

**Second Meeting of the Ad hoc Working Group on Stakeholder Engagement Policy**  
**UN Complex, Gigiri, Conference Room,**  
**Wednesday 15 June 2022, 10.00am – 1.00pm**

**Proposed structure for UN-Habitat Stakeholder Engagement Policy**

Objective: present and get a general approval for a structure of stakeholder engagement policy (principles/modalities, but no accreditation issues, which will be dealt with in a later phase):

Draft structure (derived from comparison with other Stakeholder Engagement Policies in the UN-system)

1. Introduction – stakeholder engagement and participation before, during and after (inter-session) of UN-Habitat Governing Bodies.
2. Purpose of the Policy
3. Guiding Principles
  - Decision-making with Member States
  - Participation of Stakeholders in decision-making process (decision shaping) and in agenda-setting
  - Access to information
  - Transparency and Accountability for mutual benefit
  - Respect for diversity of views and self-organisation
  - Local and national Ownership
  - Result oriented
  - Equality and non-discrimination leaving no one behind.
4. Definition of Stakeholders
5. Benefits or Privileges/Engagement of accredited stakeholders
  - Participation in public events of the UN-Habitat Assembly and its subsidiary organs both virtually and in-person by submitting oral and/or written statements
  - Access to public documents of the UN-Habitat Assembly and its subsidiary bodies
  - Contribution to agenda setting
  - Regular interface with President of Assembly and Chair of Bureau of Executive Board
  - Contribution to shaping of policies, decisions, programmes, budget, monitoring and evaluation agendas.
6. Engagement of UN-Habitat
  - Regular consultations with stakeholders – information sharing, development of policies, strategic plans, annual work programmes and reports.
  - Promotion and facilitation of stakeholder participation – through accreditation, Expert Group Meetings, surveys, advocacy platforms – WUF, WHD, WCD, World Urban Campaigns
  - Organisation of a Global Stakeholder Forum in conjunction with UN-Habitat Assembly

- Organisation of annual stakeholder consultations – around the work of the Executive Board
  - Mobilisation of stakeholders to engage with UN-Habitat
  - Monitoring, accountability and reporting on stakeholder engagement and participation
  - Dedicated Unit/Section/Secretariat as focal point
7. Responsibilities and obligations of accredited stakeholders
- Respect to Rules of Procedure
  - Communication with UN-Habitat (proof of existence in certain periodicity)
  - Stakeholder coordination mechanisms, and its operationalization designation of representation: self-organisation while adhering to Guiding Principles.
  - Commitment to cooperation, collaboration, and coordination while respecting the need for individualism and collectivism.
  - Provision of feedback through stakeholder satisfaction surveys
8. Funding
- Funding for stakeholder participation in intergovernmental processes, [programme of work and budget]
  - Secretariat to mobilise funding