



**COMMITTEE ON MIGRANT WORKERS (CMW)
Non-Governmental Organizations (NGO) Information Note**

19th session (9 to 13 September 2013)
Geneva, Palais Wilson, First Floor Conference Room

I. Consideration of reports submitted by States Parties

During its 19th session, the Committee will examine the reports of **Burkina Faso** and **Morocco**, adopt the list of issues on the initial report of **Uruguay**, and the list of issues prior to the presentation of the report of **Kyrgyzstan**, 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 19th session, the provisional agenda (CMW/C/19/1), and other documents pertaining to the session are available online at: <http://www2.ohchr.org/english/bodies/cmw/cmws19.htm>

III. Venue

The 19th session of the Committee will take place at the Office of the High Commissioner for Human Rights, Palais Wilson (first floor conference room) in Geneva.

IV. NGO submissions for the Committee at its session

The Committee welcomes representatives of national and international NGOs 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. NGO reports prepared by coalitions, rather than individual NGOs, are encouraged.

Written submissions should:

1. Be submitted in English, French or Spanish. Please note that written NGO submissions are not published as official UN documents and are not translated by the Secretariat.
2. 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 in the State party's subsequent periodic report.

NGOs submitting alternative reports to the Committee are required to:

- Identify the full name of the NGO;
- Indicate the country to which the information relates;



- Indicate whether or not the submission can be posted on the CMW website for public information purposes; and
- Submit the report in Word format by e-mail and thereafter submit **20 copies** in hard copy format. *OHCHR does not reproduce NGO documents.*

All written submissions should reach the Secretariat of the Committee two weeks prior to the beginning of the session, i.e., **no later than 26 August 2013**. The Word version of the submission should be sent to the following e-mail address: cmw@ohchr.org. Hard copy submissions should be mailed to:

CMW Secretariat
OHCHR - Palais Wilson
52, rue des Pâquis
CH-1201 Geneva 10
Switzerland

V. Meetings with NGOs

The Committee has set aside time at its 19th session for NGO to provide oral briefings in respect of countries being considered during the session at a public meeting. These briefings are scheduled for **Monday, 9 September 2013, from 11:00 to 12:00** in the first floor conference room at the Palais Wilson. For the schedule of considerations of State parties' reports, please contact the Secretariat.

NGOs making oral interventions should bring **20 copies of their oral statements** at least 15 minutes prior to the meeting for circulation to the Committee and for interpretation purposes. Prior to the briefing, NGO are requested to send an electronic version of their statements in Word format to: cmw@ohchr.org.

VI. Registration and accreditation

NGO representatives who wish to attend any sessions of the Committee are required to submit the completed Conference Registration Form (<http://goo.gl/261iF>) including the full name of the NGO, 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 26 August 2013 to issue a ground pass to enter United Nations premises.

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) to claim for the ground pass all applicants once in Geneva.

Please note that OHCHR will neither send letters of invitations to NGOs to attend CMW sessions nor assist with travel or accommodation costs relating to their participation. 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

NGO representatives who do not address the Committee in official meetings (in the absence of accreditation at the Human Rights Council) are welcome to attend the plenary sessions as observers. They may have informal meetings with the Committee



members to present country-specific information on States parties whose reports are before the Committee. Please kindly contact the Secretariat for more information (cmw@ohchr.org).

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://www2.ohchr.org>; and

<http://www.ohchr.org/EN/AboutUs/Pages/CivilSociety.aspx>