

Activity Reports of members of the MGFC

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NGO MG Facilitator

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1. Procedural management, communication and institutional work

- a. Establishment of new method for bringing all MG together, by using a new communication media, and creation of a WhatsApp Group on February 2019, during the week before UNEA4 in Nairobi.
- b. Establishment of new method for communication amongst the NGO MG, and creation of a WhatsApp Group on November 2018.
- c. Adding NGOs to the group by asking every NGO I come in contact with on one-to-one basis,
 - i. At UNEA4 in Nairobi, asking NGOs present in Nairobi to provide their mobile numbers and adding them as they come.
 - ii. By end of UNEA4, I created 3 WhatsApp Groups to accommodate more than 200 NGOs
- d. On-going coordination and management of MGs WhatsApp Group that was established
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- f. Established internal teams in the WhatsApp Groups for both MGs & NGO : Moderators Team , that took the responsibilities of
 - i. Moderating the MG WhatsApp Group and the NGO WhatsApp Group
 - ii. Setting CoC for both MG and NGO WhatsApp Groups
 - iii. Day-to-day follow-up and
- g. Facilitated the formation of nomination form and Criteria for facilitators for the first time in NGO MG work
 - i. Provide a summary of the criteria discussed in the meeting, whatsapp, emails and phone calls.
 - ii. Coordinate the work of making the first draft by a number of active NGOs especially ones good in drafting.
 - iii. Share the draft on Email and WhatsApp, for comments
 - iv. Share the draft as a google document for NGOs to develop it further
 - v. Send the final draft to UNEP in time 7th of December 2020
- h. The establishment of internal organizational teams: Task-force teams , such as WhatsApp Moderating Team (April 2019), Covid19 Team (April 2020), and UNEP Update (October 2020). Coordinating with and NGO (Daniel Perell) to lead a TFT in CPR Meetings and UNEA updates. The task force team is currently sending a weekly update to the NGO MG.

- i. Investing time and effort to reach out to different NGOs in the NGO MG, especially the big groups inside the NGO MG such as FBO. The purpose was to understand their aspiration and expectations and to welcome them to the NGO MG, and orient them to UNEP/UNEA processes and NGO MG internal work. I believe in the importance of bringing everyone onboard and that no one is left behind. We also need to unite and utilize the knowledge, expertise and impact of all NGO groups to strengthen the NGO MG and the work of MG and stakeholders under UNEP.
- ii. Facilitated the discussion, the brain storming and the collection of views, and drafting of Nomination Form and ToR for NGO MG Facilitators. Formed teams and set a meeting and facilitated the review and finalizing of the draft. More than 20 NGOs participated in the process. The form was sent to UNEP CSU on the 7th of December 2020, and the ToR are to be sent before the 8th of January 2021.

2. Consultations and Meetings

- a. Called for, set and facilitated several NGO zoom meetings, supported by my NGO and other NGOs in co-moderating, co-hosting , secretarial work, brainstorming and drafting.
- b. February 2020 : Initiated a consultation within the NGO MG regarding a proposal put forward by UNEP in the Agenda of MGFC, about dividing the NGO MG into subgroups, due to its large size and diversity.
- c. Took complete responsibility to initiate, follow-up and conclude the consultation.
- d. The consultation took a month, between information sharing, brainstorming, receiving written comments, preparing a draft letter to UNEP from the collective comments, sharing it for review, finalizing it and receiving approval for final draft.
- e. This was lead both by WhatsApp and Email communication.
- f. Sent an official email to Alexander Juras , Chief of Civil Society unit, UNEP, with the final draft attached .
- g. The NGO decision was to reject the proposal and consider it closed.
- h. Facilitated a consultation about NGO empowerment and participation, within the NGO MG. Discussion and collection of inputs took place both by email and WhatsApp communication for about a month. (February-March 2020). Input were collected in a draft document that I circulated by both email and WhatsApp for feedback.
- i. NGO MG Meeting : called for, organized and facilitated an NGO Meeting to discuss best ways for NGO MG Participation and Empowerment, based on the draft . Called upon NGOs to volunteer for hosting the meeting and presenting in it. The meeting was hosted by and had five presentations beside my main presentation. (20th April 2020)
- j. Set several small consultation meetings with small groups to brain storm about, and evaluate different events.

- k. Setting a meeting to reach an agreement regarding disputed views about who should run the NGO MG elections and how.
- l. October 14th 2020 : Organized, coordinated and moderated an NGO MG Meeting via Zoom. The meeting was hosted by an NGO in Copenhagen , (International Foundation for Housing and Planning) and technically administrated jointly with an NGO in Bahrain(Environment Friends Society).
- m. Setting the agenda for the meeting, setting a committee for moderation, hosting, technical management, and taking care of secretary responsibilities of the meeting (Environmental Friends Society of Saudi) and (RAPAD MAROC).
- n. Co-moderating the meeting and bringing difficult meeting to agreement and covering 5 difficult agenda items, with an experienced professional from (Environmental Society of Oman) .
- o. Carrying out the obligation from the meeting and facilitating its achievement, including setting up a nomination form and ToR for NGO Election of Facilitators.
- p. A set of consultation brain storming WhatsApp and zoom meetings to discuss
- q. 23rd October 2020 : Meeting with CSU –UNEP Chief, Alexander Juras to discuss important matters related to NGO MG facilitating such as orientation of new members, and FBO team.
- r. 13th November 2020: Meeting with CSU –UNEP Chief, Alexander Juras to discuss important matters related to NGO MG facilitating such as training of newly accredited NGOs and possibilities for election.
- s. 1st December 2020: with CSU –UNEP Chief, Alexander Juras to discuss important matters related to NGO MG facilitating such as options for NGOs inputs in the way NGO election could be including ToR and nomination form.
- t. Many other meetings with CSU staff for coordinating events related to NGO MG, such as meeting with NGOs interested to be accredited.

3. Promoting engagement, participation and accreditation into UNEA

- a. Approaching active NGOs and introducing them to UNEP Accreditation system and helping active NGOs to get accredited
- b. Requesting from UNEP to organize and orientation for unaccredited NGOs
- c. Setting a zoom meeting and inviting non-accredited NGOs to join. Facilitating the meeting on the 16th November 2020, that was joined by 10 NGOs.
- d. Coordinating with NGOs that can't for technical difficulties join the meeting, to record their questions, and then playing the questions in the Zoom meeting, and communicating the answers to the NGOs via WhatsApp, so they can follow up with other questions if they needed it.
- e. Providing the NGOs including those who couldn't participate (from Syria, Kenya and Yemen) with the presentation showed by UNEP and the recording of the meeting.
- f. Follow-up with those NGOs to submit their requests to UNEP.
- g. Oslo consultation : Coordinated NGOs participation for the **Major Groups and Stakeholders Consultations during the Act #ForNature virtual preparatory forum**

for UNEA-5, 7-10 June 2020, Oslo, Norway (Oslo Consultation). Coordination included informing the group about the consultation, discussing it, calling them for nomination of themselves or other NGOs, and explaining requirements, reminding and supporting them to ensure maximum participation of NGOs. I succeeded to involve 30 NGOs as speakers, moderators and notetakers for the event. Also took care of the follow-up during the event and facilitating solving their technical problems with the organizers. The organizers (especially Ingrid Rostad and her team) were amazingly attentive and kept open communications for best facilitation. Many NGOs were proud of their participation.

4. Capacity Building and updates

- a. Keeping the group updated of all meetings and important events and deadlines via email and WhatsApp
- b. Keeping regular easy (almost daily communication) with NGOs via WhatsApp Group, and encouraging sharing of feedback regarding UNEP's meetings that were attended by any of the NGO MG members
- c. Facilitate communication between some NGOs and UNEP when needed, especially newly accredited and wishing to be accredited.
- d. Updating NGO MG members of important decisions and events after each MGFC meeting, and consulting them if a decision need to be taken.
- e. Requesting UNEP to have an orientation session for newly accredited NGOs and following up with them. The training for NGOs and other MGs is now set on the 20th of January 2021 at 3pm
- f. Inform the NGOs about the training, and updating them regarding the progress of the training, and making a list of NGOs interested in the training with all their current details, and encouraging them to participate.

5. Advocacy :facilitating Position Documents and delivering the voices

- a. October 20th 2020 : Represented the NGO MG in a meeting between MGFC and UNEP ed Ms. Inger Aderson. Before the meeting, I consulted the NGO MG via WhatsApp and Email regarding what points they want to raise. I collected all inputs, made a summary, together with inputs from the MGS Consultation on October the 9th from the session I facilitated. This was presented at the meeting, and also sent to MGFC Chair to include in the meeting's report.
- b. Drafted a document of NGOs priorities and circulated it within the NGO MG, via email and WhatsApp, seeking their inputs to develop it as a draft for any meetings with UNEP or UNEA's leadership.
- c. Facilitating the entire process of common statement for the NGO MG from Oslo Consultation, by forming a drafting team, and coordinating the work of moderators of different sessions, especially the last one about MG Consultations, to submit their meetings summary as they finalize each session, as the time was very tight from last session to the presentation of MG Statements. And then I provided the

summaries to the drafting team, and assigning an NGO (Ayman Cherkaoui) to deliver the statement, and providing him with all inputs .

6. At UNEA4

- a. Contributed in the facilitation of the participation of NGOs (under UNEP umbrella) in the Major Groups and Stakeholders Consultations during the Act #ForNature virtual preparatory forum for UNEA-5, 7-10 June 2020, Oslo, Norway (Oslo Consultation). With hard work and dedication and passion to inclusion and empowerment of NGOs, resulted in many NGOs speaking and moderating sessions at the Consultation, some of them never did that before in a global space, and they were proud of that. More than 20 NGOs spoke and contributed in moderating and note taking . A number of EFS board members supported her , especially in hectic work like collecting and organizing NGOs inputs, and tabulating nominations for speaking and moderating sessions at the event.
- b. Participated in all plenary sessions, and stayed for most of the time, representing the NGOs even when no one else was there (Link [plenary](#))
- c. In UNEA4, suggested and held daily meetings for the NGO MG to prepare for the day ahead, and reflect on previous day.
- d. Suggested and assigned teams to prepare joint NGO statements (and MG Statements) throughout the course of UNEA4. Also participated in most of these teams.
- e. As a co-chair of MGFC during UNEA4, adopted the proposal by Pedro Cuncha(from Brazil) to create a portal for MGFC, and create an institutional memory for the MGs work, and supported him to get it done, and then submitted to the MGFC chair.
- f. As a co-chair for MGFC in UNEA4, I facilitated a number of set meetings (e.g with UNEP ED, CC) between the MGs and special guest.
- g. As a co-chair for MGFC in UNEA4, I co-chaired most MG Meetings (daily).
- h. In UNEA4, gave a joint-presentation at MGSF with a team that I established to come out with a joint statement of all the Regional statement, building on Pedro Cuncha's initiative to collect the regional statements. ([Link 1](#)) ([link 2](#)) ([link 3](#))
- i. Established, participated in and lead the drafting of the MG joint statement and presented it with the team at the GMGSF prior to the official opening of UNEA4. ([Link 1](#) , [link 2](#))
- j. Elected by MGs to deliver the first MG joint statement at UNEA4]. ([Link](#)) ([link2](#))([Link 3](#))
- k. Organized, facilitated and spoke in a Green tent activity about (Fisheries and Sustainability), with a panelist of 6 speakers from different stakeholders and different regions (Latin America, Africa, North America and Europe, Asia). ([1](#) [2](#))

- l. Spoke as a panelist in the Multi-Stakeholders Dialogue, during UNEA4, about innovative social solutions for sustainability. ([Link1](#)) . One of the speaker was from UNEP.
- m. In INEA4 , participated in almost all the plenaries representing the NGO MG. ([1](#))
- n. During UNEA4, participated in all MGFC Meetings . ([Link 1](#) , [2](#))
- o. Participated in the Meeting for future UNEP ED in Nairobi, 11th of March 2019 ([Link](#)) and consulted with the NGO MG to chose three other NGOs to accompany me at the meeting.
- p. Participated and spoke at the 18th global major groups and stakeholders forum held on March 7th & 8th 2019 at un gigiri, nairobi, kenya. ([link](#))

7. Building NGO MG Strength and Unity and Providing Space and encouragement for NGO Participation

- a. Communication and reaching out to different Accredited NGOs by WhatsApp and emails on one-to-one basis.
- b. Dedicate three hours weekly for reaching out to NGOs that are not currently active, and learn about their interests and thrive to have them participate more.
- c. Rejected (collectively after a long consultation) a proposal to spilt the NGO MG into subgroups and so weakening it, and worked to design and apply internal structure of thematic and task force teams to deal with the issue of the large size of the team and the big diversity within the NGO MG.
- d. Keeping discussions going on regarding how to encourage participation and utilize our diversity
- e. Suggest different assignments to relevant NGOs whenever an opportunity shown, to encourage their involvement.

8. MGFC Meetings and Work

- a. October 9th 2020 : participated in and facilitated a session in MGS Consultation organized by MGFC. The session I facilitated was about Options for UNEA5 Format and Time.
- b. Participated in all MGFC Meetings
- c. Facilitated one MGFC meeting when we were asked if someone would volunteer to facilitate it.
- d. Volunteered to lead the work for Consultation5 for the GMGSF, that will take place prior to UNEA5.1. on February 2021. The mandate includes Preparation of a detailed agenda for the consultation, identification of Panelists, Presenters, Moderators, Reporters, outreach to those and invitation, preparing of draft statements if needed, and facilitating the consultations. I encouraged other NGOs to support the team. Currently two other NGOs are co-facilitating the consultation with me (Back to Basics) and (EEB)

9. UNEP Meetings and beyond

- a. Participated in many meetings and events at UNEA4 in UNEP Headquarter, Nairobi (February-March 2019).
- b. MG Capacity Building prior to UNEA4 in the Green Tent at UNEP Headquarter.
- c. Multi-Stakeholders Dialogue during UNEA4 in UNEP Headquarter , Nairobi. I was a panelist in the discussion about Social Innovations.
- d. Participated in all Plenary sessions during UNEA4, and some other sessions
- e. Regional Consultation of West Asia , in Amman, Jordan 2018
- f. PAN International webinar "Highly Hazardous Pesticides (HHP) - A Global Challenge", organized by PAN, on 15th of December 2020
- g. Participated in CPR meeting on October 1st 2020, and presented a statement on behalf of the NGO MG, explaining NGOs preferences for UNEA5 options.
- h. Participated in CPR Meeting 10th December 2020 ([Link](#))
- i. Participated in the UNEP Assessment Session on 10th December 2020
- j. Participated in the Marine and Fresh Water Health Session on 10th December 2020, and Gave a comment and a question
- k. Participated in the 1st preparation call for the facilitators of consultation teams for GMGSF, that was held on (22 Dec 2020), 12noon-1pm, Nairobi time.
- l. Participated in Global Pact meetings in 2018 and 2019 (paid my own way as coordination did not work well for reimbursement).
- m. Participated in many regular meetings with Chief of CSU Mr. Alexander Juras for follow ups in issues related to NGO MG Facilitation
- n. Participated in the Virtual GMGS Consultation on October 2020, and facilitated a session in it.
- o. Participated in and facilitated the NGOs participation in the MGS Consultation in Act #ForNature virtual preparatory forum for UNEA-5, 7-10 June 2020, Oslo, Norway (Oslo Consultation)
- p. Participated representing the NGO MG, in the MGFC Meeting with UNEP ED Ms. Inger Anderson on 20-10-20
- q. Participated representing the NGO MG, in the MGFC Meeting with UNEA President before that
- r. Some of the Children & Youth events (did not take note of dates)
- s. Regional Consultations with Marcos Orellana on the general state of the hazardous, organized by IPEN and the UN, on 24th of November 2020