



Committee On Enforced
Disappearances
- CED -
25th session
(11 – 29 September 2023)

Information Note for victims, CSOs and NHRIs

The Committee on Enforced Disappearances (CED) is the body of independent experts in charge of monitoring the implementation of the Convention for the Protection of all Persons against Enforced Disappearance by the States parties. It consists of 10 members, nominated by States parties and serving in their personal capacity. For details about the current membership of the Committee, please see:

<https://www.ohchr.org/en/treaty-bodies/ced/membership>

25th session (11-29 September 2023)

The session will take place:

- From 11 to 22 September at Palais Wilson, Geneva, First floor Conference Room;
- From 25 to 29 September: at Palais des Nations, Room XXIII.

All public meetings of the Committee will be webcast at the following link: <https://media.un.org/en/webtv>

The provisional agenda of the session (CED/C/25/1) can be consulted at the following link:

https://tbinternet.ohchr.org/_layouts/15/treatybodyexternal/SessionDetails1.aspx?SessionID=2664&Lang=en

Victims, NGOs and other civil society actors and National Human Rights Institutions are key partners of the Committee. This document explains how all can participate through (I) contributions to the review of the State parties' reports; (II) participation in the CED annual meeting with civil society actors and NHRIs. Finally, the document provides tips (how to register to participate to the session, links to relevant documentation, and contact details) (III).

I. Contributions to the review of States parties at the 25th session

As in all sessions, one of the main activities of the Committee consists in the review of States' reports on the measures they have taken to implement the Convention.

The participation of victims, civil society organizations, and National Human Rights Institutions in this process is key for the success of the process and is particularly welcome.

A. States to be reviewed at the 25th session:

Review of first reports (art. 29(1) of the Convention)

At the 25th session, the Committee will review the first reports of the following States parties:

Cambodia Mauritania

Two years after having ratified the Convention, all States parties must submit a "first report" to the Committee, to make a balance of the measures taken to implement the Convention, and of the challenges met.

The review of State party's first report takes place through a public interactive dialogue between the experts of the Committee and representatives of the national authorities that have some competence related to the issue of enforced disappearances.

In that context, the Committee particularly welcomes the contributions of victims, civil society organizations, National Human Rights Institutions and all interested stakeholders.

The idea is that all can provide information and share their view on the successes and challenges met as regards enforced disappearances and related issues. Such contributions are essential to allow the Committee to have a complete and objective view of the situation at stake in each of the States examined.

Such contributions must be made through written contributions and can be complemented by short oral interventions in private meetings that take place before the dialogue with the State party (see format of the contributions and corresponding deadlines below).

Following its exchanges with civil society actors and its interactive dialogues with the States parties under review, the Committee will adopt concluding observations in a closed meeting. In this official document, the Committee outlines the positive aspects, its principal subjects of concern and its recommendations to the State party regarding the measures it should take to prevent and eradicate enforced disappearances in line with the rights and obligations of the Convention.

Reports on additional information (art. 29(4) of the Convention)

and follow-up to visit report (art. 33 of the Convention)

Under these parts of the procedure, the Committee will review the following State party:

Mexico The Netherlands

Contrary to other Treaty Bodies, the Committee on Enforced Disappearances does not have a system of periodic reports. However, it can request States parties to provide additional information on the implementation of its recommendations and of the

Convention (article 29-4 of the Convention) whenever it considers it necessary.

With the aim to ensure a thorough monitoring of the implementation of the Committee's recommendations and of the Convention by all States parties, the Committee is progressively implementing new modalities for this procedure.

Additionally, after a visit to a State party in compliance with article 33 of the Convention, the Committee adopts a report and ensures the follow-up of its implementation.

At the 25th session, the Committee will review:

- The first report on additional information of **the Netherlands**.
- The second report on additional information and the implementation of the visit report for **Mexico**.

Written and oral contributions from victims, CSOs and NHRIs on issues related to enforced disappearances and the implementation of the Convention and of the CED recommendations are welcome.

Lists of issues

The Committee will adopt lists of issues for:

Central African Republic (in the absence of a report)

Samoa

Sri Lanka (in the absence of a report)

Lists of issues are adopted by the Committee for States that have submitted their first report to the Committee.

Lists of issues in the absence of a report are adopted by the Committee for States that have not submitted their report for five years or more, despite various reminders.

In both cases, the lists of issues underline the issues that will guide the interactive dialogue of the State party with the Committee at one of the next sessions.

At the phase of adoption of lists of issues, civil society actors and National Human Rights Institutions are invited to contribute through written submissions (there is no space for oral briefings).

The objective of these submissions is to bring to the attention of the Committee positive experiences, concerns and challenges related to enforced disappearances and related issues (see information on the format and deadlines below).

Upon adoption, the lists of issues are made public and are transmitted to the State party concerned, that must reply in writing within a deadline determined by the Plenary of the Committee.

Report on follow-up to Concluding Observations

This phase of the procedure is entirely written. Its purpose is for the Committee to analyse the measures taken by the State party to implement three of the recommendations contained in the Concluding Observations, one year after their adoption.

At the 25th session, the Committee will examine the follow-up report of the following State party:

Panama (TBC upon receipt of State party's report)

Written inputs should focus on the issues that were prioritized in the adopted concluding observations by the Committee, and that are hereby copied for ease of reference:

- paragraph 11 (compilation of the centralized register of missing and disappeared persons),
- paragraph 27 (communication by persons deprived of liberty) and
- paragraph 37 (search for disappeared persons and return of their remains)

[see [CED/C/PAN/CO/1](#)]

B. How to contribute to States reviews?

Written contributions

1. Content and format of written contributions:

- All contributions must specify the name of the submitting person, organization, or institution. **Anonymous submissions are not accepted.**

- All documents must be submitted electronically (in Word or PDF) to the Secretariat of the Committee through a message at the following email address: **ohchr-ced@un.org**

- **The subject matter of your email must specify the country to which the submission refers to, and the corresponding session number (25th session).**

- In that message, you must specify if you want your contribution to be public (in this case it will be posted on the Committee's webpage), or confidential (in such case, the contribution will only be shared with Committee members).

- The information you provide must relate to the situation of enforced disappearances in the country under review, as well as on all issues related to the eradication and prevention of enforced disappearances (regarding, for example, the search for disappeared persons, the investigation of disappearances, the legislative framework that is applicable, the registration of persons deprived of their liberty and access to related information, non-refoulement to countries where persons are at risk of enforced disappearance, disappearances in the context of migration and of trafficking in persons, the cooperation and mutual assistance between States parties, etc).

- All contributions must be specific, reliable and objective. They must be drafted in a non-abusive language.

- Written submissions should be **as concise and precise as possible. They must have a maximum of 10,700 words**, plus annexes.

- When related to a State with regard to which the Committee will adopt a list of issues, all contributions must be submitted in writing and must:

(i) Provide all comments that you consider of relevance regarding the report of the State party (all relevant State reports are available on the session webpage:

https://tbinternet.ohchr.org/_layouts/15/treatybodyexternal/SessionDetails1.aspx?SessionID=2664&Lang=en;

(ii) Underline all other issues related to the Committee's mandate that you consider of relevance (even if not referred to in the State party report).

- **The information should not contain names of victims**, except if related to cases of large public knowledge, or if the organization submitting the report counts with the consent of the victims (the persons who were disappeared and then located, or the family, relatives, or representatives of a disappeared person). The organizations that submit a report with names must be able to demonstrate such consent.

- Please note that **the UN Secretariat does not translate documents submitted by national human rights institutions and civil society actors**.

- All contributions must be submitted in English, French or Spanish. As most members of the Committee use English as their working language, it is highly recommended to translate to English all documents submitted in French and Spanish. An unofficial translation is sufficient. In such case, please provide all available language versions of the document.

- If you still need to submit printed documents, you should send them to the following address, taking into account the deadlines for the submission of contributions:

Committee on Enforced Disappearances Secretariat
8-14 Avenue de la Paix
CH 1211 Geneva 10 - Switzerland

2. Deadlines for written contributions:

The deadlines for written contributions vary depending on the phase of the procedure corresponding to each State concerned.

Lists of issues:

Central African Republic
Samoa
Sri Lanka

19 June 2023

Concluding observations / dialogues with States parties:

Cambodia
Mauritania
Mexico
Netherlands

11 August 2023

Follow-up to concluding observations:

Panama (TBC upon receipt of the State party's report)

11 July 2023

Oral briefings during the session

(for countries at the stage of interactive dialogue)

Victims, civil society organizations, and National Human Rights Institutions (NHRI) can also contribute to the Committee's work through oral briefings related to

countries with which an interactive dialogue on an initial report or on a report on additional information is going to be held.

1. Content and format of oral briefings

Oral briefings take place during **private meetings** that are scheduled just before the dialogue with the State concerned.

The aim of oral briefings is to allow the submitting persons and organizations or institutions to highlight and update the main points of their written contributions, and to reply to the questions of the Country Rapporteurs of the Committee before the dialogue with the State party concerned.

All interventions must be concise, with a maximum duration of around 3 to 5 minutes depending on the number of speakers. The Country Rapporteurs can then raise questions and the speakers are given the floor to reply.

Oral briefings can be provided **in person, or online (please note that online briefings impose various technical constraints and put limits on the availability of interpretation)**.

2. How and when to request an oral briefing?

If you wish to provide an oral briefing to the Committee, **please inform the Secretariat through email at least one month before the beginning of the session.**

Deadline to request oral briefing for the 25th session: **31 July 2023**

When requesting to take part to an oral briefing, please specify:

- Country concerned
- Issues you wish to raise
- Format of participation (in person or online)

3. Follow public meetings, including the dialogues between the CED and States under review

Dialogues between the Committee and States parties under review are public. All interested persons are therefore welcome to **attend these dialogues and all other public meetings as observers**, without the possibility to raise questions or make comments during the dialogue.

You can also follow all public meetings online on UN TV, under "CED 25th session" on the webpage of UN TV: <https://media.un.org/en/webtv>

4. Where to access the relevant information and documents adopted by the Committee?

The reports of States parties to be examined and other public documents pertaining to the 25th session can be consulted at the following link:

https://tbinternet.ohchr.org/_layouts/15/treatybodyexternal/SessionDetails1.aspx?SessionID=2664&Lang=en

Upon their adoption during the session, the Lists of Issues and Concluding Observations will be shared with the States concerned and will then be posted on the

Committee's webpage under the relevant country and session.

II. Contribution through participation in the annual meeting of the Committee with civil society actors and National Human Rights Institutions

Each year, the Committee organizes an informal private meeting with victims, civil society organizations and National Human Rights Institutions. The objective of such meeting is to allow all interested actors to share their views and ideas on the work of the Committee and on issues related to its mandate. Participation can be in person or online. All interested civil society actors and NHRIs are formally invited to participate, either in person, or online (with strong limitations in terms of availability of interpretation for online interventions).

To take part to this meeting, please send a message indicating your interest to participate at the following email address: ohchr-ced@un.org

In this message, please indicate: your name; the name of the organization or institution that you represent (if applicable); the issue on which you would like to take the floor; and if you will participate in person or remotely.

III. Practical tips

A. How to register to attend the session

All those who wish to attend the session in person must register at the following link (INDICO): <https://indico.un.org/event/1001843/>

Kindly ensure that you register well in advance following the instructions provided.

For the 25th session, registrations will open on 1 August 2023.

Once your registration is approved, you must get your badge going in person to the **United Nations Pass and Identifications Unit** located at

Palais des Nations
Pregny Gate
8-14 Avenue de la Paix
1211 Geneva

Opening hours: Monday to Friday, 8 am to 5pm

To **get your badge** you will have to present a valid national passport or ID document bearing a photograph. Please note that you will have to bring your passport or ID document every time you wish to enter UN premises, even when you have your badge.

Please note that the United Nations does not send letters of invitation and does not assist with visa requests, travel or accommodation related to the participation of victims, civil society organizations or NHRIs in the sessions of Treaty Bodies.

B. Additional information and contact details

A few publications that can help you:

On the participation of **civil society actors** in the reporting process, please consult:

<https://www.ohchr.org/en/treaty-bodies/ced/guidelines-civil-society-and-national-human-rights-institutions>

Manual on the Convention for the Protection of All Persons against Enforced Disappearance: [Reporting under the International Convention for the Protection of All Persons from Enforced Disappearance: Training Guide \(Part I - Manual\) | OHCHR](#)

Factsheet on Enforced Disappearances: [Fact Sheet No. 6 \(Rev. 4\): Enforced Disappearances | OHCHR](#)

For further information, please contact:

- *CED Secretariat:*
ohchr-ced@un.org & albane.prophette@un.org

- *The Civil Society Team of the Human Rights Council and Treaty Mechanisms Divisions (CTMD):*
britta.nicolmann@un.org

On the participation of NHRIs, please contact

- *The National Institutions and Regional Mechanisms Section, OHCHR:*
cynthia.radert@un.org
johnny.white@un.org

- *The Global Alliance of National Human Rights Institutions:* k.rose@ganhri.org