

Roles and Responsibilities of the Australian Human Rights Commission (AHRC), Department of Social Services (DSS), Department of Foreign Affairs and Trade (DFAT) and Civil Society Organisations participating in Australia's delegation to COSP17

AHRC	DSS	DFAT
<p><u>Strategic objectives:</u></p> <ul style="list-style-type: none"> • Support civil society and people with disability to be involved in decision-making and monitoring processes concerning issues relating to persons with disabilities in accordance with the United Nations (UN) CRPD. • Ensure better understanding of, and respect for, human rights so people and communities take action to defend human rights in their own context. • Maintain international standing as a strong National Human Rights Institution representing human rights in Australia and contributing to human rights advancements globally. <p><u>Support for the Australian civil society delegation:</u></p> <ul style="list-style-type: none"> • Facilitate an Expression of Interest (EOI) process enabling civil society organisations to submit EOIs in a written, audio, video, or Easy Read format. • Establish selection criteria for applicants, in consultation with DSS • Ensure the EOI process is open and transparent, by making sure the assessment criteria and selection process is publicly available to enable applicants to have a thorough understanding of how applications will be assessed when submitting their EOI. • Ensure appropriate rigour is applied to consideration of each application, noting organisations may submit one EOI for multiple applicants, however merits of each applicant will be assessed separately. • Maintain a website containing all relevant information on the EOI process. • Provide a report to DSS on the delegates assessed suitable to attend the events (including amount recommended for funding). AHRC Report to provide rating scores attributed against each criteria for each application for final decision by DSS. • Once notified by DSS of final funding decision, notify applicants on the outcome of selection process. • Facilitate pre-event activities, in partnership with DSS and DFAT, to ensure maximum benefit for civil society organisations and delegates attending COSP. • Assist DSS as required in supporting civil society organisations and delegates prepare for COSP. • Assist DSS as required in post-COSP activities to reflect on experiences and lessons learnt. 	<p><u>Strategic objectives:</u></p> <ul style="list-style-type: none"> • Demonstrate Australia's commitment to disability equity and rights as part of the official delegation to COSP, including: <ul style="list-style-type: none"> ○ representing Australia at COSP plenary ○ delivering national and joint government statements ○ showcasing Australia's domestic policy, best practice and lessons learned at COSP side-events. ○ engaging with other countries through bilateral meetings. ○ supporting ministerial attendance at COSP (if applicable). • Maintain and, where possible, advance Australia's reputation as a global leader on disability inclusion and rights, and promote Australia's domestic disability policy. • Actively demonstrate Australia's commitment to the role of civil society within the UN system through active engagement and support of the Australian civil society, in particular persons with disabilities and their representative organisations, to be involved in and participate fully in the monitoring of process of the UN CRPD, • Maintain and build on existing partnerships/networks and facilitate new relationships. • Share and gain knowledge on best practice implementation of the UN CRPD. <p><u>Support for the Australian civil society delegation:</u></p> <ul style="list-style-type: none"> • Contribute funding for civil society delegates to participate in, and contribute to, COSP, in accordance with the activities of the Supporting Participation by Representatives of People with Disability in Key International Forums on Human Rights Program. • Review AHRC Recommendation Report from the EOI process, make final grant funding decisions and undertake grant administration activities. • Provide preparation support to civil society organisations and delegates in the lead up to COSP, in collaboration with AHRC and DFAT. This may include collating and circulating information civil society organisations, providing advice to queries, and assisting with facilitating accessibility requirements to attend COSP. • Disseminate information received from the UN once available (e.g. Programme, COSP themes). • Support the organisation and facilitation of pre-COSP workshops, including providing background information on UN, human rights and COSP; and logistical advice on attendance. • Support the organisation and facilitation of a post-COSP workshop to reflect on experience and lessons learned. • Provide on-the-ground support, where possible, to delegates attending COSP. 	<p><u>Strategic objectives:</u></p> <ul style="list-style-type: none"> • Demonstrate Australia's commitment to disability equity and rights as part of the official delegation to COSP, including: <ul style="list-style-type: none"> ○ representing Australia at COSP plenary ○ delivering national and joint government statements ○ showcasing Australia's global leadership, best practice and lessons learned at COSP side-events. • Demonstrate Australia's commitment to an active civil society role in the UN, including through support for the Australian civil society delegation. • Strengthen networks/relationships/partnerships to advance disability equity internationally • Gain knowledge on best practice CRPD implementation, particularly relating to Art. 32 (international cooperation) <p><u>Support for the Australian civil society delegation:</u></p> <ul style="list-style-type: none"> • Liaise with Australia's Mission to the UN in New York to support Australia's delegation to COSP. • Liaise with COSP Secretariat/Bureau and disseminate information to DSS, AHRC and civil society as required. • Assist DSS as required in supporting civil society organisations and delegates prepare for COSP. • Support the organisation and facilitation of pre-COSP workshops, including providing background information on UN, human rights and COSP; and logistical advice on attendance. • Support the organisation and facilitation of a post-COSP workshop to reflect on experience and lessons learned. • Organise networking events in New York as appropriate. • Provide on-the-ground support, where possible, to delegates attending COSP.
Contacting the AHRC		Contacting the Australian Government (DSS and DFAT)
<ul style="list-style-type: none"> • Civil society organisations and delegates are welcome to contact the AHRC at disability@humanrights.gov.au. • The AHRC can be contacted about the following: <ul style="list-style-type: none"> ○ Questions or concerns about the EOI process. ○ Accessibility requirements for the EOI process. ○ Queries about selection outcomes from the grant process. ○ Feedback on the EOI process. ○ Suggestions for pre-event and post event activities. 		<ul style="list-style-type: none"> • DSS will be the main point of contact for the Australian Government for COSP17. Any queries relevant to DFAT or Australia's Mission to the UN in New York can be sent to DSS and will be forwarded on to the appropriate contacts. • Civil society organisations and delegates are welcome to contact DSS at Sector.Engagement@dss.gov.au. • DSS can be contacted about the following: <ul style="list-style-type: none"> ○ Questions and concerns about the grant process. ○ Feedback on the grant process. ○ Accessibility requirements for participating in COSP and pre/post COSP activities. ○ Suggestions for pre-COSP and post-COSP workshops. ○ Queries relating to preparing for and attending COSP.

Roles and Responsibilities of the AHRC, DSS, DFAT and Civil Society Organisations participating in Australia's delegation to COSP17 - Continued

Civil Society Organisations and funded delegates participating in Australia's delegation to COSP17	Unfunded Civil Society Organisations and unfunded delegates, participating in Australia's delegation to COSP17
<p><u>Roles and responsibilities:</u></p> <ul style="list-style-type: none"> • Be accredited to the Conference of states Parties or have accreditation through the ECOSOC (Economic and Social Council) Consultative Status. • Actively engage and collaborate with other Australian disability peak and advocacy organisations to seek their input and advice regarding issues for discussion at COSP. • Complete all deliverables specified in the grant agreement by the relevant deadline, including meeting with DSS to discuss requirements specified in the grant agreement. • Assess, monitor and mitigate risks associated with the travel (both directions), attendance and participation of delegates at COSP. • Ensure all staff and delegates adhere to work, health and safety obligations. • Ensure all staff and delegates adhere to relevant UN policies and protocols, including liaising with the UN on proposed media activities to ensure they are compliant with related procedures. • Participate in, and disseminate outcomes of, COSP, including information about issues discussed, conclusions, and any significant associated events or meetings. • Actively monitor UN website for information on COSP and disseminate to delegates. • Provide pastoral, administrative and logistical support to delegates attending COSP under organisation. • Respond to requests for information in a timely manner and be responsible for signing relevant consent or privacy forms or confirming agreement to requests to enable DSS to disseminate shared information to other delegates participating in Australia's delegation (this may include biography, contact details, accessibility requirements, hotel/travel logistics, intended side events). • Participate in individual or group preparation or feedback sessions before and after COSP. • Funded delegates will: <ul style="list-style-type: none"> ○ Participate in pre-briefing processes arranged by the AHRC, DSS and/or DFAT. ○ Actively participate in COSP activities and follow relevant UN processes and protocols. For example, participate in events, network and engage with other COSP17 attendees, and contribute to the civil society aims and objectives. This may involve organising, assisting or supporting the drafting and/or delivery of an intervention or joint statement, and/or the development and delivery of a side event. ○ Actively engage and collaborate with the Australian Delegation, including delegates from other Australian peak and advocacy organisations and the government delegation. ○ Support and coordinate the Emerging Young Leaders Delegation (General Delegation delegates). ○ Adhere to work, health and safety obligations. ○ Adhere to relevant UN policies and protocols. ○ Ensure passport, visa, insurance and relevant documentation are organised for travel. ○ Abide by the laws of the United States of America (USA) and transit countries. For example, delegates under the age of 21 should not buy or consume alcohol in accordance with local laws, and some medications that are lawful in Australia must not be taken into the USA as they are prohibited. ○ Attend at least two days' worth of in-person events at COSP. ○ Identify events of interest and networking opportunities. ○ Participate in post-COSP briefings and events arranged for delegates arranged by the AHRC, DSS and/or DFAT. 	<p>The following roles and responsibilities are for information only and are suggestions to assist unfunded civil society to attend COSP. Unfunded civil society organisations and delegates are welcome to prepare independently for COSP.</p> <p>Unfunded organisations requesting the same level of support prior to, during and after COSP, are similarly requested to respond to requests for information in a timely manner in order for DSS to disseminate information to representatives (funded and unfunded) participating in Australia's delegation (this may include biography, contact details, accessibility requirements, hotel/travel logistics, intended side events).</p> <p><u>Roles and responsibilities:</u></p> <ul style="list-style-type: none"> • Be accredited to the Conference of states Parties or have accreditation through the ECOSOC Consultative Status. • Actively engage and collaborate with other Australian disability peak and advocacy organisations to seek their input and advice regarding issues for discussion at COSP. • Assess, monitor and mitigate risks associated with the travel (both directions), attendance and participation of at COSP. • Ensure all staff and delegates adhere to work, health and safety obligations. • Ensure all staff and delegates adhere to relevant UN policies and protocols, including liaising with the UN on proposed media activities to ensure they are compliant with related procedures. • Actively monitor UN website for information on COSP and disseminate to delegates. • Provide pastoral, administrative and logistical support to delegates attending COSP under organisation. • Unfunded delegates will: <ul style="list-style-type: none"> ○ Ensure passport, visa, insurance and relevant documentation are organised for travel. ○ Abide by the laws of the United States of America (USA) and transit countries. For example, delegates under the age of 21 should not buy or consume alcohol in accordance with local laws, and some medications that are lawful in Australia must not be taken into the USA as they are prohibited. ○ Identify events of interest and networking opportunities.