



COMMITTEE ON MIGRANT WORKERS (CMW)

Information Note for Civil Society Organizations (CSOs) and National Human Rights Institutions (NHRIs)

25th session (29 August to 7 September 2016)

I. Consideration of reports submitted by States Parties

During its 25th session, the Committee will examine the initial reports of Honduras, Nicaragua and Niger as well as the second periodic report of Sri Lanka. The Committee will also adopt list of issues prior to the presentation of the third periodic reports of Ecuador and Mexico with respect to the implementation of the International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families.

II. Documentation

The reports of States parties to be considered at the 25th session, the provisional agenda (CMW/C/25/1) and other documents pertaining to the session will be available online at:

http://tbinternet.ohchr.org/_layouts/treatybodyexternal/SessionDetails1.aspx?SessionID=1046&Lang=en

III. Venue

The 25th session of the Committee will take place at the Palais Wilson in Geneva in the First Floor Conference Room (tbc).

IV. NGO and NHRI submissions

The Committee welcomes representatives of national and international CSOs, and NHRIs to provide country-specific information on issues relevant to the implementation of the Convention by the State parties under consideration. This can be done orally and/or in writing. Information should be as specific, reliable and objective as possible. CSO reports prepared by coalitions of individual CSOs are encouraged.

CSOs/NHRIs wishing to submit reports to the Committee are required to:

- Identify the full name of the CSO/NHRI;
- Indicate the country to which the information relates;
- Indicate whether or not the submission may be posted on the webpage of CMW for public information purposes;

- Submit the report in Word and PDF formats by e-mail to the CMW Secretariat. In addition, CSO/NHRI submissions should be in English, French or Spanish and should generally not exceed ten pages in length. OHCHR does not translate nor reproduce CSO/NHRI documents; and
- Address **as briefly and precisely as possible** the main human rights issues arising under the articles of the Convention affecting migrant workers and members of their families in the State party concerned, as well as migrant workers and members of their families from that State party who live abroad. Written submissions should be prepared with a view to assisting the Committee in formulating targeted conclusions and recommendations, as well as lists of issues, and in the case of lists of issues prior to reporting, in identifying the central issues to be addressed during the constructive dialogue with the State party.

All written submissions should reach the Secretariat of the Committee three weeks prior to the beginning of the session, i.e., **no later than 5 August 2016**. The Word and PDF versions of the submission should be sent to the following e-mail address: cmw@ohchr.org.

V. Meetings with CSOs/NHRIs

The Committee has set aside time at its 25th session for CSOs and NHRIs to provide oral briefings in respect of countries being considered during the session. These briefings are scheduled on **Monday, 29 August 2016, from 11:00 to 12:00** for the countries that will be considered during the session, and will take place in a public meeting. The meeting with CSOs and NHRIs usually immediately follows the opening of the session and may start earlier than 11:00 am. For the schedule of considerations of State parties' reports, please contact the Secretariat.

CSOs/NHRIs making oral statements should note that such interventions should typically not exceed 10 minutes. More or less time may be provided by the Chair depending upon the number of speakers. CSOs/NHRIs should also bring **5 copies of their oral statements/talking points** at least 15 minutes prior to the meeting for interpretation purposes. Prior to the briefing, CSOs/NHRIs are requested to send an electronic version of their statements/talking points in Word format to: cmw@ohchr.org.

CSOs/NHRIs are also encouraged to participate through video-conferencing and should contact the Secretariat for more information in this regard.

VI. Registration and accreditation

CSO and NHRI representatives who wish to attend any sessions of the Committee are required to submit the completed Conference Registration Form (<http://goo.gl/6zfhnx>) including the full name of the CSO/NHRI, names of their representatives, and proposed dates of attendance to the attention of Ms. Adele Quist at aquist@ohchr.org, copy cmw@ohchr.org by **22 August 2016 at the latest** so that arrangements can be made with

the Accreditation Office for the issuance of the United Nations ground passes to enter United Nations premises.

Upon arrival in Geneva, representatives of CSOs/NHRIs should collect their ground pass at OHCHR, Palais Wilson, Security Pavilion, 52 Rue des Pâquis, Geneva, Switzerland. Hours of operation are from 8:00 to 17:00.

All properly registered applicants are required to bring a printed copy of their Conference Registration Form and present their valid passports or government issued ID (with photo) at the security gates.

All participants are responsible for making their own arrangements relating to travel and accommodations as well as visas to enter Switzerland. The Secretariat of CMW does not provide assistance in this regard and is not in a position to provide letters to the authorities of Switzerland for purposes of obtaining a visa.

VII. Informal briefings with the Committee

CSOs/NHRIs may also organize one hour briefings for the Committee during lunch on country-specific information relating to States parties under consideration. CSOs/NHRIs wishing to organize such briefings should contact the CMW Secretariat to coordinate well in advance of the session.

VIII. Additional Information

For further information about the treaty bodies in general, specific information on CMW and on the participation and role of civil society with respect to the State reporting procedure, please consult the following links:

- <http://www.ohchr.org/EN/HRBodies/Pages/TreatyBodies.aspx> and
- <http://www.ohchr.org/EN/AboutUs/Pages/CivilSociety.aspx>