**SECOND PHASE OF ELECTION:**

CALL FOR NOMINATIONS FOR AP-RCEM CONSTITUENCY AND SUB-REGIONAL FOCAL POINTS 2015 - 2017

**DEADLINE - Monday, 29 June 2015, 11:59 PM Bangkok Time.**

Asia Pacific Regional CSO Engagement Mechanism (AP-RCEM) - a platform for CSOs in Asia Pacific to engage with intergovernmental process in regional and global level - is now organising a second open and transparent phase of election process for the new Regional Coordinator Committee which consists of 17 constituency focal points and 5 sub-regional focal points. The Regional Coordinator Committee will work within the period 2015 - 2017 to facilitate the participation and engagement of Asia Pacific civil society organisations in the intergovernmental processes both in the region and global levels, particularly related to sustainable development issues.

During the CSO Forum 2015 recently held in Bangkok, Thailand on 17-18 May 2015, the first election occurred. As a result, AP-RCEM now has 11 new focal points from women, small and medium enterprise, science and technology, people with disabilities, people affected by conflict and disasters, older groups, migrants, local authorities, indigenous peoples, fisherfolks, and farmers constituencies, as well as 2 new focal points from South-East Asia, and South and South-West Asia sub-regions.

This second phase of election is for the 7 vacant constituencies and the 2 vacant sub-regional focal points namely:

1. NGO

2. Youth, Children and Adolescent

3. LGBTIQ

4. Urban Poor

5. People living and affected by HIV

6. Workers and Trade Union

7. Local Authorities

8. East - Asia

9. Central - Asia

Please note that there will be a separate and additional process of election Pacific sub-region. We will send out the information on this as soon as possible.

Please fill in the form below to submit your nomination for the constituency and sub-regional focal point. The deadline for the call for nominations is Monday, 29 June 2015. We will NOT accept late and/or incomplete registration.

**Applications received can be viewed here: http://bit.ly/1AB0Ymx**

**Before you submit your nomination, please note the following:**

1) That your organisation and your nominee organisation are listed on the AP-RCEM constituents lists\_per28 April. Only those are listed, can nominate, be nominated and vote for the AP-RCEM election. To check on the constituent lists, please click: http://bit.ly/1dJvPb6

2) That you can only nominate or self-nominate and eventually vote within your main constituency and sub-regional listed in the database. I.e. if you are listed as farmers, you can only nominate farmer constituency focal point, and NOT women focal points.

3) That the focal point position is organisational, rather than individual - but each of the nominees will need to assign 1 main representative and 1 alternate within the organisation to commit with the work as focal points.

4) A nominee will only be represented once in the responses spreadsheet. If a candidate is nominated more than once, the first nomination will be retained and all others removed. Candidates will be reviewed on how well they meet the criteria, not on how many people nominate them.

**Criteria for Constituency and Sub-Regional Focal Points:**

1) Preferably regional and national organisation with working scope in Asia and Pacific, or international organisation with regional (Asia Pacific) office with most of the board coming from Asia and Pacific.

2) For constituency focal points, priority will be given to constituency-based organisation which most of members represents that particular constituency.

3) Organisations should have interest, capacity and experiences in coordinating the CSOs in Asia Pacific in general, and in specific within their constituencies, particularly in building common positions and facilitating collective decision making process.

4) Organisations should have the capacity and commitment to fulfill the responsibilities and task as constituency and sub-regional focal points as mentioned below, each organisation should assign 2 contact people (1 main, and 1 alternate) to coordinate the constituency.

5) The organisation should have an established office or address (called e.g. headquarters/secretariat) with an executive officer. It should have statutes which are transparent and accessible and if a network preferably a democratically adopted constitution.

6) Organizations with proof of their independent juridical personality and non-profit and/or tax-exempt status in a State Member of the United Nations.

**Proposed Timeline of the second election:**

|  |  |
| --- | --- |
| **Date** | **Process** |
| 17 June, 2015 | *Release of Official List of Constituents and Call For Nominations***.** An official list of all Constituents will be released by the TC to all RCEM constituents along with the call for nominations and self- nominations for Focal Points and Alternate based on the Criteria |
| 17-29, June2015 | *Submission and Receipt of Nominations/Self Nominations.* |
| 30 June-2 July 2015 | *Review of Nominations and Release of List of Eligible Nominees.*  An external partner will be invited to review profiles and CVs of nominees and confirm the final list of eligible nominees. |
| 2 July, 2015 | Announcement of the eligible nominees |
| 3 – 7 July,2015 | Online election You will receive a direct email that will direct you to online voting process. This email can’t be forwarded, and you can only vote once. |
| 8 July,2015 | Announcement of the election results |

**\* Required**

1. Organisations submitting this application / nomination \*

2. Name of the person submitting this nomination \*

3. E-mail address for the person submitting this nomination \*

4. What is your main constituency listed in AP-RCEM Constituents Database? \*

5. Is your organisation listed in the AP-RCEM Constituents Database? \*

* Yes
* No

**Data of Nominated Organisation**

1. Name of nominated organisation \*
2. Candidate for constituency or sub-regional focal points of: \*

(You can only pick one.)

\_\_\_\_\_\_\_ NGO

\_\_\_\_\_\_\_ people living with and affected by HIV

\_\_\_\_\_\_\_ Trade union and workers

\_\_\_\_\_\_\_ Youth, children and adolescent

\_\_\_\_\_\_\_ Urban poor

\_\_\_\_\_\_\_ LGBTIQ

\_\_\_\_\_\_\_ Local Authorities

\_\_\_\_\_\_\_ Central Asia

\_\_\_\_\_\_\_ East Asia

1. Country (headquarter based in) \*
2. Type of organisation \* (You can only select one.)

\_\_\_\_\_\_\_ Global

\_\_\_\_\_\_\_ Regional (Asia and Pacific)

\_\_\_\_\_\_\_ Sub-regional

\_\_\_\_\_\_\_ National

\_\_\_\_\_\_\_ Local

1. Organisational website \*
2. Type of work \* (You may select more than one.)

\_\_\_\_\_\_\_ Grassroots organisers

\_\_\_\_\_\_\_ Capacity Building / education

\_\_\_\_\_\_\_ Networking

\_\_\_\_\_\_\_ Campaign

\_\_\_\_\_\_\_ Policy advocacy (national)

\_\_\_\_\_\_\_ Policy advocacy (regional)

\_\_\_\_\_\_\_ Policy advocacy (international)

\_\_\_\_\_\_\_ Research/Science

\_\_\_\_\_\_\_ Others please state: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Thematic focus area of the organisation \*
2. Are you a network organisation? \*

* Yes
* No

1. If yes, please specify on your members/constituency \*
2. Can your organisation take on some of the coordination, organisation and secretariat function? Please give examples \*
3. Name of main representative of organisation for constituency and sub-regional focal points\*
4. E-mail of the main representative \*
5. Name of the alternate representative \*
6. E-mail of the alternate representative \*

**Criteria**

Please make elaborate answers on whether the organisation meets the criteria for sub-regional and constituency focal points

**Criteria 1:** Preferably regional and national organisation with working scope in Asia and Pacific, or international organisation with regional (Asia Pacific) office with most of the board coming from Asia and Pacific. \*

**Please elaborate and provide link (if possible) on how the organisation meets the criteria**

**Criteria 2:** For constituency focal points, priority will be given to constituency-based organisation which most of members represents that particular constituency. For sub-regional focal points, priority will be given to organisation that is active in that particular sub-region \*

**Please elaborate and give example**

**Criteria 3:** Organisation should have interest, capacity and experiences in coordinating the CSOs in Asia Pacific in general, and in specific within their constituencies, particularly in building common positions and facilitating collective decision making process.

**Please elaborate and give examples**

**Criteria 4:** Organisation should have the capacity and commitment to fulfill the responsibilities and task as constituency and sub-regional focal points \*

**Please elaborate on organisation capacity and experience**

**Criteria 5:** The organisation should have an established office or address (called e.g. headquarters/secretariat) with an executive officer. It should have statutes which are transparent and accessible and if a network preferably a democratically adopted constitution. \*

**Please elaborate and provide link of your organisation' constitution and bylaws**

**Criteria 6:** Organizations with proof of their independent juridical personality and non-profit and/or tax-exempt status in a State Member of the United Nations. \*

**Please provide link of your organisation's registration document**

**Final Remarks**

**Statement of motivations and qualifications \***

Kindly add other additional information on the organisation also any added value you can bring to AP-RCEM. Please also elaborate on the motivation to become part of regional coordinating committee of AP-RCEM.