

## **Principles for the Participation of Non-governmental Stakeholders in the Work of the ICCP Committee and its Working Parties**

### **1. Self-organisation by non-governmental stakeholders**

Non-governmental stakeholder communities participating in the work of the ICCP Committee<sup>1</sup> should create or designate a co-ordination group through which to channel that participation. These co-ordination groups should:

- Represent a broad spectrum of views from the stakeholder community, reflecting expertise in the subject matters covered by the ICCP Committee
- Aim to develop consensus views from its members, with a view to facilitating the policy-development process in the ICCP Committee
- Exchange information and views with the ICCP Committee, including, upon invitation, through participation in Committee meetings and submission of comments on work in progress
- Establish a single contact point or liaison to streamline communications with the Secretariat and delegates and assist in distributing information within the co-ordination group.

### **2. Access to Documents**

Official documents considered by the ICCP Committee and classified as “For Official Use” will be made available to non-governmental stakeholders participating in its work through OLIS (where possible) or directly from the Secretariat for the purpose of expert consultation and comments. Circulation and use of “For Official Use” documents should be limited to this purpose and such documents should not be cited or posted on a publicly-accessible website. Non-governmental stakeholders will be accountable for respecting these rules.

Final review and decision on the declassification of official documents is reserved for member countries.

### **3. Participation in official ICCP Committee meetings**

In accordance with Rule 10.b of the Rules of Procedure of the OECD, a non-governmental stakeholder can be invited as expert to a meeting. Procedurally, the invitation is extended by the Secretariat, having consulted with the Chair. In general, after consultation with the Chair, the Secretariat will notify the four stakeholder communities, through their contact point, of the date and venue of the meetings of the Committee with an indication of the main issues for which their expertise is sought.

The co-ordination groups should in return indicate to the Secretariat who will be participating in any given meeting so that they may be registered in the OECD events management system. The number of participants may be restricted for space or other reasons.

The Committee, however, may restrict participation in a particular meeting to member countries (with or without observers), depending on the subject matter. It may also do so for a particular item on its agenda.

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<sup>1</sup> The term “ICCP Committee” includes the Working Parties of the Committee.

These restrictions should be communicated in advance, where possible. It is expected that non-governmental stakeholders will be invited to participate in ICCP Committee meetings on a regular basis

During a meeting, the ICCP Chair may invite interventions from non-governmental stakeholders on any non-restricted agenda item. Committee decisions are reserved for member countries. Interventions are generally expected to reflect the agreed views of the stakeholder community in question, and not simply the views of the individual making the intervention.

#### **4. Participation in inter-sessional work of the ICCP Committee and ad-hoc events**

In general, when Committee delegates consult on work items in between meetings, non-governmental stakeholders views should be invited as well, with access to relevant documents provided by the Secretariat.

The Committee should also maximise the opportunities to consult and engage with non-governmental stakeholders through conferences, workshops and related events.

#### **5. Transparency**

On agreement of the ICCP Committee, these principles should be made publicly available on the OECD Web site.

Likewise each stakeholder community should maintain a public Web presence that provides a list of its members and other general information about its participation at the work of the ICCP Committee, while respecting the confidentiality of the Committee's deliberation process and the OECD rules on access to official documents.