

Major Groups Facilitating Committee – Terms of References

1. Pending the available human and financial resources the work of the MGFC will fall under the following main categories:
 1. Provide and develop logistics and process understanding so the Major Groups will be able to maximise their presence under the aegis of the rules of engagement and procedure that the UN and UNEP have set up.
 2. Provide guidance and find expertise to develop policy positions representing the best from the Major Group constituencies relevant to the agenda points of the UNEP GC/GMEF.
 3. As the UNEP GC and GMEF are policy meetings, and the work of the Major Groups in this context is of that nature, the agendas of all the meetings, regional and central, will be that of the UNEP GC or GMEF.
 4. The agenda of the GMGSF including the choice of the keynote speakers, and the names of the sponsored participants to the GMGSF will be decided by consensus between UNEP Secretariat and the MGFC.

2. More specifically, and while this might be a challenge for the Major Groups with a very large number of participating organizations, each of the Major Groups representatives must work to:
 1. Maximise participation of representatives of its Major Group worldwide in the UNEP GC/GMEF and its related meetings;
 2. Promote a good representation of the Major Group at the regional meeting, and ensure that the participants have received the necessary information relating to the agenda beforehand;
 3. Facilitate the involvement of Major Groups members with specific issue knowledge in UNEP related work, both in the local, national and regional contexts as well as at UNEP GC and the UNEP GMEF;
 4. Foster balanced representation on the basis of gender, focus and region;
 5. Mobilise knowledgeable representatives of the Major Groups to participate in the UNEP GC and/or UNEP GMEF;
 6. Assist participating Major Group members in having access to information related to the agenda for the UNEP meetings and in participating fully in the GC/GMEF and its related meetings, and in having free and unfettered access to delegates;
 7. Provide general information, training and capacity building on UNEP process in line with the expressed visions, goals and targets as found in the Bali Plan of Action;
 8. Generate broad media-interest, as well as on-going educational programmes around the world;
 9. Maintain a web-based information hub, issue based list-serves, as well as general informational sites;
 10. Disseminate issue-based information from the Major Groups and Stakeholders focussing on these issues, to others not directly involved in those issue-networks; and
 11. Coordinate the work of the Major Groups policy papers.

The MGFC shall also be responsible for coordinating their activities with the regional level in cooperation with their regional networks and with UNEP's Secretariat and Regional Offices. In particular, each of the Major Groups' representatives will help the UNEP Secretariat to:

1. Foster the participation of organisations of their Major Group at the six regional meetings;
2. In regions where their Major Groups are under-represented, help to identify and involve emerging or newly-established Major Groups in the regional meetings;
3. Promote inter-regional exchange and coordination of inputs within their Major Group;
4. Facilitate the integration of regional concerns into the Major Groups policy statements; and
5. Actively participate in identification of skilled or specialised presenters or facilitators at meetings.