

Guidelines for participation in CSD-7
New York, 19 - 30 April 1999

Dear Friends and Colleagues,

The CSD Secretariat prepared this Information Note to provide general guidelines on how your organization can make a contribution to the seventh session of the Commission on Sustainable Development (CSD) that will meet in April 1999. This Note is prepared annually to reflect the specific agenda of the CSD in a given year and to keep major group partners well informed and prepared.

The CSD is currently in its second five-year program of reviewing implementation of the outcomes from the 1992 Earth Summit and the 1997 Earth Summit+5. The Commission is known as an innovator in broad-based participation. Its work to-date has been highly participatory and it continues to experiment and adopt innovative participatory mechanisms to increase the involvement of major groups in sustainable development efforts at the UN and around the world.

Maintaining and enhancing the established participatory tradition of Agenda 21 follow up requires your continued commitment. Without your involvement the sustainable development agenda will have limited success under the best of conditions. We hope that this information note will provide your organization and its constituency with the starting points of to make an impact on the 1999 session. We look forward to learning from your experiences and to facilitating your active involvement in the year ahead.

INTRODUCTION

In April 1999 the Commission on Sustainable Development will hold its seventh session. This note provides a road map of the process leading up to the seventh session and information on how major group organizations can make contributions to the session itself and its preparatory steps.

The Commission was created as the main review and monitoring center for activities aiming to achieve Agenda 21 objectives and other agreements reached by the Earth Summit (1992, Rio de Janeiro). In addition to activities for Rio follow up, the CSD is also mandated to review the implementation of the Barbados Programme of Action (on sustainable development of Small Island Developing States -- SIDS) and to oversee the work of the Inter-governmental Forum on Forests created as a subsidiary of the CSD. A stock taking exercise for the first five years of the CSD's work was held in June 1997 by way of the 19th Special Session of the General Assembly. The 1997 review adopted the

second five-year programme of work for 1998-2002 that now guides the CSD process. A ten-year stock taking exercise will take place in year 2002.

The current five-year work programme is available in full in Annex 1 as a general road map for the next few years. Linking your sustainable development activities and efforts to these themes will help increase the impact of your views and experiences on the work of the CSD. A key characteristic of the current work programme is its focus on a selected number of themes including some that are not addressed in detail in Agenda 21. The overall goal of the work programme is to focus the debate on specific issues and to move towards more action, more implementation and a better understanding of the degree to which these actions are effective in moving the global community towards sustainability.

CSD-7 Themes and Process Milestones

| THEMES of CSD-7 | Milestone dates |
|---|--|
| TOURISM (also the theme for the multi-stakeholder dialogue segment) *** CHANGING CONSUMPTION and PRODUCTION PATTERNS *** OCEANS and SEAS *** SIDS Programme of Action (in preparation for a five year review) | Deadline to finalize reports: end of December 1998 *** Various preparatory meetings (now through February 1999) *** Ad Hoc Intersessional Working Group Meetings (22 February – 5 March 1999, New York) *** Seventh Session of the CSD (19- 30 April 1999, New York) |
| Overarching issues for this and all other years under the current work programme are Poverty and Consumption Patterns | The Special Session of the General Assembly to conduct a five-year review of progress on SIDS Programme of Action is tentatively scheduled for September 1999, in New York. |

INFORMATION ON THE INTERNATIONAL REPORTING PROCESS

The CSD's deliberations are based on reports and supplementary materials that identify the main trends and emerging issues under a given theme. Each main theme on the CSD agenda is covered in a Secretary-General's (SG) Report that may be supplemented by one or more Addenda and at times by other materials such as background papers or case studies.

The SG Reports are limited to 16 pages in length and are produced in all six official languages of the United Nations. The Addenda to the SG reports are also of limited length and available in languages. Background papers and case studies are prepared in English only and contain more detailed information.

Preparation of the official reports is made possible through a collaborative process that directly involves the UN system bodies as thematic Task Managers, coordinated by the Inter-Agency Committee on Sustainable Development (IACSD). This system of Task Managers maximizes the use of available information and expertise of the entire United Nations system. (See Annex 2 for the list of all Task managers and CSD Secretariat Focal Points).

The preparation of the official reports and their supplements (such as background papers and case studies) involves inputs from major group organizations around the world to the extent that they are able or wish to provide information on their activities, experiences, views, and recommendations for future action.

Major Group organizations can either send their written inputs to the Major Groups Focal Point in the CSD Secretariat for distribution to the relevant Task Managers or send them directly to the relevant Task Managers. The inputs that are received on time are included in the analyses conducted by the Task Managers. Major group organizations are also invited to submit case studies about their projects related to the CSD agenda. In some cases, background papers or case studies are commissioned from specific major group organizations that have substantive thematic expertise that is unavailable elsewhere.

The seventh session of the CSD will have before it a total of 10 SG reports. These, together with information on the related supplementary materials, are listed below.

List of SG Reports and supplementary materials for 1999

(Organizations in parenthesis indicate UN bodies that are Task Managers and/or lead agencies for a given theme)

1. Report of the Secretary General on Oceans and Seas

Task Manager: ACC Sub-committee on Oceans and Coastal Areas

Supplemented by Addenda (number and themes to be decided); the report of the Ad Hoc Inter-sessional Working Group of the CSD on Oceans and SIDS; the report of the Second London Workshop on Oceans (10-12 December 1998, organized by the Government of the UK). Background papers prepared by UNESCO, UNEP and IMO; and, a background paper containing case studies on major group contributions to sustainable oceans prepared jointly by DSD and WWF.

2. Report of the Secretary-General on Changing Consumption and Production Patterns

Task Manager: DSD/DESA

Supplemented by the report of the Ad Hoc Intersessional Working Group on Tourism and Changing Consumption and Production Patterns, a Background paper on Indicators of Changing Consumption and Production Patterns, and a set of case studies on contribution of major groups to changing consumption and production patterns.

3. Report of the Outcome of informal consultations on possible recommendations regarding the inclusion of matters related to sustainable consumption in the UN Guidelines for Consumer Protection.
4. Report of the Secretary-General on Tourism and Sustainable Development

Lead Organization: DSD/DESA

Supplemented by Addenda covering tourism and economic development (World Tourism Organization and DESA); tourism and social development (ILO); and tourism and environmental management (UNEP). Other related materials include the report of the Ad Hoc intersessional Working Group of the CSD on Consumption Patterns and Tourism. Papers for the multi-stakeholder dialogue segment: A total of 4 'dialogue starters' of 16 pages each will be prepared for the Tourism Segment by the key stakeholder groups. See section on Tourism Segment below.

5. Report of the Secretary-General on the comprehensive review of progress in the implementation of the Barbados Programme of Action on Sustainable Development of Small Island Developing States (SIDS)

Various Lead Organizations are involved. See Annex 2.

Supplemented by Addenda on the chapters of the Barbados Programme of Action.

Report on the outcome of the Meeting of prospective donors with the representatives of SIDS

6. Report of the Secretary-General on National Progress in the implementation of Agenda 21 (based on national reports)

Lead Organization: DSD/DESA

Supplementary materials covering assessment of progress at the national level (summary tables and key coordinating mechanisms/actions); list of official national sustainable development contacts; and an information note containing the outcome of the planned meeting of the National Councils for Sustainable Development in New York (tentatively scheduled for March 1999).

7. Progress Report of the SG on implementation of the CSD Work Programme on Education for Sustainable Development

Task Manager: UNESCO

8. Progress report on the initial results of the process exploring the elements of a review of voluntary initiatives

Lead Organization: DSD/DESA

9. Report on voluntary initiatives in the financial Sector

Lead Organization: UNEP

10. Report of the Secretary-General on the Main and Emerging Issues for the High Level Segment

Lead Organization: DSD/DESA

Additional materials may be prepared as updates on the outcomes of activities that will occur after the above reports are finalized. Please check our WEB site regularly for more information on the reporting process including the relevant outlines and draft versions of the reports.

Reporting Deadlines

SG Reports

Must be finalized by 1 January 1998. Written inputs from Major Group organizations need to be submitted by no later than 1 December 1998. Earlier submissions are encouraged.

Background papers

Must be finalized by 14 February 1998. Written inputs from Major Group organizations need to be submitted by no later than 1 January 1999.

Inputs from major groups

The CSD Secretariat encourages and welcomes inputs from major group organizations on the topics listed above. Major Groups that wish to make an input should send it in writing (email, fax, or mail) to the Major Groups Focal Point in the CSD Secretariat, or directly to the Task Managers listed in Annex 2. If your organization wishes to make a contribution, please observe the deadlines provided above. Inputs received after these deadlines will be increasingly difficult to integrate into the analytical process.

Your inputs should be

- Brief (about 5 pages and not longer than 10 pages),
- Relate to specific experiences in implementation or monitoring activities,
- Focus on the lessons-learned/trends observed in the course of activities, and
- Highlight policy directions that can be brought to the attention of the CSD.

Your contributions to the reporting process will strengthen the overall analysis on a given issue and increase the validity of the recommendations made. They will also help the CSD Secretariat to further build its database of information on major group activities, views and inputs. This knowledge base will be the backbone for the analysis of the role and contribution of major groups for the ten-year review of progress (Earth Summit+10) scheduled for 2002.

INTER-SESSIONAL MEETINGS ON THEMATIC ISSUES

A number of preparatory meetings produce analyses on the state of the themes that are in the CSD agenda. In addition to the Ad Hoc Inter-sessional Working Group meetings of the CSD that precede the regular session of the Commission, a number of expert group meetings, seminars, workshops and other consultation opportunities are organized throughout the year. These meetings are usually sponsored and hosted by Governments and often include representatives from major group organizations. The list below includes those inter-sessional meetings and other preparatory events that were known at the time of writing of this note. Updates on additional events that may be organized will be available on the WEB site or by contacting the CSD Secretariat.

Oceans

January 1999, Monaco.

Seventh session of the ACC Subcommittee on Oceans and Coastal Areas, Contact for further information Ms. Anne Rogers, DSD Focal Point for Oceans, tel: 212-963-2476, fax: 212-963-1795, email: .

10-12 December 1998, London, UK.

Second London Workshop on Oceans. Organized by the Government of the UK. Contact for further information: Mr. Alan Simcock, UK Department of the Environment, Head of Marine, Land and Liability Division; tel: 44-171-276-8833, fax: 44-171-276-8603, Email: doe.marine@gtnet.gov.uk.

5-9 October 1998, Monaco

Symposium on Marine Pollution. Sponsored by the Marine Environment Laboratory of IAEA in collaboration with other UN agencies. Contact for further information: Dr. Hugh Livingston, Director of IAEA, tel: 377-97-97-7201, fax: 377-97-97-7275, email: livingston@monaco.iaea.org.

Monaco. 20-22 October 1998

Meeting of the Mediterranean Commission on Sustainable Development.

23-26 November 1998, Townsville, Australia

International Symposium on Tropical Marine Eco-systems Management. Organized by the Government of Australia and the International Coral Reef Initiative.

Location to be announced. 23-27 November 1998

International Conference on Sustainable Development of Deltas. Organized by the Government of the Netherlands.

30 November- 4 December 1998, Capetown, South Africa

Conference on Cooperation for Development and Protection of the Coastal and Marine Environment in Sub-Saharan Africa. Co-sponsored by the Government of South Africa, UNEP and ACOPS.

Tourism

Mauritius. October 1998

International Conference on Sustainable tourism in Small Island Developing States.
Organized by the World Tourism Organization.

Consumption and Production Patterns

The Hague, Netherlands, 9-10 September, 1998

The 1998 Human Development Report Global Launch and Symposium: Human Development and Consumption. Organized by UNDP. Hosted by the Government of the Netherlands. Further information by e-mail from sarah.burd-sharps@undp.org

Phoenix Park, Republic of Korea, 28 September - 1 October 1998

Fifth International High-level Seminar on Cleaner Production. Organized by UNEP Industry and Environment. Further information by e-mail from kristina.elvebakken@unep.fr

London, UK, 26 – 28 October 1998

Towards Sustainable Product Design #3. Organized within the Design Council's Design in Business Week '98. Further information by email from mcharter@surrart.ac.uk

Berlin, Germany, October 26-28, 1998

Fifth International Conference on Green Goods: Ecolabelling for a Sustainable Future, "The role of eco-labelling in promoting environmentally preferable products and services". Organized by the Organisation for Economic Cooperation and Development (OECD). More Information: <http://www.oecd.org/env/divppc.htm>. Email contact greengoods.conference@oecd.org

Oslo, Norway, November 5 – 7 1998

International Conference on Sustainable Consumption Patterns. Organized by the Program for Research and Documentation for a Sustainable Society (Prosus). Contact for more information: Mr. Eivind Hovden, tel: +47 22 18 11 70, e-mail: eivind@prosus.nfr.no.

Cheju Island, Republic of Korea, January 27 – 29 1999

Expert meeting on Consumption Patterns in South-East Asia. Organized by the Government of the Republic of Korea in cooperation with UN/DESA. Contact for more information: Mr. Erik Brandsma tel: 212-963-0013, fax: 212-963-4260.

This is a provisional list. Updates available at <http://www.un.org/esa/sustdev/conprod.htm>.

Education

6 October 1998. Paris, France

Debate on Preparing for a Sustainable Future: Higher Education and Sustainable Human Development. Organized by UNESCO. Contact for further information: Mr. Gustavo Lopez Ospina, Fax: 33-1-456-69684

15-16 March 1999. Washington DC, USA (location to be confirmed)

Meeting on Regional policies and concerted actions to support education for sustainable development. Organized jointly by UNESCO and OAS. Contact for further information Mr. Gustavo Lopez Ospina, Fax: 33-1-456-69684

SIDS

May 1999 marks five years since the Barbados Conference and the adoption of the SIDS Programme of Action. An overall review of progress in achieving the objectives of this programme will be the focus of a two-day Special Session of the General Assembly in September 1999. The seventh session of the CSD will focus on the SIDS agenda in preparation for this Special Session. The preparations will also hold various preparatory meetings. For more detail and updates, contact the SIDS Unit in the CSD Secretariat (see Annex 2)

OFFICIAL MEETINGS OF THE CSD

Ad Hoc Intersessional Working Groups of the CSD

The Ad Hoc Inter-sessional Working Groups (ISWG) of the seventh CSD will meet from 22 February to 5 March 1999 in New York. It is expected that one Working Group will focus on the themes of Oceans and SIDS (possibly meeting from 22-27 February 1999) and the other on Tourism and Consumption Patterns including discussions on the review of the UN Guidelines on Consumer Protection (meeting from 1-5 March 1999). The

discussions of the ISWGs will be based on the SG reports on these topics. A more detailed agenda of the ISWGs will be announced on our Web site as soon as it is available.

Seventh Session of the CSD

The preliminary program for CSD-7 is as follows:

| Date | Morning session | Afternoon session |
|-----------------|--|--|
| 19 Monday | April Introductory Organization of work, Statements on the Ad Hoc Working Groups and other inter-sessional activities | statements, TOURISM SEGMENT |
| 20 Tuesday | April TOURISM SEGMENT | TOURISM SEGMENT |
| 21 Wednesday | April TOURISM SEGMENT | HIGH LEVEL SEGMENT |
| 22 Thursday | April HIGH LEVEL SEGMENT | HIGH LEVEL SEGMENT |
| 23 Friday | April HIGH LEVEL SEGMENT | HIGH LEVEL SEGMENT |
| 26 Monday | April National Presentations | National Presentations/Work of the Drafting Groups |
| 27 Tuesday | April Work of the Drafting Groups | Work of the Drafting Groups |
| 28 Wednesday | April Work of the Drafting Groups | Work of the Drafting Groups |
| 29 Thursday | April Work of the Drafting Groups | Work of the Drafting Groups |
| 30 Friday | April Work of the Drafting Groups | Conclusion of the session Closure of the seventh session will be immediately followed by the first meeting of the Eighth Session to elect the new Bureau. |

This agenda is preliminary and is subject to change. Please check our WEB site or contact the CSD Secretariat for updates. A more detailed and near-final programme of work for CSD7, including the various side, parallel and other special events organized during the Commission's meeting, will be available during the first week of April 1999.

Tourism Segment

At CSD7 the multi-stakeholder dialogues on a specific theme will continue with a focus on the impact and contribution of Tourism to sustainable development. The 1999

segment is being designed around two full days of dialogue on specific themes related to Tourism with actors from related industry, workers, communities and local authorities. The Tourism Segment is tentatively scheduled from the afternoon of the first day (19 April) to the morning of the third day (21 April). The purpose of the Segment is to generate meaningful dialogue between governments and major groups on Tourism and to identify future policy directions aiming to increase the positive impact of this economic sector on sustainable development objectives.

At present, the following preliminary themes are identified for the segment:

Industry Initiatives for Sustainable Tourism (19 April, afternoon session)

Influencing Consumer Behavior to Promote Sustainable Tourism (20 April, morning session)

Promoting Broad-based Sustainable Development through Tourism while Safeguarding the Integrity of Local Cultures and Protecting the Environment, (20 April, afternoon session)

Coastal impact of Tourism. (21 April, morning session.)

The following major group sectors will take the lead to organize major group participation in the Tourism Segment:

Local Authorities—The International Council for Local Environmental Initiatives (ICLEI) is the coordinating partner.

NGOs—The CSD NGO Steering Committee is the coordinating partner.

Workers—The International Confederation of Free Trade Unions (ICFTU) is the coordinating partner.

Business and Industry—The International Hotel and Restaurant Association (IHRA) and the World Travel and Tourism Council (WTTC), in collaboration with the International Chamber of Commerce and the World Business Council for Sustainable Development, are the coordinating partners.

The coordinating partners will work with the Division for Sustainable Development in facilitating and preparing the Tourism Sector. Each coordinating partner will be responsible to facilitate the preparation of the 'dialogue starters' (analytical and action oriented papers on the selected themes), identify the individuals to represent their group, and conduct consultations within their major group sectors. The coordinating partners will prepare the draft list of participants by 15 March 1999. Further information on the

Tourism Segment can be obtained by contacting the coordinating partners or the Major Groups Focal Point in the CSD Secretariat (see Annex 2 for contact information).

The coordinating partners will lead the production of 4 papers of 16 pages each covering the four themes listed above from the perspective of their major group sector. These papers are conceived as "dialogue starters" rather than final products. Drafts of the dialogue starters will be available on the Division's Web site by January 1999.

The CSD Secretariat strongly encourages all major group organizations and partners around the world to be actively involved in the preparation of the Tourism Segment.

Major group Participation in the ISWGs and CSD-7

The CSD has been a lively forum of non-governmental participation with organizations representing all major groups. Their participation infuses new ideas, challenges and information and thus enriches the inter-governmental debate. Major Group participants in the CSD have organized coordinated statements by thematic NGO caucus groups, organized dozens of side events to share experiences, and successfully lobbied for particular initiatives that they felt the CSD should undertake or support. The participatory traditions of the CSD and the need for it to continue have been widely acknowledged and are fully supported by the CSD Secretariat.

Please note that non-governmental participation in the CSD or in its ISWGs is subject to the rules of participation of the UN Economic and Social Council (ECOSOC). These rules require that the non-governmental participants represent a non-governmental organization that is in consultative status with the ECOSOC.

Major Group organizations that are in consultative status with the Economic and Social Council of the United Nations (ECOSOC), including those in the "CSD-List", can send representatives to CSD7 and its ISWG meetings. Accredited organizations planning to send representatives should write, at least 2 weeks in advance of a meeting, to the NGO Section (see below) of the Department of Economic and Social Affairs.

NGO Section Division for ECOSOC Support and Coordination 1 United Nations Plaza, 10th Floor, New York, NY, 10017, USA Fax: 212-963-9248 Tel: 212-963-8652

ECOSOC rules do not permit participation of representatives from organizations that are not in consultative status. If you are unsure of your organization's accreditation status, you can check with the following sources:

- List of accredited NGOs available on the Internet (at gopher://gopher.un.org/00/esc/docs/1997/69431). If your organization is listed you are accredited.

- Contact the NGO Section. The NGO Section maintains up-to-date lists of accredited organizations including those that have recently been granted consultative status but are not yet included in the lists available on the Internet.
- Contacting the Major Groups Focal Point of the CSD Secretariat.

Please make sure that your organization has the necessary consultative status before sending representatives to New York or making travel arrangements for them.

The CSD NGO Steering Committee, in collaboration with the UN Non-governmental Liaison Services and the CSD Secretariat, organizes orientation meetings during the week-end preceding the CSD. These orientation meetings are particularly useful for major group representatives coming to the CSD for the first time. A schedule of orientation meetings can be obtained by contacting the CSD NGO Steering Committee. The Non-governmental Liaison Services of the UN (NGLS) is an excellent source of advice about the workings of the UN and the best ways non-governmental participants can contribute to an inter-governmental debate. Contact information for these sources is available in Annex 2.

If you have an issue specific focus, you may also want to find out about the numerous NGO Caucuses that are formed by participating major groups to coordinate their work during the CSD. There are several dozen caucuses around the CSD process focusing on all aspects of Agenda 21 and sustainable development. Most caucus groups maintain their contacts throughout the year, often by email. A list of the caucus groups can be obtained from the CSD NGO Steering Committee.

Organizing Side Events during CSD-7

Major groups, governments and UN agencies, organize events outside of the regular meeting times of the CSD throughout the session. These events are known as 'side events'. A number of parallel events on topics related to the CSD themes also take place both on UN premises and elsewhere in New York City. These events help increase the opportunities for sharing information, exchanging lessons learned, and showcasing various partnerships or initiatives which collectively enable an environment of better informed decision making. The CSD Secretariat supports such initiatives to the extent possible.

Guidelines to Organize SIDE EVENTS

Based on the experience with side events over the last five years, the CSD Secretariat has prepared the following guidelines for use of organizations that wish to organize side events during a session of the CSD or during its Ad Hoc Working Group meetings. These guidelines are applicable only to those events organized on UN premises.

Content. Side events organized during a CSD meeting are strongly encouraged to focus on topics directly related to the work programme of the CSD, preferably related to the agenda topics of a given year. Events lacking this direct relevance will not have priority in room and time allocation.

Requests. Please notify the CSD Secretariat about your plans as early as possible (see Annex 2 for contacts). A request form is available in Annex 3 and is prepared to facilitate the process. Deadlines to send a request for a side event during the CSD is 31 March 1999 (side event requests for the ISWG is 8 February 1999). Side event requests received after these dates will be accommodated only if space is available.

Time-slot allocation. The CSD Secretariat, in collaboration with Conference Services, will try to accommodate all requests within the constraints of available time slots. In case of multiple requests for events focusing on the same topic, the organizers will be contacted to explore the possibility of combining their events into one event to make optimal use of the available time slots and rooms. Multiple events by one organization is strongly discouraged in favor of making time and space available to a variety of organizations.

Room allocation. To provide major groups from developing countries with sufficient time to submit their side event requests, final room allocation and scheduling decisions are not made at the time of receiving a request. The CSD Secretariat maintains a tentative list of such events and will make room assignments after the deadline to request them (between 1-4 April 1999). The CSD Secretariat will notify the side event organizers in writing (fax or email) after 5 April 1999 about the exact venue of their event. For advance advertisement purposes, the side event organizers should use "UN Headquarters, Conference building, First Basement" as the venue.

Equipment. Use of slide/video/overhead projectors, sound system or microphones in the meeting rooms, sound recording, electronic presentation systems and so forth can be requested using the Request form in Annex 3. Organizers should be aware that they are responsible for any costs related to the use of such equipment or related services and a written agreement from side event organizers to cover related costs is necessary before an event can be entered in the tentative list of events. Certain types of equipment (such as laptop-to-screen projectors) are scarce and may not always be available.

Non-UN Equipment. Some side event organizers bring their own electronic equipment to the UN grounds for use during their event. If this is part of your plans, notify the CSD Secretariat at least one week before the start of the meeting you are attending so that necessary arrangements can be made with UN Security.

Translation. Language interpretation services are not available for side events. On few occasions arrangements could be made to allow the interpreters supplied by the organizer

of the event to use the translation booths in the conference rooms. However, it is safer to plan for presentations and discussions in English.

Internet connections. Some side events involve Internet connections to demonstrate particular Web sites. If your side event requires this, please notify the CSD Secretariat no later than two weeks before the start of the meeting so that the necessary electronic hook up can be arranged. The Internet connection service has cost implications.

Distribution of Printed Materials. Tables in the back of the meeting rooms as well as in the corridors outside the meeting rooms will be available to distribute printed materials. These materials must be directly relevant to the CSD agenda. CSD Secretariat reserves the right to remove materials judged to be inappropriate for distribution during the CSD meeting. Sale of such materials on UN grounds is not permitted.

Displays and exhibitions. Unless organized through the appropriate channels, these are not allowed. Exhibitions planned for CSD meetings must be approved in advance by the Exhibits Committee through the CSD Secretariat. Any unauthorized exhibitions or display materials including posters placed on walls of conference rooms will be removed.

Associated Receptions. Food and drinks are not allowed in any of the meeting rooms on UN premises except for those available through the UN Catering Service. If you plan to have a reception before or after your side event, you need to make your own arrangements with the UN Catering Services (tel: 212-963-7098).

Sustainable Development Learning Center at CSD-7

For the second year in a row, a Sustainable Development Learning Center will be available to the participants of the seventh session of the CSD. The Learning Center is a joint project of the CSD Secretariat and the Foundation for the Future of Youth.

The Learning Center aims to promote sharing and learning from sustainable development education efforts of a range of actors from young people and students to NGOs, educators, and Governments. The Learning Center will have computer systems loaded with software, games and book-marked Internet sites collected from major groups, Governments and international organizations. The Center will showcase education kits and have brochures, newsletters, books, CD-ROMs and posters to give away. The Learning Center in 1999 will specifically focus on sustainable development education efforts and materials related to Tourism, Changing consumption and production patterns, Oceans and Seas, Small Island and Developing states and Poverty alleviation.

If your organization has developed education materials in these areas, we encourage you to send copies to us for display (one copy) or for distribution (at least 200 copies) during the CSD. The deadline to send materials is 10 April 1999.

Here are some examples of the kind of materials we are looking for:

- EDUCATION KITS (that you have developed in your school, community, organization)
- BROCHURES (about projects, approaches, information sources, or partnerships)
- CURRICULA (you have developed or have used in your education efforts)
- WEB SITES (of your organization or those of others that you have found useful in your sustainable development education work)
- VIDEOS (short videos showing a particular project or approach to sustainable development education. Based on the videos received a "Video Festival" hour in the LEARNING CENTER will be arranged)
- EDUCATIONAL GAMES (that make sustainable development education fun!)
- SOFTWARE (such as databases, and interactive modeling and forecasting systems that you know of and would like to share with others)

Please send materials to Ms. Federica Pietracci, DSD, 2 UN Plaza - Room DC2-2256, New York, NY, 10017, USA.

Success Stories for CSD-7

In addition to the materials mentioned above, the CSD Secretariat will produce the third edition of the Sustainable Development Success Stories. The 1999 edition will continue to provide snap-shots of successful projects that have produced tangible results. Thematic focus of this edition is on oceans, changing consumption and production patterns, tourism, and sustainable development of Small Island Developing States (SIDS). Success stories are collected and published to demonstrate the sense of 'ownership' of sustainable development among a diversity of actors, ranging from UN bodies to major group organizations.

Any major group organization can submit its stories of success. The CSD Secretariat will select 50 from among those that are submitted. Selection criteria include the degree to which a story demonstrates tangible results, has an integrated approach to sustainable development, has catalyzed innovative partnerships and has potential for replication. The CSD Secretariat would appreciate submissions that conform to the outline below. Each story should be no longer than 2 pages. Submission of full-length articles, books or other materials as success stories is discouraged. The deadline is 1 January 1999. Success stories published in 1997 and 1998 are available on the Web site and can be used as examples in preparing your stories of success.

Outline for Success Stories

Name of the Project

Location of the project

Responsible Organization (name of the key organization that led/implemented the project. If the project involved multiple organizations, list those as 'partners'.)

Description of the project (including information on why the project was undertaken, who was involved and how cooperative arrangements were negotiated, the starting and completion dates, and funding sources.)

Sustainable Development issues addressed (which CSD-7 themes)

Results achieved (Describe the tangible outcomes of the project. Be as specific as possible. Keep in mind that the results described is key in replication of a project or a activity by others.)

Lessons learned (These could be on environmental protection gains, positive social and economic changes in the community where the project/activity was undertaken, institutional and capacity building issues etc. This section is the most crucial in terms of replicating similar successes around the world while avoiding mistakes others have made and learned from.)

Address/contact names (This is necessary for readers to contact your organization in order to learn more about your success story. Provide all the relevant information such as telephone and fax numbers, e-mail address, and web-page address if available.)

Please send your success stories to Ms. Federica Pietracci, DSD, 2 UN Plaza Room 2258, New York, NY, 10017; fax: 212-963-1267

CSD-6 FOLLOW UP -- REVIEW OF VOLUNTARY INITIATIVES

In response to the discussions of the Industry Segment at CSD-6, the Commission acknowledged the potential value and spreading use of voluntary initiatives by business and industry, and the need to continue improving the quality of reporting on such initiatives. During the Industry Segment, the NGOs supported by the trade union delegation, proposed that the CSD should initiate a review of effectiveness of voluntary initiatives and conduct such reviews in link with the thematic focus of the annual meetings. The relevant decision of the CSD requested a multi-stakeholder exploration, to identify the elements of a review of the effectiveness of voluntary initiatives and to report on the results of this exploration to the seventh session.

In response to this request, a small coordinating group has been created. The group consists of representatives of the ICC, WBCSD, ICFTU, the NGO Task Force on Business and Industry, UNEP Industry and Environment Office and the Division for Sustainable Development. The task of the group is to design and organize the multi-stakeholder consultations the CSD has requested. At least one broad-based consultation meeting will be organized in late 1998 or early 1999. Participants for the consultation meeting will be invited from organizations and institutions that have direct experience with voluntary initiatives. The consultations will focus on producing a set of recommendations to CSD-7 on the possible framework of a review of voluntary initiatives. The coordinating group is also planning to produce a preliminary toolkit containing practical information and advice to those interested in voluntary initiatives.

Present efforts of the coordinating group is focussing on preparing a consolidated annotated list of known initiatives and identifying the 'practitioners' who should be invited to the consultation meeting. The CSD Secretariat will develop a Web site to disseminate updated information on this effort and provide useful links to similar efforts already on-going. Major groups that have experiences relevant to this effort are welcome to provide inputs to the CSD Secretariat. For more information on the process exploring the elements of a review of voluntary initiatives contact the Major Groups Focal Point in the CSD Secretariat (contact information in Annex 2).

MAJOR GROUP INVOLVEMENT AT NATIONAL AND REGIONAL LEVELS

Although the emphasis in this Information Note is mostly on the international CSD process, more tangible actions for sustainable development take place at the national and local levels. Involvement of major groups in local, national and regional processes can not be sufficiently emphasized. The following are suggested starting points:

National Sustainable Development Coordination Mechanisms-- many countries have created national councils for sustainable development or similar coordination mechanisms. A number of these mechanisms include major group representatives in their composition. Contact information is available on our Web site or by calling the CSD Secretariat.

National Ministries-- given the topics that are on the agenda of the CSD in 1999, a number of ministries such as those on Tourism or Natural Resources (management of coastal zones) would be useful sources of information and contacts for major groups to launch new partnerships

Research and Education Institutions -- national and regional institutions of learning and research as well as private sector Research and Development units can be useful sources of

information. Contacting them for information may also help generate greater interest among these institutions for sustainable development issues.

Media-- a great deal of awareness raising effort still needs to be made to increase the Media's attention to environmental and developmental issues at the national and regional levels. Persuading television or radio stations to run sustainable development education programs or to cover local sustainable development initiatives help both the local heroes and the global process working towards a sustainable world. The CSD Secretariat would like to be informed about the media campaigns that you may have launched, or will be launching, on issues that are on the CSD7 agenda.

National offices of UN bodies-- the United Nations has national information centers in over 100 countries. In addition, specialized agencies and funds maintain national offices and/or staff in developing countries and in countries-in-transition. These offices and staff are there to assist not only the national government but also organizations like yours by providing information, enabling and catalyzing partnerships, facilitating contacts and in some cases by providing financial assistance to projects. Making and maintaining contacts with these offices is an excellent way to stay informed and to stay 'in the loop'.

Regional Economic Commissions of the United Nations -- the five regional economic commissions of the UN have been active partners in Agenda 21 implementation and monitoring process. They frequently organize regional consultation meetings, seminars or workshops on specific sustainable development themes and catalyze partnerships at the regional level. Major Group actors are encouraged to make contact with the Regional Commissions. A list of contacts is available in Annex 2.

Annex 1: Work Programme of the CSD 1998-2002

Throughout the five-year programme over-riding issues are POVERTY and CHANGING CONSUMPTION AND PRODUCTION PATTERNS

Year Themes

1998 FRESHWATER MANAGEMENT

TRANSFER OF TECHNOLOGY/ CAPACITY-BUILDING/
EDUCATION/SCIENCE

INDUSTRY

SUSTAINABLE DEVELOPMENT OF SIDS

1999 OCEANS AND SEAS

CONSUMPTION AND PRODUCTION PATTERNS

TOURISM

Comprehensive review of the Programme of Action for the

Sustainable Development of SIDS. (September 1999)

2000 LAND RESOURCES

FINANCIAL RESOURCES/ TRADE AND INVESTMENT/ ECONOMIC
GROWTH

SUSTAINABLE AGRICULTURE

Day of Indigenous People

2001 ATMOSPHERE; ENERGY

INFORMATION FOR DECISION-MAKING AND PARTICIPATION

INTERNATIONAL COOPERATION FOR AN ENABLING ENVIRONMENT

ENERGY; TRANSPORT

Comprehensive review of Agenda 21 implementation

2002 (Earth Summit +10)

Annex 2: List of Useful Contacts

CSD Secretariat

For general inquiries:

Address: Division for Sustainable Development, UNDESA

2 United Nations Plaza, 22nd Floor

New York, NY, 10017, USA

Fax numbers: 212-963-1267, -4260, -1795; General

For inquiries related to Major Groups

Ms. Zehra Aydin-Sipos, Major Groups Focal Point

Tel: 212-963-8811 Fax: 212-963-1267

For inquiries related to general organizational and process related matters of CSD6

Mr. Andrey Vasilyev, Special Assistant of the Director

Tel: 212-963-4959 Fax: 212-963-4260

For Side Event requests

Ms. Zehra Aydin-Sipos (see above) or,

Mr. Andrey Vasilyev (see above) or,

Ms. Federica Pietracci,

Tel: 212-963-8497 Fax: 212-963-1267

Inquiries related to Success Stories and the Learning Center

Ms. Federica Pietracci (see above)

For accreditation related inquiries

NGO Section, Division for ECOSOC Support and Coordination

Ms. Hanifa Mezoui, Chief, NGO Section

1 United Nations Plaza, 10th Floor

New York, NY, 10017, USA

Tel: 212-963-8652 Fax: 212-963-9248

Other NGO related information sources

UN Non-Governmental Liaison Service -- New York Office

Address: 345 E 45th Street, Room FF-346, New York, NY, 10017, USA

Tel: 212-963-3125 Fax: 212-963-8712

CSD NGO Steering Committee

NGOs from the South contact: Ms. Esmeralda Brown, Southern Co-Chair

Address: c/o Service for Peace and Justice in Latin America (SERPA)

777 UN Plaza, 11th Floor, New York, NY 10017

Tel: 212-682-3633 Fax: 212-682-5354 Email: Ebrown@gbgmmail.gbgm-umc.org

NGOs from the North contact: Mr. Felix Dodds, Northern Co-Chair

Address: c/o UNED-UK, 3 Whitehall Court, London, SW1A 2EL, U.K.

Tel: 44-171-930-2931 Fax: 44-171-930-5893 Email: UNA@MCR1.poptel.org.uk

Contacts for REGIONAL ECONOMIC COMMISSIONS OF THE UN Economic Commission for Europe (ECE)

Mr. Kaj Barlund

Palais des Nations, 1211 Geneva 10, Switzerland

Tel: 41-22-917-2893; Fax: 41-22-917-0036,

Economic and Social Commission for Asia and the Pacific (ESCAP)

Mr. R. Karim

United Nations Building, Rajdamnern Avenue, Bangkok, Thailand

Tel: 66-2-288-1234; Fax: 66-2-288-1000,

Economic Commission for Latin America and the Caribbean (ECLAC)

Mr. Gert Rosenthal

Casilla 179-D, Santiago, Chile

Tel: 56-2-210-2000; Fax: 56-2-208-0252/1946,

Economic Commission for Africa (ECA)

Mr. K. Y. Amoako

Africa Hall, PO Box 3001, Addis Ababa, Ethiopia

Tel: 251-1-51-72-00; Fax: 251-1-51-44-16,

Economic and Social Commission for Western Asia (ESCWA)

Mr. Hazem El-Beblawi

PO Box 927115, Amman, Jordan

Tel: 962-6-694-351; Fax: 962-6-694-980/1/2,

LIST OF TASK MANAGERS and CSD SECRETARIAT FOCAL POINTS,
TM= Task Manager, FP= Focal Point

Chapter 2: Trade and Environment

TM: UNCTAD FP in UNCTAD: Mr. Rene Vossenaar,

tel: 4122-917-5679, fax: 4122-734-6011,

FP in DSD: Mr. Kenneth Ruffing

tel.: 212-963-4669, fax: 212-963-4260,

Chapter 3: Combating Poverty

TM: DESA FP in DSD: Mr. Ralph Chipman

tel.: 212-963-5504, fax: 212-963-4260,

Chapter 4: Changing Consumption Patterns

TM: DESA FP in DSD: Mr. Erik Brandsma

tel.: 212-963-0013, fax: 212-963-4260,

Chapter 5: Demographic Dynamics

TM: UNFPA, FP in UNFPA: Mr. Michael Vlassoff

tel: 212-297-5254, fax: 212-297-4915,

FP in DSD: Mr. Kenneth Ruffing

tel.: 212-963-4669, fax: 212-963-4260,

Chapter 6: Health

TM: WHO FP in WHO: Dr. W. Kreisel

tel: 4122-791-3582/-3567, fax: 4122-791-4849,

FP in DSD: Mr. Frederico Neto

tel.: 212-963-4826, fax: 212-963-1795,

Chapter 7: Human Settlements

TM: UNCHS FP in Habitat: Mr. M. Hildebrand

(Habitat) tel: 254-2-623-207, fax: 254-2-624-264,

FP in DSD: Ms. Zehra Aydin-Sipos

tel: 212-963-8811, fax: 212-963-1267,

Chapter 8: Integrating Environment and Development in Decision Making

TM: DESA FP in DSD: Ms. Hiroko Morita-Lou

tel.: 212-963-8813, fax: 212-963-1267,

Chapter 9: Atmosphere

TM: UNEP & WMO FP in UNEP: Mr. Peter Usher

tel: 254-2-623-458, fax: 254-2-623-410,

FPS in WMO: Mr. Michael Coughlan

tel: 4122-730-8269, fax: 4122-734-2326,

and Mr. Robert Landis

tel: 4122-730-8221, fax: 4122-734-2326,

FP in DSD: Mr. Kyaw-Kyaw Shane

tel: 212-963-3264, fax: 212-963-1795,

Chapter 10: Integrated Land Management

TM: FAO FP in FAO: Mr. Abdoulaye Sawadogo

tel: 39-6-5705-3068, fax: 39-6-5705-6275,

FP in DSD: Ms Anne Rogers

tel: 212-963-2476, fax: 212-963-1795,

Chapter 11: Combatting Deforestation

TM: FAO FP in FAO: Mr. Hosny El Lakany

tel: 39-6-5705-5879, fax: 39-6-5705-5137,

FP in DSD: Mr. Jagmohan Maini

tel: 212-973-3160, fax: 212-963-3463,

Chapter 12: Combating Desertification

TM: UNEP FP in UNEP: Mr. Till Darnhofer

tel: 254-2-623-280, fax: 254-2-623-284,

FP in DSD: Ms Anne Rogers

tel: 212-963-2476, fax: 212-963-1795,

Chapter 13: Sustainable Mountain Development

TM: FAO FP in FAO: Mr. El-Hadji Sene

tel: 39-6-5705-5978, fax: 39-6-5705-5137,

FP in DSD: Ms Anne Rogers

tel: 212-963-2476, fax: 212-963-1795,

Chapter 14: Sustainable Agriculture

TM: FAO FP in FAO: Mr. Eric Kueneman

tel: 39-6-5705-4930, fax: 39-6-5705-5609,

FP in DSD: Ms Anne Rogers

tel: 212-963-2476, fax: 212-963-1795,

Chapter 15: Conservation of Biodiversity

TM: UNEP FP in UNEP: Mr. Hamdallah Zedan

tel: 254-2-623-260, fax: 254-2-623-926,

FP in DSD: Ms. Anne Rogers

tel: 212-963-2476, fax: 212-963-1795,

Chapter 16: Management of Biotechnology

TM: UNIDO FP in UNIDO: Mr. George T. Tzotzos

tel: 43-1-21131 ext. 4336/3718, fax: 43-1-232-156,

FP in DSD: Mr. Dirk Pilari

tel: 212-963-6757, fax: 212-963-1267,

Chapter 17: Protection of Oceans

TM: ACC Sub-Committee on Oceans and Coastal Areas

Ms. Terttu Melvasalo, Chairperson of the Sub-Committee

tel: 254-2-622-034/5, fax: 254-2-622-788/798,

Ms. N. Philippon-Tulloch, Secretary of the Sub-Committee

tel: 33-1-4568-3986, fax: 33-1-4568-5810/12,

FP in DSD: Ms. Anne Rogers

tel: 212-963-2476, fax: 212-963-1795,

Chapter 18: Protection of Freshwater

TM: ACC Sub- Committee on Water

Mr. Andras Szollosi-Nagy, Chairman

Tel: 33-1-4568-4002, fax: 33-1-4568-5811,

FP in DSD: Mr. Manuel Dengo

tel: 212-963-4208, fax: 212-963-4260,

Chapter 19: Management of Toxic Chemicals

TM: UNEP/IRPTC FP in UNEP/IRPTC: Mr. Jim Willis

(in Geneva) tel: 41-22-979-9183, fax: 41-22-797-3460,

FP in DSD: Mr. Frederico Neto

tel: 212-963-4826, fax: 212-963-1795, :

Chapter 20: Management of Hazardous Wastes

TM: UNEP/IE FP in UNEP/IE: Ms. Jacqueline Aloisi de Larderel

tel: 331-4437-1441, fax: 331-4437-1474,

FP in DSD: Mr. Frederico Neto

tel: 212-963-4826, fax: 212-963-1795, e-mail:

Chapter 21: Management of Solid Wastes

TM: UNCHS/Habitat FP in Habitat: Mr. M. Hildebrand

tel: 254-2-623-207, fax: 254-2-624-264,

FP in DSD: Mr. Frederico Neto

tel: 212-963-4826, fax: 212-963-1795,

Chapter 22: Management of Radioactive Wastes

TM: IAEA FP in IAEA: Ms. Merle Opelz

tel: 41-22-917-2971/3620, fax: 41-22-917-0123,

FP in DSD: Mr. Shem Arungu Olende

tel: 212-963-4661, fax: 212-963-1795,

Chapters 23-32: Role of Major Groups

TM: DESA FP in DSD: Ms. Zehra Aydin

tel.: 212-963-8811, fax: 212-963-1267,

Chapter 33: Finance

TM: DESA FP in DSD: Mr. Juergen Holst

tel: 212-963-4677, fax: 212-963-4260,

Chapter 34: Transfer of Environmentally Sound Technologies

TM: DESA P in DSD: Mr. Dirk Pilari

tel.: 212-963-6757, fax: 212-963-1267,

Chapter 35: Science for Sustainable Development

TM: UNESCO FP in UNESCO: Mr. Gisbert Glaser

tel: 33-1-4568-4053, fax: 33-1-4568-5830,

FP in DSD: Ms. Hiroko Morita-Lou

tel: 212-963-8813, fax: 212-963-1267,

Chapter 36: Education

TM: UNESCO FP in UNESCO: Mr. Gisbert Glaser

tel: 33-1-4568-4053, fax: 33-1-4568-5830,

FP in DSD: Ms. Hiroko Morita-Lou

tel: 212-963-8813, fax: 212-963-1267,

Chapter 37: Capacity Building

TM: UNDP FP in UNDP: Ms. Karen Jorgensen

tel: 212-906-5008, fax: 212-906-6973,

FP in DSD: Ms. Hiroko Morita-Lou

tel: 212-963-8813, fax: 212-963-1267,

Chapter 38: International Institutional Arrangements

TM: DESA FP in DSD: Ms. Hiroko Morita-Lou

tel: 212-963-8813, fax: 212-963-1267, e-mail:

Chapter 39: International Legal Instruments

TM: DESA FP in DSD: Mr. Lowell Flanders

tel: 212-963-8792, fax: 212-963-1267, e

Chapter 40: Information for decision making

TM: DESA FP in DSD: Mr. Lowell Flanders

tel: 212-963-8792, fax: 212-963-1267,

National Information National Information Analysis Unit, DSD

Ms. Mary Pat Silveira

tel: 212-963-8428, fax: 212-963-1267,

List of Task Managers for the SIDS Programme of Action

Climate Change and Sea-level Rise; Management of Waste; and Biodiversity Resources

UNEP FP in UNEP: Ms. Elizabeth Khaka

Fax: 254-2-622-788;

Land Resources

FAO FP in FAO: Mr. Hosny El-Lakany

Tel: 39-6-5705-5879; Fax: 39-6-5705-5137;

National Institutions and Administrative Capacity

UNDP FP in UNDP: Mr. Francis Blain

Fax: 212-906-6429;

Science and Technology

UNESCO (science) FP in UNESCO: Mr. Gisbert Glaser

tel: 33-1-4568-4053, fax: 33-1-4568-5830,

UNIDO (technology) FP in UNIDO: Mr. Dimitri Parchine

Tel: 43-1-21131-5374; Fax: 43-1-232-156;

Regional Institutions and Technical Cooperation

Human Resources

DESA FP in DSD: Mr. Juwang Zhu

Tel: 212-963-0380; Fax: 212-963-4260;

Freshwater Resources

DESA FP in DSD: Mr. Manuel Dengo

tel: 212-963-4208, fax: 212-963-4260,

List of Coordinating Partners for the Tourism Segment

Business

International Hotel and Restaurant Association

Ms. Carol Simon

Tel: 33-1-44-89-94-00, Fax: 33-1-40-36-73-30

World Travel and Tourism Organization

Mr. Richard Dickinson

Tel: 44-171-838-9400, Fax: 44-171-838-9050

Ms. Julie Kutner

Tel: 301-656-0414, Fax: 301-656-9128, JulieKutner@compuserve.com

Trade Unions

International Confederation of Free Trade Unions

Mr. Lucien Royer

Tel.: 33-1-4763-4263, Fax: 33-1-4754-9828, LRoyer@compuserve.com

Local Authorities

International Council on Local Environmental Initiatives

Mr. Jeb Brugman

Tel: 416-392-1462, Fax: 416-392-1478, jbrugman@iclei.org

Non-governmental Organizations

NGO Steering Committee

Ms. Esmeralda Brown, Southern Co-Chair

Tel: 212-682-3633, Fax: 212-682-5354, EBrown@gbgmmail.gbgm-umc.org

Mr. Felix Dodds, Northern Co-Chair

Tel.: 44-171-930-2931, Fax: 44-171-930-5893 UNA@MCR1.poptel.org.uk

Division for Sustainable Development

Ms. Zehra Aydin-Sipos, Major Groups Focal Point

Tel: 212-963-8811, Fax: 212-963-1267