP bodies, any information, documentation or report relating to subjects under study to both the Secretariat and the various programmes and RACs;
12. NGOs maintain continuous relationships with the various MAP Focal Points in the countries where they are present;
13. NGOs contribute and participate regularly in an active manner in the MAP meetings and other activities to which they are invited;
14. In expressing their points of view, NGOs shall refrain from any statement, whether oral or verbal, which would infringe upon the rights of others;
15. NGOs must not use the opportunity of MAP meetings to express political or religious views on matters other than those directly related to the Barcelona Convention;
16. In construing the application of the foregoing responsibilities of accredited NGOs, account shall be taken of the differentiated capacity, resources, socio-cultural circumstances and objectives of accredited NGOs;
17. NGOs' contribution to MAP implementation as described under "Responsibilities" should be properly reported in the MAP reporting process.

#### Compliance with the Code of Conduct

1. In case of a complaint or dispute regarding the rights and responsibilities of NGOs within the MAP framework between an NGO and the MAP bodies, a written complaint may be lodged with the Secretariat by the NGO involved. The Secretariat strives to resolve the conflict and, if necessary, calls in a mediator appointed by the Bureau.
2. If the Secretariat is of the reasonable opinion that an NGO has materially failed to comply with this Code of Conduct, then:

- a. the Secretariat shall notify that NGO of its alleged non-compliance, providing the NGO with a written explanation of the grounds of such alleged non-compliance;
- b. the NGO shall have 30 days following receipt of such notice to provide the Secretariat with a written response to the alleged non-compliance;
- c. the Secretariat shall consider the written response, and either:
  - i. accept the response and withdraw its notice; or
  - ii. serve notice on the NGO that the non-compliance must be remedied within 30 days of such subsequent notice;
- d. If the NGO fails to remedy the breach of the Code of Conduct within that second 30-day period, the Secretariat may refuse to renew the NGO's observer accreditation, provided that, in no circumstances shall non-compliance with this Code of Conduct be used as a means of pressurizing an NGO or expelling an NGO on arbitrary grounds.

## **Annex II**

### **Criteria for accreditation, renewal, withdrawal of accreditation and the relevant procedures**

#### **Part I: General conditions for accreditation**

Two categories of NGOs are eligible for observer status

- *International and regional NGOs*
- *National and local NGOs from Mediterranean riparian states.*

Both categories of NGOs should satisfy the following general conditions :

- a) be representative in the field(s) of their competence and fields of action by the Mediterranean Action Plan Barcelona Convention and its Protocols;*
- b) be able, through their work, to support the achievement of the objectives of the Mediterranean Action Plan/Barcelona Convention and its Protocols;*
- c) be able to make known the work of the Mediterranean Action Plan/Barcelona Convention and its Protocols in the region and/or their respective countries;*
- d) be able to contribute, through a specific project or programme, to the implementation of MAP/Barcelona Convention and its Protocols programme of activities;*
- e) be able to contribute, through a specific event or manifestation linked to a Mediterranean Action Plan field of activity, to public awareness-raising;*
- f) be able to provide, through their specific activity or experience, expert advice on the definition of Mediterranean Action Plan policies, programmes and actions;*
- g) be able regularly to disseminate information to their members, where applicable, on the standards, activities and achievements of the Mediterranean Action Plan/Barcelona Convention in their own field(s) of competence;*
- h) be able to furnish, either spontaneously or at the request of the Mediterranean Action Plan's different bodies, information, documents or opinions relating to their own field(s) of competence.*

#### **Part II: Specific accreditation criteria and procedures**

##### **Accreditation**

*The following criteria apply to international and national/local NGOs:*

- a) to have legal status; terms of reference, objectives and scope of activities related to one or more of MAP's areas of activity and to the scope of the Convention and its Protocols;*
- b) to have existed for at least 4 years;*
- c) to submit financial and activity reports from the last two years;*
- d) to operate democratically;*
- e) to have their regional office or headquarters in a Mediterranean country;*
- f) to demonstrate proof of general or specialised, technical or scientific competence on issues related to the activities of MAP, the Barcelona Convention and its Protocols;*
- g) to demonstrate what contributions the NGO could make to MAP and the Convention and Protocols.*

*The following specific criteria apply to national/local NGOs:*

- a) NGO objectives genuinely related to the marine environment and coastal zones;*
- b) NGOs participating or wishing to participate in specific national or local programmes or projects on the implementation of the objectives of the MAP/Barcelona Convention and its Protocols.*

**Accreditation procedure:**

- The request is sent to the Secretariat 6 months before a Meeting of Contracting Parties by an NGO or through a proposal from a RAC/MED POL with the consent of the concerned NGO. The request is made using the application form attached as Appendix to this Annex
- RACs' opinion sought
- Draft Secretariat proposal submitted to MAP Focal Points
- Decision of the Bureau on the accreditation
- Bureau decision forwarded to the Contracting Parties meeting for endorsement
- Tacit consent of the Contracting Parties meeting

**Renewal of accreditation:**

- Every 6 years, NGO observers ask the Secretariat to renew their accreditation
- The request should show what contribution the NGO has made to MAP activities and projects as well as its attendance at meetings/events

**Accreditation renewal procedure**

- The request is sent to the Secretariat at least 6 months before a Meeting of the Contracting Parties, otherwise the NGO is seen as relinquishing its accreditation procedure
- RACs' opinion sought
- Draft Secretariat proposal to the Bureau
- Bureau decisions forwarded to the meeting of the Contracting Parties for endorsement
- Tacit consent of the Contracting Parties meeting

**Withdrawal of accreditation**

Following a hearing with the NGO in question, the Secretariat may withdraw accreditation if it deems that the NGO no longer meets the accreditation criteria or has breached the Code of Conduct and failed to remedy such breach in accordance with the provisions of the Code of Conduct.

Total lack of participation in MAP meetings and activities over a period of 4 years will lead to the accreditation being automatically cancelled following a hearing with the NGO in question.

**Part III: Effects of accreditation**

**List of NGOs observers/MAP partners**

The Secretariat shall draw up a list of MAP's observer partners and update it for each Meeting of the Contracting Parties, drawing a distinction between international and/or regional NGOs and national and/or local NGOs.

**Participation in MAP activities**

- *Art. 8-2 of the Rules of Procedure applies as a matter of principle to international NGOs with no special authorisation being requested. These meetings include the various meetings of the focal points.*
- *Exceptionally, and depending on the agenda being of potential interest to the national/local NGOs, the latter may request special authorisation from the Secretariat to attend a meeting or conference which is of direct concern to them.*

- *Both categories of the NGOs accredited as observers are entitled to be appointed as members of the Mediterranean Commission on Sustainable Development in accordance with the Commission's Rules of Procedure.*
- *According to art.8.1.B and 8.2 of the Barcelona Convention's Rules of Procedure and art. 5 of the Rules of Procedure of the Mediterranean Commission on Sustainable Development, NGOs accredited according to the afore-mentioned provisions may be represented as observers at meetings of the Commission, with the consent of its Steering Committee.*
- *Accredited NGOs may be invited to attend RAC meetings and the steering groups for RAC activities.*
- *Proposals made by an NGO may be put to the vote if supported by a Contracting Party.*
- *The other forms of participation and partnership are laid out in the code of conduct on rights and responsibilities of MAP Partners.*



## Appendix

### **Application form for NGOs observers/MAP Partner status**

Please send your completed form and required documents by email to [unepmedu@unepmap.gr](mailto:unepmedu@unepmap.gr)  
Postal address

#### **Part A - General information**

1. Name and acronym of the organization in English and French
2. Address of the Headquarters  
*Street*  
*Town*  
*Country*  
*Telephone*  
*Fax*  
*Email*  
*Internet site*
3. Year of foundation
4. Type of organization  
Association; federation, foundation, professional organization, umbrella organization
5. Organizational status  
*President of the organization, name, surname, address*  
*Secretary General of the organization name, surname, address*  
*Structure and functioning of directing bodies*  
*Staff*  
*Number of members*
6. Funding
  - a) Membership fees
  - b) Public funding
  - c) Private donations
  - d) Other, please specify
7. Aims  
Please describe briefly the goals, mandate or mission of your organization in English or French
8. Activities of your organization  
Please describe activities of your organization
9. Constituency  
Please describe briefly the support base (members/supporters/donors) of your organization
10. Accreditations  
Accreditation with other international intergovernmental organizations

11. Publications

*Titles/number*

*Does your organization publish an annual report?*

Yes

No

*Does your organization produce a list of available publications and or educational matters?*

**Part B - Areas of possible cooperation with MAP**

Please indicate the areas of your organization's activities which correspond to the MAP Programme of activities and Policies

- a) Governance for environment and development
- b) Integrating environment in development
- c) Legal aspects of implementation of the Barcelona Convention and its Protocols
- d) Pollution control and prevention
- e) Biodiversity conservation
- f) Integrated coastal zone management/Ecosystem management
- g) Sustainable consumption and production
- h) Sustainable management of natural resources and efficient use of resources
- i) Public participation and awareness

**Part C - Modalities of cooperation with MAP**

1. In what way does your organization feel it could contribute to the MAP activities and to the promotion of its values?

(Please describe: Studies, reports, previous work in the field concerned, expertise of its members, etc)

2. What practical cooperation has already been established with the Coordinating Unit and the RACs?

(Please describe joint activities, comments on draft documents, exchange of information, participation as experts, participation at MAP meeting and events, etc)

3. By what means and to which audience would your NGO promote the work of MAP and its achievements?

Name and signature

Your position in the Organization

Date

Please return this questionnaire preferably by email to [unepmedu@unepmap.gr](mailto:unepmedu@unepmap.gr)  
or by post to :

Coordinating Unit for the Mediterranean Action Plan

**Please enclose all the documents required to support your application for observer status:**

1. *Copy of the statute*
2. *A list of member organisations*
3. *A report on recent activities*
4. *A declaration that your organisation accepts the rights and responsibilities of MAP partners as described in the Code of Conduct of MAP partners adopted by the 16th meeting of the Contracting Parties.*