

**International Coordinating Committee of National institutions for the Promotion
and Protection of Human Rights (ICC)**

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**Rules of Procedure of International
Conferences of National Institutions for the Promotion
and Protection of Human Rights**

General Framework and Purpose

In accordance with United Nations General Assembly Resolution 48/134 of 20 December 1993, and its annex called "Paris Principles", and the relevant resolutions of the United Nations Commission on Human Rights;

In accordance with the rules of procedure of the International Coordinating Committee of National Institutions for the Promotion and Protection of Human Rights (ICC), adopted on 6 April 1998, in Geneva and ratified on 15 April 2000, in Rabat.

Article 1

National institutions for the Promotion and Protection of Human Rights shall hold a biennial International Conference.

Article 2

The International Conference shall be organized by a national institution of a country chosen in rotation among the regional groups of Africa, the Americas, Asia and the Pacific, and Europe, in consultation with the Chair of the ICC and under the auspices of, and in consultation with, the United Nations Office of the High Commissioner for Human Rights.

Article 3

The purpose of International Conferences is to develop and strengthen cooperation between national institutions, to promote the establishment or strengthening of ties of friendship and solidarity between participants, to discuss items on their agenda, and to ensure their follow up at the national level.

Article 4

At the end of each International Conference fully accredited national institutions shall adopt a Final Declaration.

Membership

Article 5

All national institutions shall be invited to the International Conference.

Only fully accredited national institutions shall have voting rights at the International Conference. All other participants shall participate as observers without voting rights.

Where a consensus is not reached, decisions shall be made by a majority of members present and voting at the International Conference.

Article 6

The following shall also be invited to the International Conference:

- The United Nations High Commissioner for Human Rights or his/her Representative as well as members of his/her office in charge of national institutions;
- In consultation with the Office of the United Nations High Commissioner for Human Rights and the ICC as observers:
 - Regional co-ordinating committees of national institutions
 - Human rights experts
 - International, regional and the host country human rights associations and non-governmental organizations
 - State representatives including officials of the host country and members of the diplomatic corps whose country have a national institution or intend to have one

State representatives shall attend only the opening and closing sessions of the International Conference.

Conduct of Business

Article 7

Proceedings of each International Conference shall take place in two parts:

- During the first part of the proceedings, hereby called “the substantive meeting,” participants shall consider issues on the agenda of the conference.
- During the second part of the proceedings, hereby called “the institutional meeting,” the Office of the United Nations High Commissioner for Human Rights and fully accredited national institutions shall consider matters relating to the ICC, the renewal of its membership and its evolution, as well as issues concerning the preparation of the next session of the United Nations Commission on Human Rights in Geneva.

At this meeting, national institutions shall also discuss the topic of and arrangements for the one-day theme seminar of national institutions which shall be organized in conjunction with the annual meeting of the United Nations Commission on Human Rights.

Article 8

The candidature of a fully accredited national institution wishing to host an International Conference, shall be recommended to the ICC by its regional coordinating committee.

Upon proposals from the host national institution, the ICC shall, at “the institutional meeting”, take a decision regarding the date, venue and draft agenda of the next International Conference in consultation with the United Nations Office of the High Commissioner for Human Rights.

As soon as a national institution is entrusted with hosting an International Conference, it shall set up a preparatory committee. The members of this Committee, which shall include the chairperson of the ICC, the United Nations Office of the High Commissioner for Human Rights and any other member appointed by the International Conference, shall constitute the preparatory General Committee of the International Conference.

Article 9

The host country shall make arrangements concerning the organization of the International Conference including its secretariat and shall bear the expenses for such arrangements with the support of the Office of the United Nations High Commissioner for Human Rights and other national institutions wishing to do so.

The nature of hospitality to be extended to participants to the International Conference shall be indicated in the invitation to be sent to national institutions.

Article 10

The programme of the International Conference shall be prepared in close consultation between the host national institution, the Chairperson of the ICC and the Office of the United Nations High Commissioner for Human Rights. Members of the ICC and accredited national institutions shall be informed of progress in the preparation of the International Conference.

Article 11

The International Conference shall be chaired by the host national institution.

At its opening meeting, in the presence of the United Nations High Commissioner for Human Rights or his/her representative, the Chairperson of the ICC and any other official from the host national institution, the International Conference shall appoint:

- Its General Committee;
- The Drafting Committee of the draft Final Declaration; and
- The Rapporteur-General.

Article 12

Fully accredited national institutions shall be granted priority-speaking rights. The other participants shall speak thereafter.

The General Committee of the International Conference shall determine the length of speaking time to be allocated to speakers.

Officials of the host country may make statements during the opening and/or closing sessions of the International Conference.

Article 13

A Final Declaration prepared by the Drafting Committee mentioned in Article 11 above shall be adopted by consensus.

The Final Declaration along with the General Report of the International Conference shall be transmitted to the United Nations High Commissioner for Human Rights, to all national institutions and to observers.

Article 14

English, French, and Spanish shall be the languages of the International Conference meetings. Statements delivered in one of the above languages shall be interpreted into the other working languages of the International Conference.

The Final Declaration and all other documents adopted by the International Conference shall be translated into all the working languages of the International Conference.

Article 15

These Rules of Procedure may be amended only by the International Co-ordinating Committee either at the recommendation of its Chairperson or one of its members.

Article 16

National institutions, at their ICC meeting held in Geneva on 17April 2002, adopted these Rules of Procedure of International Conferences of National Institutions for the Promotion and Protection of Human Rights.

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