

## **NOMINATIONS GUIDELINES: SECOND PHASE OF THE ELECTION - CALL FOR NOMINATIONS FOR CONSTITUENCY AND SUB-REGIONAL FOCAL POINTS 2015-2017**

The AP-RCEM Regional Coordinating Committee (RCC) of the **Asia-Pacific Regional CSO Engagement Mechanism (AP-RCEM)** is opening the **SECOND Call for Nominations for the Election for Constituency and Sub-Regional Focal Points.** This document contains additional and detailed information about the nominations process.

**What is the AP-RCEM?** APRCEM is a civil society platform aimed to enable stronger cross constituency coordination and ensure that voices of all sub-regions of Asia Pacific are heard in intergovernmental processes in regional and global level. The platform is initiated, owned and driven by the CSOs, and has been set up under the auspices of UN-ESCAP and seeks to engage with UN Agencies and Member States on the Post-2015 as well as other development related issues/processes. As an open, inclusive, and flexible mechanism, RCEM is designed to reach the broadest number of CSOs in the region, harness the voice of grassroots and peoples' movements to advance development justice that address the inequalities of wealth, power, resources between countries, between rich and poor and between men and women.

**What are the Constituencies of the AP-RCEM?** To gather the broadest voices from the region, our structure is tailored to ensure the representation from 17 constituencies (women, farmers, fisherfolks, SME, indigenous peoples, NGO, science and technology, older groups, people with disabilities, people living and affected by HIV, migrants, trade union and workers, local authorities, youth, children and adolescent, urban poor, LGBTIQ, and people displaced by conflict, disasters and climate change), and 5 sub-regions (South-East Asia, South Asia, Central Asia, East Asia and the Pacific). For more information about RCEM, please click: [www.asiapacificrcem.org](http://www.asiapacificrcem.org).

**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.

Based on the RCEM Guiding Operations document, RCEM constituents are those who:

- Agree and endorse the AP-RCEM statement: **Advancing Peoples' Agenda for Development Justice**
- Filled in and submitted an **organisational profile to the secretariat and self-defined the Sub-regional** and Thematic **RCEM Constituencies** they belong to. Constituents may participate in multiple themes and sub-regions (in the case of region-wide groups). But for decision making purposes, each organisation constituent can belong to only one (1) Sectorial Constituency (out of 17) and/or one (1) Sub-regional Constituency (out of 5). They can also choose to not affiliate themselves in any sub-region.

## All RCEM constituents will have the rights to:

- 1) represent AP-RCEM as speakers, discussants and panelists in meetings and forums, and
- 2) vote, nominate or be nominated in RCEM elections/selections and other decision making process.

We are happy to announce that we currently have 370 organisations listed as AP-RCEM constituents (per 28 April), you can see the lists in the attached document and in following link: <http://bit.ly/1dJvPb6>

**What are the Focal Points?** Each of the 17 sectorial and 5 sub-regional constituencies will elect/select their own focal point. The Focal Point position is **organisational** instead of individual, but each organisation should assign one main contact person, and one alternate. They should be willing to serve for a term of two years. Note: there will be handover period of 6 months from the former to the new Committee. All focal points will constitute the Regional Coordination Committee.

Please note that nominees must win at least 20% of eligible voters from his/her sectorial or sub-regional constituency in order to win and be confirmed as Focal Point. If no nominees gather more than this threshold, the nominations will be extended for that sectors or sub-regions as the case may be.

## **CRITERIA FOR NOMINATIONS OF CONSTITUENCY AND SUB-REGIONAL FOCAL POINTS**

- Preferably regional and national organisation with working scope in Asia and Pacific, for international organisation they should be based or have a regional office in Asia Pacific, are working closely with Asia Pacific CSOs on issues in the region, and most of the board coming from Asia and Pacific.
- 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 organisations that demonstrate their active presence and engagement in that particular sub-region.
- 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.
- 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 persons (1 main, and 1 alternate) to coordinate the constituency.
- 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.
- Organizations with proof of their independent juridical personality and non-profit and/ or tax-exempt status in a State Member of the United Nations.

**What is the Regional Coordination Committee?** The Regional Coordination Committee (RCC) (formerly the transition committee) will be collectively responsible for facilitating and coordinating the work of the entire RCEM.

The responsibilities of the RCC collectively and the focal points individually are:

- **Information:** Sharing information on the post-Rio+20 and Post-2015 processes and the RCEM to CSOs in the region and feeding back information from constituencies to the RCEM as a whole, and vice versa.
- **Outreach:** Inviting CSOs from the various constituencies to engage the post-Rio+20 and Post-2015 processes through the RCEM.
- **Policy development:** Facilitating process of coming up with common regional, sub-regional and/or constituency positions and recommendations through thematic working groups related to sustainable development/Post-2015 agenda whenever possible.

- **Engagement:** Facilitating the participation of CSOs in regional, sub-regional and international processes such as the OWG, HLPF, ICESDF and others in order to bring regional positions and perspectives related to sustainable development.
- **Capacity-building:** Facilitating and supporting CSO initiatives such as research, advocacy, and skills-sharing for more effective engagement to sustainable development processes/ Post-2015
- **Assess and enrich structures and processes for the RCEM:** facilitating the collection and systematization of recommendations from the participants on how to improve the functioning of the RCEM.
- **Resource mobilization:** Raising resources for all of the above and ensuring transparency and accountability to our constituencies.

**Who are Eligible to Nominate / Be Nominated and Vote?** An official list of all Constituents will be drawn up based on the online data base of organisations who filled in and submitted an **organisational** profile to the secretariat and self-defined the Sub-regional and Thematic RCEM Constituencies they belong to only those organisations included in this list may be nominated as Focal Point and can vote. Please note that one organisation can have multiple representatives to the RCEM but is entitled to only one (1) vote for Thematic Constituency and only one (1) vote for the Sub-regional Constituency (as identified in the submitted organization profile). Self-nomination is allowed.

You can only nominate or self-nominate and eventually vote within your main thematic and sub-regional constituency as listed in the data base. I.e. if you are listed under farmers and South East Asia, you can only nominate focal points for farmer and South East Asia constituencies, NOT focal points for women and Central Asia constituencies.

### Information on Nominations

1. Submit your nominations in this Google form: <http://goo.gl/forms/bklZ5ccqkm> or fill the manual document attached and send it [buai@apwld.org](mailto:buai@apwld.org), deadline: Monday 29 June 2015. Late and/or incomplete registration will not be accepted.
2. 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.

### What is the Election Process?

Date	Process
17 June, 2015	<i>Release of Official List of Constituents and Call For Nominations.</i> 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, June 2015	<i>Submission and Receipt of Nominations/Self Nominations.</i>
30 June-2 July 2015	<i>Review of Nominations and Release of List of Eligible Nominees.</i>  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	<u>Online election</u> 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