



COMMITTEE ON ENFORCED DISAPPEARANCES
CED
5th session (4-15 November 2013)
Geneva

NHRI INFORMATION NOTE

Committee Members

The CED consists of 10 members, serving in their personal capacity. For the details about all CED members, see:

<http://www.ohchr.org/EN/HRBodies/CED/Pages/Members.aspx>

Venue of the session

The 5th session of CED will take place in Geneva, Palais des Nations, room XII.

States parties to be examined

CED will examine the reports and country situations in the following States parties during its 5th session: Argentina and Spain.

CED may also adopt list of issues on the following States parties: Germany.

Documentation

The reports of the States parties, the provisional agenda (CED/C/5/1) and other documents pertaining to the session are posted on the OHCHR website at:

<http://www.ohchr.org/EN/HRBodies/CED/Pages/Session5.aspx>

Adoption of Concluding Observations and other documents

Following the consideration of the States parties' reports during the 5th session, CED will, in a closed meeting, adopt Concluding Observations that will assist the States parties concerned in the implementation of the Convention. These Concluding Observations outline positive aspects, principal subjects of concern and the Committee's recommendations on how to address challenges faced by the States parties.

Once the Concluding Observations have been adopted, the documents will be posted on the CED webpage under the relevant session.

The CED may also adopt lists of issues to be transmitted to States parties in the form of a letter to which States parties are expected to reply. Both the letters including the lists of issues and the States parties' replies will be posted on the CED webpage.

NHRI reports for CED at its sessions

CED welcomes written information, which should be as specific, reliable and objective as possible, from NHRIs. NHRI reports which follow the same form of presentation as the reports submitted by the State party concerned are especially welcome.

All submissions to CED should be:

1. Submitted in English, French or Spanish. As most CED members use English as their working language, documents submitted in French and Spanish should, to the extent possible, be translated into English. Please note that **the UN Secretariat does not translate documents submitted by NHRIs.**
2. Transmitted to the CED Secretariat in Geneva by **16 September 2013 with respect to States upon which lists of issues will be adopted. The deadline for information on State parties to be examined by the Committee is 23 September 2013. All documents must be submitted in electronic form to ced@ohchr.org stating clearly in the subject of the email the country the submission refer to and the session number.** These deadlines allow the Country Taskforces and other members of CED time to read the reports before the session.

OHCHR does not reproduce NHRI documents. Therefore, NHRIs attending a session are requested to bring 20 hard copies of their documents for distribution at the meeting. Those not attending a session are requested to ensure that 20 hard copies of their documents reach the Secretariat of the Committee in time for the

respective session, i.e. at least two weeks in advance.

Contacts of the Secretariat:

Maria Giovanna Bianchi
Secretary of the Committee
on Enforced Disappearances
mgbianchi@ohchr.org

Mounia Atiki
CED Administrative Assistant
matiki@ohchr.org

Postal address of the Secretariat Geneva:

Committee on Enforced Disappearances
Secretariat
8-14 Avenue de la Paix
CH 1211 Geneva 10
Switzerland
Attention: Maria Giovanna Bianchi / Mounia Atiki

Accreditation

NHRI representatives who wish to attend the session are requested to fill in the attached form and submit it to Ms. Mounia Atiki (ced@ohchr.org) by **4 October 2013** so that arrangements can be made with the Accreditation Office for the issuance of the United Nations ground passes to enter United Nations premises. To claim for the ground pass all applicants are required to appear in person at the United Nations Pass and Identifications Unit located at the Palais des Nations, Pregny Gate, 8-14 Avenue de la Paix, 1211 Geneva 10. A valid national passport or government issued ID bearing a photograph will be required when collecting the ground pass. UN Pregny Gate office hours are 8.00 a.m. to 5.00 p.m. Mondays through Fridays. NHRI representatives must bring their passports or identification cards every time they wish to enter UN premises.

Informal meetings and lunchtime briefings

NHRI representatives are welcome to attend public meetings of CED as observers, but will not be given the opportunity to address CED during its meetings with the States parties' delegations. Nevertheless, NHRI representatives have the possibility of addressing the Committee in formal private sessions (closed meetings) with interpretation. These meetings are set out in the programme of work (see session webpage) and normally take place a day or two before the consideration of the State party concerned.

Informal briefings (without interpretation) may also be organized between NHRIs representatives and members of CED on the day prior to (or the day of) the examination. To find out the schedule of formal and informal meetings you may contact the Secretariat.

There will be a designated room for these briefings.

Please contact CED Secretariat (mgbianchi@ohchr.org and ced@ohchr.org) preferably **before 4 October 2013 to confirm attendance at a formal briefing and/or informal briefing with the members.**

Further information

For more information on how NHRIs can participate in the reporting process, please consult the CED Secretariat at the abovementioned contacts; and/or Ms. Liza Sekaggya, National Institutions and Regional Mechanisms Section, FOTCD, OHCHR, at lsekaggya@ohchr.org; and/or Ms. Katharina Rose, International Coordinating Committee of National Institutions for the Promotion and Protection of Human Rights, at k.rose@europe.com



UNITED NATIONS OFFICE AT GENEVA *Please Print*
Conference Registration Form Date

Please fax this completed form to the Host Secretariat and BRING THIS ORIGINAL with you to Geneva.
 An additional form is required for spouses.

Title of the Conference

Delegation/Participant of Country, Organisation or Agency

Participant	Family Name	First Name
Mr. <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Mrs. <input type="checkbox"/>		
Ms <input type="checkbox"/>	Date Of Birth <input type="text"/> / <input type="text"/> / <input type="text"/>	(DD/MM/YYYY)

Participation Category

Head of Delegation Members <input type="checkbox"/>	Observer Organisation <input type="checkbox"/>	<input type="text"/>
Delegation Member <input type="checkbox"/>	NGO (ECOSOC Accred.) <input type="checkbox"/>	<input type="text"/>
Observer Country <input type="checkbox"/>	Other (Please specify below) <input type="checkbox"/>	From <input type="text"/>
		Until <input type="text"/>

Do you have a badge issued as a Mission diplomat or employee, NGO card issued in Geneva or a Long Duration conference badge issued at Geneva if so PLEASE TICK HERE

Document Language Preference English French Other

Origin of Identity Document	Passport or ID Number	Valid Until
<input type="text"/>	<input type="text"/>	<input type="text"/>
Official Telephone No.	Fax No.	Official Occupation
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>		
<input type="text"/>		
Address in Geneva		
<input type="text"/>		
Email Address		
<input type="text"/>		

<p align="center">On Issue of ID Card</p> <p>Participant Signature</p> <input type="text"/> <input type="text"/> <p align="center">Date</p> <input type="text"/>	<p align="center">Participant photograph if form is sent in advance of the conference date.</p> <p align="center">Please PRINT your name on the reverse side of the photograph</p>	<p align="center">PLEASE NOTE ONLY CERTAIN CONFERENCES REQUIRE A PHOTO, IF YOU ARE NOT ASKED TO PROVIDE</p>	<p align="center">Security Use Only</p> <p align="center">Card N°. Issued</p> <input type="text"/> <p align="center">Initials. UN Official</p> <input type="text"/>
---	--	---	---