



## **2015 Human Dimension Seminar**

# **THE ROLE OF NATIONAL HUMAN RIGHTS INSTITUTIONS (NHRI) IN PROMOTING AND PROTECTING HUMAN RIGHTS IN THE OSCE AREA**

# **MEETING MANUAL**

**Warsaw, 1 June - 3 June 2015**



**Legend**

- Bus Stop
- Bus Line
- Tram Stop
- Tram Line
- M metro Metro Station
- ODIHR Premises
- SOFITEL Victoria
- NOVOTEL
- BRISTOL



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# I. SHORT AGENDA OF THE SEMINAR

## Day 1 Monday, 1 June 2015

- 10:00-13:00**                      **Opening plenary session**  
*Opening Remarks*  
*Keynote addresses*
- 15:00-18:00**                      **Working group I: Establishing NHRIs and strengthening their independence and effectiveness**
- 19:00**                                *Reception hosted by the Ministry of Foreign Affairs of the Republic of Poland*

## Day 2 Tuesday, 2 May 2015

- 10:00-13:00**                      **Working group II: Good practices in the work of NHRIs in promotion and protection of human rights**
- 15:00-18:00**                      **Working group III: Co-operation between NHRIs and other actors**
- 20:00**    (tbc)                      *Reception hosted by the Serbian Chairmanship of the OSCE*

## Day 3 Wednesday 3 June 2015

- 10:00-13:00**                      **Working group IV: Improving the work of NHRIs and ways to overcome challenges**
- 15:00-18:00**                      **Closing plenary session**  
*Rapporteurs' summaries from the Working Group Sessions*  
*Review of the results and recommendations;*  
*Comments from the floor*  
*Closing Remarks*

## **II. ANNOTATED AGENDA**

### **I. Introduction & Aims of the Seminar**

Human Dimension Seminars are organized by the OSCE/ODIHR in accordance with the decisions of the Conference on Security and Co-operation in Europe (CSCE) Summits in Helsinki (1992) and Budapest (1994). The 2015 Human Dimension Seminar is devoted to “*The role of national human rights institutions (NHRI) in promoting and protecting human rights in the OSCE area*”; in accordance with PC Decision No.1164.

National human rights institutions (NHRIs) are fundamental building blocks of the human rights architecture. Their importance has been recognized in OSCE commitments. In Copenhagen in 1990 participating States pledged to “... facilitate the establishment and strengthening of independent national institutions in the area of human rights and the rule of law...”. NHRIs protect and promote human rights by handling individual complaints of human rights violations, identifying protection gaps in national human rights systems and providing recommendations on how to address them, conducting human rights education, and engaging with international human rights mechanisms. Active support for the establishment of strong and independent NHRIs, as well as building capacity of existing institutions, is instrumental for the implementation of the OSCE human dimension commitments. To promote these efforts and to highlight the importance of NHRIs in the OSCE region, the 2015 Human Dimension Seminar will discuss the challenges and priorities NHRIs face in the protection and promotion of human rights.

### **II. Participation**

Representatives of OSCE participating States and structures, relevant regional and international organizations, as well as representatives of civil society and development agencies are invited to participate in the Seminar.

The OSCE’s Partners for Co-operation are invited to attend and share their views and ideas on the effectiveness of co-operation between the OSCE and other regional and international organizations.

OSCE participating States are requested to publicize the Seminar widely within their networks of co-operation, with a particular focus on including experts and delegation representatives working with regional and international counterparts in the human dimension.

Participants are also encouraged to make brief oral interventions during the Seminar. While prepared interventions are welcomed during the plenary sessions, free-flowing discussion and exchanges are encouraged during the Working Group Sessions. All participants are encouraged to submit in advance written interventions outlining proposals regarding the topic of the Seminar, which will be distributed to the delegates.



### III. Organization

The Seminar venue is Sofitel Victoria Hotel, Ul. Królewska 11, Warsaw.

The Seminar will open on Monday, 1 June 2015, at 10 a.m. It will close on Wednesday, 3 June 2015, at 6 p.m.

All plenary sessions and working group sessions will be open to all participants. The delegations of the participating States will be able to exercise their right of reply throughout the Seminar. All participants will have equal access to the list of speakers during the working group sessions of the Seminar. The plenary and working group sessions will take place according to the work programme below.

Four working group sessions will be held consecutively. They will focus on the following topics:

Working group I: **Establishing NHRIs and strengthening their independence and effectiveness**

Working group II: **Good practices in the work of NHRIs in promotion and protection of human rights**

Working group III: **Cooperation between NHRIs and other actors**

Working group IV: **Improving the work of NHRIs and ways to overcome challenges**

The closing plenary session, scheduled for the afternoon of 3 June 2015, will focus on practical suggestions and recommendations for addressing the issues discussed during the working group sessions.

A representative of ODIHR will chair the plenary and the closing sessions.

The Rules of Procedure of the OSCE and the modalities for OSCE meetings on human dimension issues (Permanent Council Decision No. 476) will be followed, *mutatis mutandis*, at the Seminar. Also, the guidelines for organizing OSCE meetings (Permanent Council Decision No. 762) will be taken into account.

Discussions during the plenary and working group sessions will be interpreted from and into the six working languages of the OSCE.

Registration will be possible during the Seminar days from 8:00 until 18:00.

Facilities are made available for participants to hold side events at the Seminar venue.

A table for display/distribution of publications by participating organizations and institutions will also be available outside the plenary hall.

#### **IV. Work programme**

	<b>Monday 1 June 2015</b>	<b>Tuesday 2 June 2015</b>	<b>Wednesday 3 June 2015</b>
<b>Morning 10:00-13:00</b>	<b>Opening plenary session</b>	<b>Working group II</b>	<b>Working group IV</b>
<b>Afternoon 15:00-18:00</b>	<b>Working group I</b>	<b>Working group III</b>	<b>Closing plenary session</b>

### **Day 1**

#### **Monday 1 June 2015**

##### *Morning*

#### **10:00 -13:00 Opening plenary session**

##### *Afternoon*

#### **15:00-18:00 Working group I: Establishing NHRIs and strengthening their independence and effectiveness**

While established and funded by the state, NHRIs should enjoy formal and functional independence from the government. They play a crucial role in bringing national legislation and practice in line with international human rights standards. The principles relating to the Status of National Institutions (Paris Principles adopted by UN General Assembly Resolution 48/134 of 20 December 1993) set the standards. The Paris Principles also laid the ground for ensuring the independence of NHRIs as envisaged by the 1990 Copenhagen Document. Some OSCE participating States comply with the Paris Principles whereas others are encouraged to do the same. The Paris Principles require NHRIs to have a broad mandate based on universal human rights law, be independent from government (guaranteed through national legislation or the constitution), espouse pluralism through their work with civil society actors, and have sufficient resources and capacity to guarantee their proper functioning. The working group session will consider formal and functional requirements of independence, and practical challenges that these translate into. Participants will be able to discuss the establishing of new NHRIs as well as mandates and institutional frameworks

affecting the functioning of existing NHRIs. Moreover, participants will share the experiences of NHRIs having multiple mandates, including NHRIs designated as National Preventive Mechanisms (NPMs) under the Optional Protocol to the UN Convention against Torture (OPCAT).

Questions to consider:

- How can independent NHRIs be established and strengthened in accordance with relevant OSCE commitments and the Paris Principles?
- What have been some key challenges in establishing an NHRI?
- What is the scope of mandates and powers that NHRIs have?
- How can challenges posed by multiple mandates of NHRIs be overcome?
- What are the institutional frameworks conducive to effective work of NHRIs?
- What are the differences and similarities between NHRIs and other national bodies mandated to work in the area of human rights?

## **Day 2**

**Tuesday 2 June 2015**

*Morning*

### **10:00-13:00 Working group II: Good practices in the work of NHRIs in promotion and protection of human rights**

NHRIs contribute to the protection and promotion of human rights of women, men and children through a broad range of activities, in line with their respective mandates. They can monitor the overall human rights situation and provide recommendations to governments. NHRIs can investigate violations and address individual complaints. They can provide assistance to governments, through awareness raising and capacity building. The Paris Principles specify that NHRIs have the responsibility to advise national governments, the parliament and other legislative authorities by providing opinions, recommendations, reports and proposals. This working group session will allow participants to discuss good practices in the work of NHRIs. References will be made to concrete examples of NHRIs' successes in promoting and protecting human rights. Attention will also be paid to the important role national human rights institutions play in protecting and promoting economic, social and cultural rights.

Questions to consider:

- What are some of the achievements of NHRIs in the promotion and protection of human rights?
- How responsive have governments been to recommendations by NHRIs?
- What can be done to ensure that recommendations are implemented in practice?
- What are successful examples of gender mainstreaming in the activities of NHRIs?
- How do NHRIs share good practices across OSCE participating States?

*Afternoon*

### **Working group III: Cooperation between NHRIs and other actors**

Cooperation and coordination with different stakeholders contribute to the effectiveness of the work of NHRIs. This cooperation should extend to national bodies, civil society and international organizations. Cooperation between NHRIs and civil society guarantees pluralism in the mandates of these institutions. One particular example of such cooperation is of National Preventive Mechanisms (NPMs), which in many OSCE participating states function under the auspices of NHRIs, but also includes relevant NGOs. NHRIs can also play an important role in the protection of human rights defenders, including women defenders who may face gender specific risks.

In the same manner, cooperation with other national bodies (in particular legislative authorities) helps to ensure that the national legislation and practice fall in line with international human rights standards. NHRIs are active participants in international human rights mechanisms and should work closely with international organizations, to promote their recommendations at the national level. The working group session will look at cooperation between NHRIs and other stakeholders and how NHRIs can engage meaningfully with NGOs, government bodies, peer institutions, religious communities and international organizations.

Questions to consider:

- How can civil society and NHRIs increase their effectiveness in jointly promoting and defending human rights?
- What can NHRIs do to empower human rights defenders and increase their protection?
- What are examples of good cooperation between NHRIs and state institutions and bodies?
- How do NHRIs engage with regional and international human rights mechanisms?
- How do NHRIs cooperate with other national bodies with mandates to work on human rights?
- How do NHRIs cooperate with other NHRIs, through regional and global networks and bilaterally?

## **Day 3**

**3 June 2015**

### *Morning*

#### **10:00-13:00 Working group IV: Improving the work of NHRIs and ways to overcome challenges**

Given the complex and rapid evolution of NHRIs, support to these institutions to ensure the promotion and protection of human rights is increasingly important. Issues such as lack of resources, technical assistance to NHRIs and their capacity building need to be addressed. Relevant areas for technical assistance and capacity building may include knowledge of international law and specific skills related to monitoring, reporting, advocacy, policy making and legislation drafting. In the provision of support and assistance to NHRIs there is a need to enhance cooperation among various actors involved. This working group session will consider the needs of NHRIs, as well as specific challenges and priority areas of support to these bodies. The role of OSCE and ODIHR in this process will be addressed. The discussion will also touch on the strengthening of NHRIs when designated as National Preventive Mechanisms (NPMs) under the Optional Protocol to the UN Convention against Torture (OPCAT), in the line with the capacity-building needs highlighted during the SHDM on the prevention of torture in April 2014.

Questions to consider:

- What are the principal challenges NHRIs face in their work and what support is most needed?
- What are NHRI priorities in the OSCE region, and how can they be achieved?
- How can the OSCE, its institutions, and field operations, in line with their respective mandates, assist participating States in ensuring support to NHRIs, including NHRIs designated as National Preventive Mechanisms (NPMs) under the Optional Protocol to the UN Convention against Torture (OPCAT)?
- How can international and national actors effectively coordinate in the provision of assistance and support to NHRIs?

### *Afternoon*

#### **15:00-18:00 Closing plenary session**

### III. GENERAL INFORMATION

#### VENUE

The Seminar will take place at the “Sofitel Victoria” hotel, ul. Królewska 11, 00-065 Warsaw. Telephones (available during the Seminar):

Seminar’s Secretariat	+48-22-52 00 627
Registration& Information Desk	+48-22-65 78 175
Incoming fax:	+48-22-65 78 174

During the Seminar, telecommunication services will be arranged at the reception desk of the “Sofitel Victoria” hotel. Please note that telecommunication services must be paid on-the-spot.

#### ORGANIZATIONAL MODALITIES

The agenda, timetable and other organizational modalities were agreed by the participating States in the Decision 1170 from 7 May 2015. The Rules of Procedure of the OSCE and the modalities for OSCE meetings on human dimension issues (Permanent Council Decision No. 476) will be followed, *mutatis mutandis*, at the Seminar. Furthermore, the guidelines for organizing OSCE meetings (Permanent Council Decision No. 762) will also be taken into account.

All plenary sessions and working group sessions are open to all participants.

Participants wishing to speak during the working group sessions of the Seminar should preferably sign up for the list of speakers available in front of or in the Plenary Hall (please see also List of Speakers section). Only the delegations of the participating States will have a right to speak during the opening and closing session. They also will be able to exercise their right of reply throughout the Seminar.

The discussions during the plenary and working group sessions will be interpreted from and into the six working languages of the OSCE: English, French, German, Italian, Russian and Spanish.

The closing plenary session, scheduled for the afternoon of 3 June 2015, will focus on practical suggestions and recommendations for addressing the issues discussed during the working group sessions.

A representative of ODIHR will chair the plenary sessions.

By prior arrangement with the OSCE/ODIHR, facilities may be available for participants to hold side events at the Seminar venue. A table for display/distribution of publications by participating organizations/institutions will also be available.

## **LIST OF PARTICIPANTS**

A provisional list of participants will be available on Monday, 1 June 2015. The list will be updated throughout the Seminar. Participants are kindly requested to check whether the information on the list is correct and complete and to inform the ODIHR Secretariat (or Ms. Anna Sierant at: [Anna.Sierant@odihhr.pl](mailto:Anna.Sierant@odihhr.pl)) about any necessary changes or additions.

The final list of participants will be available on Wednesday, 3 June 2015.

## **LIST OF SPEAKERS**

All participants have equal access to the list of speakers in order to provide their contribution to each working session. The list will be opened in or just outside the Plenary Hall, one hour prior to the start of each session. Earlier entries will not be accepted. To ensure enough speaking time in case of too many participants wishing to speak, for the 2015 Seminar the list will be limited to 50 speakers.

Interventions during working sessions should not exceed the time defined by the moderator. Please note that should there be too many speakers on the speakers' list, the time of intervention might be shortened to few minutes only.

Participants are strongly encouraged to speak within time limits. Longer interventions can always be submitted to the Documentation Desk for distribution to all participants (if possible ahead of the relevant working session in order to stimulate a more lively debate and for facilitating interpretation).

If the speaker is not in the plenary room when called upon by the moderator, this speaker automatically slides down to the bottom of the speakers' list and will be called to speak only if time allows.

## **PRESS**

The media are invited to attend the Seminar. While media representatives are not required to register in advance, they are asked to bring their press passes for registration at the Seminar venue.

For more information or to request an interview with OSCE officials or delegations, please contact Mr. Thomas Rymer, ODIHR Spokesperson (tel: +48 609 52 22 66).

## **SECURITY & EMERGENCY**

There will be a security checkpoint at the entrance to the main plenary area on the ground floor and at the entry point to the ODIHR conference facilities located on the 1<sup>st</sup> floor of the hotel.

Only persons with authorized Seminar identity badges will be permitted to enter these locations.

The issued Seminar identity badge must be worn in full view, and at all times, while on the premises.

The following items are forbidden from entering the Seminar areas:

- Incapacitating weapon
- Knives, penknives
- Intoxicants
- Inflammable materials

Security staff has instructions to confiscate such items for the duration of the Seminar.

Please familiarize yourself immediately with the security procedures, including emergency exits. In case of fire, follow instruction posted in the premises.

In case of any security-related or emergency issues, please contact Mr. Robert Podgorelec, Logistics and Security Officer of the OSCE/ODIHR, at +48 607 146 705.



## **IV. SEMINAR FACILITIES**

### **PREMISES**

The Seminar will take place in the Plenary Hall. Participants may also arrange informal meetings in the meeting rooms available in the venue. Please contact Ireneusz Stępiński from ODIHR (contact details at the end of the Manual) for availability and bookings.

The offices of the ODIHR Director, the ODIHR Secretariat, and Language Services, the Delegates room and NGOs/IOs room will be situated in accordance with the enclosed maps.

### **REGISTRATION AND INFORMATION DESK & BADGES**

Access to the Seminar area will be permitted only after registration, which should be completed through on-line registration prior to the start of the Seminar. On an exceptional basis, participants may also register during the Seminar. The registration desk is located at the entrance of the venue and will work daily during the Seminar from 08:00 until 18:00.

In addition, the registration/information desk will offer information on the Seminar. Information about cultural and social events will also be available. Assistance in obtaining tickets for those events will be available upon request.

While on the Seminar premises, each Seminar participant is obliged to display a specially coloured and marked badge. These badges have the following colours and markings:

- |   |                       |
|---|-----------------------|
| • Participating States/members of delegations | yellow “D”            |
| • States/Partners for Co-operation            | yellow “Pfc”          |
| • International organizations                 | yellow “IO”           |
| • Non-governmental organizations              | orange “NGO”          |
| • Visitor                                     | transparent “VISITOR” |
| • Press                                       | green “P”             |
| • Technical services                          | blue “TS”             |
| • Security                                    | yellow “SECURITY”     |
| • OSCE structures                             | red “S”               |
| • ODIHR                                       | red “ODIHR”           |

## **DOCUMENTATION DESK**

The Documentation Desk will be located on the ground floor of the venue next to the Plenary Hall.

## **DISTRIBUTION OF DOCUMENTS**

Any participant wishing to distribute documents may do so at the Documentation Desk located on the ground floor next to the Plenary Hall (see the map).

An electronic version or a hard copy of the text for circulation must be submitted together with the official “Document Registration Form” (available at the Documentation Desk). Participants are asked to submit a clean and readable copy of their document and include the title, author and date. On the distribution form, participants are requested to specify the exact title of their document so staff can accurately enter it into the database. It will then be scanned (if necessary), uploaded to the Documents Distribution System (DDS) and available electronically at the venue through a number of computer terminals. Documents for distribution may be also submitted in electronic form to the following address: [hds@odihr.pl](mailto:hds@odihr.pl)

Using the DDS, participants can send documents by e-mail or request printed copies. Additionally, documents distributed through the DDS will be sent to the OSCE Website and become public.

Limited reproduction facilities will be available at the site of the Seminar. However, due to budgetary constraints, papers to be reproduced there will be restricted to those generated in the working and plenary sessions and requested via the DDS. Participants are kindly invited to limit the length of documents (5 pages max.) and to provide ample copying time.

## **DISPLAY OF DOCUMENTS**

Display tables will be provided to present materials to be collected by participants. They are located outside the Plenary Hall. Participants should bring sufficient copies of such materials for distribution as Seminar reproduction facilities are not available for this purpose. Participants are kindly requested not to distribute any materials at the Plenary Hall, neither to the pigeon holes of the delegations of the participating States. Should you wish to

distribute any documents, please address the Documentation Desk.

## **INTERPRETATION & SUBMISSION OF STATEMENTS**

Plenary and working group sessions will be serviced by simultaneous interpretation into the six OSCE languages (English, French, German, Italian, Russian and Spanish). Should participants plan to draw upon prepared texts, it would be most helpful for such texts to be provided to the Documentation Desk for the interpreters at least 30 minutes before the relevant session, in 7 copies. This will facilitate greater accuracy of interpretation.

Facilities will not be available for the translation of documents. The ODIHR recommends that participants interested in distributing texts have them translated prior to the Meeting.

## **DELEGATIONS' PIGEONHOLES**

Delegations' pigeonholes will be located on the ground floor near the Documentation Desk. NGO representatives themselves cannot place documents in delegation pigeonholes – should they wish to distribute any documents, they should address the Documentation Desk.

## **TELECOMMUNICATIONS**

During the Meeting, telecommunication services could be arranged at the Reception of the “Sofitel Victoria”. Please note that telecommunication services are at your expense and must be paid on-the-spot.

There will also be a free fax and local phone services available to participants at the HDS Registration Desk.

Please also note that free WiFi is available in all HDS premises and is provided by the “Sofitel Victoria” Hotel.

## **DELEGATES ROOM**

Delegations of OSCE participating States will have at their disposal a number of computers with access to Internet, and other office equipment in the Delegates Rooms, located on the first floor of the “Sofitel Victoria” hotel.

## **CIVIL SOCIETY ROOM**

Civil society representatives will have at their disposal a number of computers with access to Internet, and other office equipment in the NGO/IO Room, located on the first floor of the

“Sofitel Victoria” hotel.

For assistance in facilitating NGO involvement in the Seminar, as well as for contacts between representatives of participating States and NGOs, please contact Ms. Kamila Czerwinska (tel: +48 665 102 829) or Mr. Ireneusz Stepinski (tel: +48 603 068 162) from the Human Dimension Meetings Unit of the OSCE/ODIHR.

## **OTHER PARTICIPANTS**

Participants from the international organisations and any other participants will have at their disposal a number of computers with access to Internet, and other office equipment in the NGO/IO Room, located on the first floor of the “Sofitel Victoria” hotel.

## **CAFE & RESTAURANT SERVICE**

The café & restaurant (le Bar and restaurant Brasserie Moderne) are located on the ground floor of the hotel. HDS participants can enjoy a 20 % discount for the entire menu. There is also a special price for business lunch for 35 PLN (starter, main course, dessert, water). Before the order participants should show the Seminar’s badge, mention the OSCE seminar and request the discount.

## **PRAYER ROOM**

Participants will have at their disposal a prayer room available (Boardroom 625) located on the sixth floor of the “Sofitel Victoria” hotel.

## **V. PROGRAMME OF SOCIAL EVENTS**

A reception will be hosted by the Polish Ministry of Foreign Affairs (MFA Palace; 6, Foksal Str.) on Monday, 1 June, at 19.00. Participants are requested to bring their Seminar badges as well as ID to the reception.

A reception will be hosted by the Serbian Chairmanship of the OSCE (Opera Club; 1, Plac Teatralny) on Tuesday, 2 June, at 20.00 (time tbc). Participants are requested to bring their Seminar badges to the reception.

## VI. CONTACT INFORMATION

**Organizational matters:** Ms. Kamila Czerwinska at [Kamila.Czerwinska@odihhr.pl](mailto:Kamila.Czerwinska@odihhr.pl)  
or +48 665 102 829 & Mr. Ireneusz Stepinski at [Ireneusz.Stepinski@odihhr.pl](mailto:Ireneusz.Stepinski@odihhr.pl)  
or +48 603 068 162

**Substantive content matters:** Mr. Omer Fisher at [Omer.Fischer@odihhr.pl](mailto:Omer.Fischer@odihhr.pl)  
or +48 663 910 028 and Mr. Mark David at [Mark.David@odihhr.pl](mailto:Mark.David@odihhr.pl)  
or +48 663 910 028

**Registration of participants:** Ms. Anna Sierant at [Anna.Sierant@odihhr.pl](mailto:Anna.Sierant@odihhr.pl)  
or +48 693 930 950

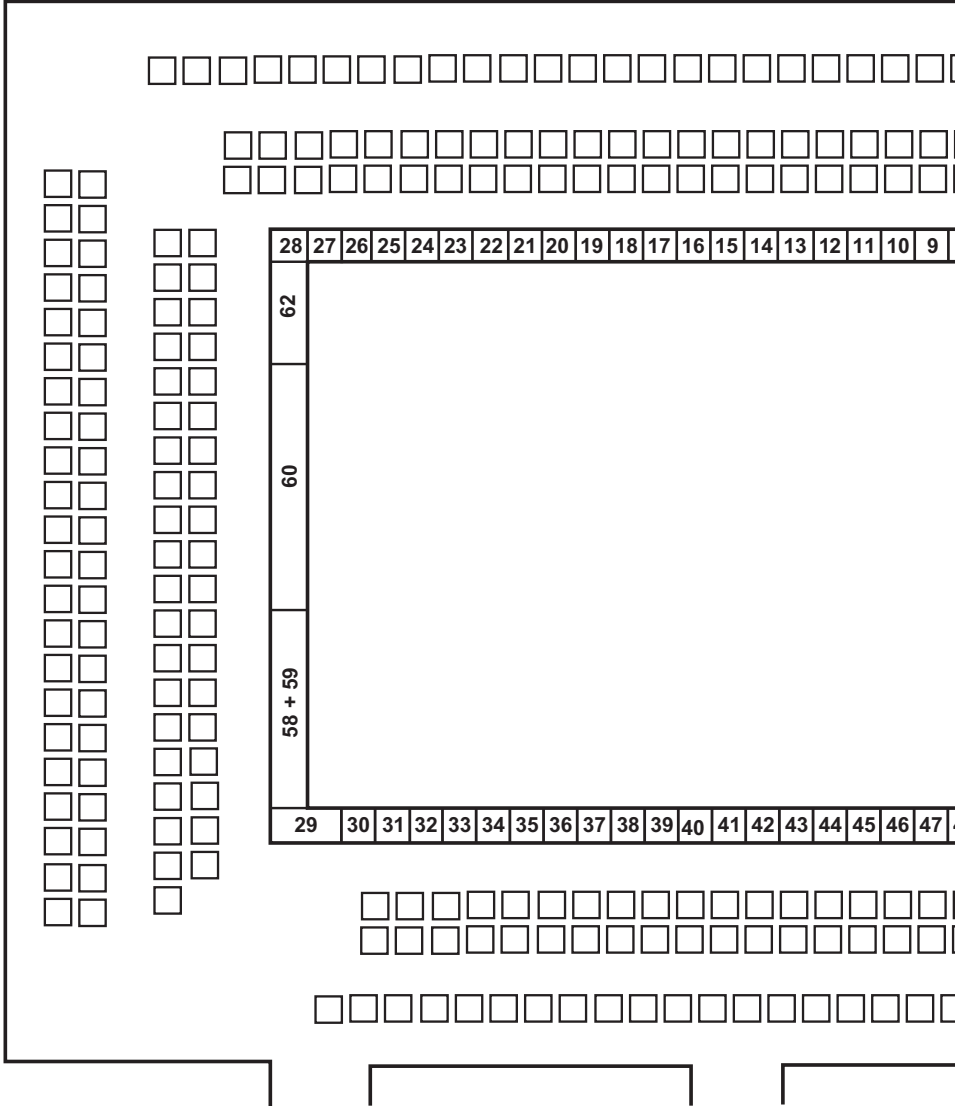
**Seminar's Secretariat** +48-22-52 00 627

**Registration& Information Desk** +48-22-65 78 175

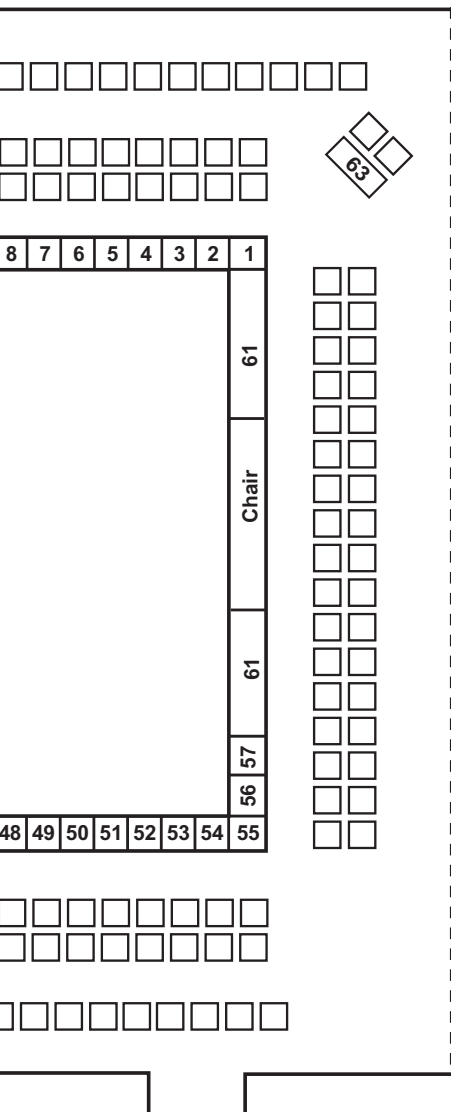
**Incoming fax:** +48-22-65 78 174

# PLENARY HALL

INTERPRETERS BOOTHS

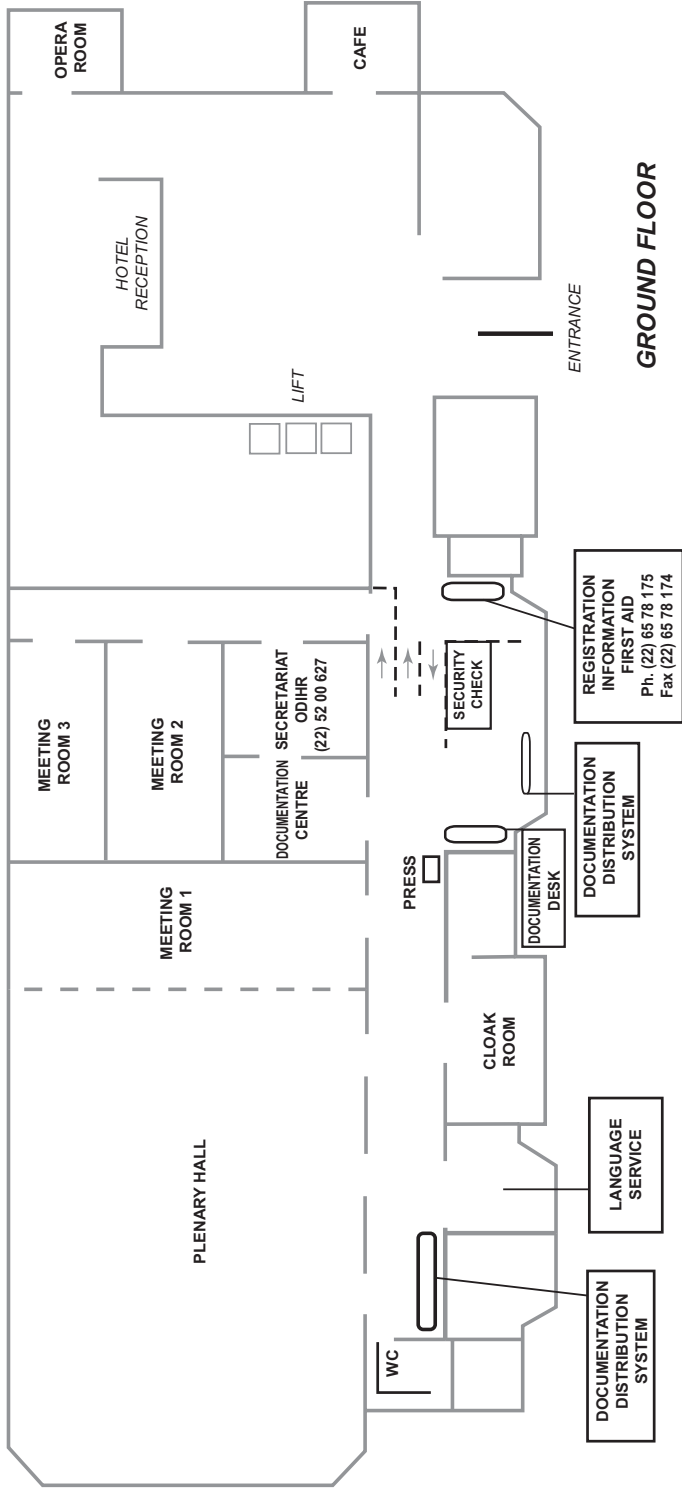


# ALL



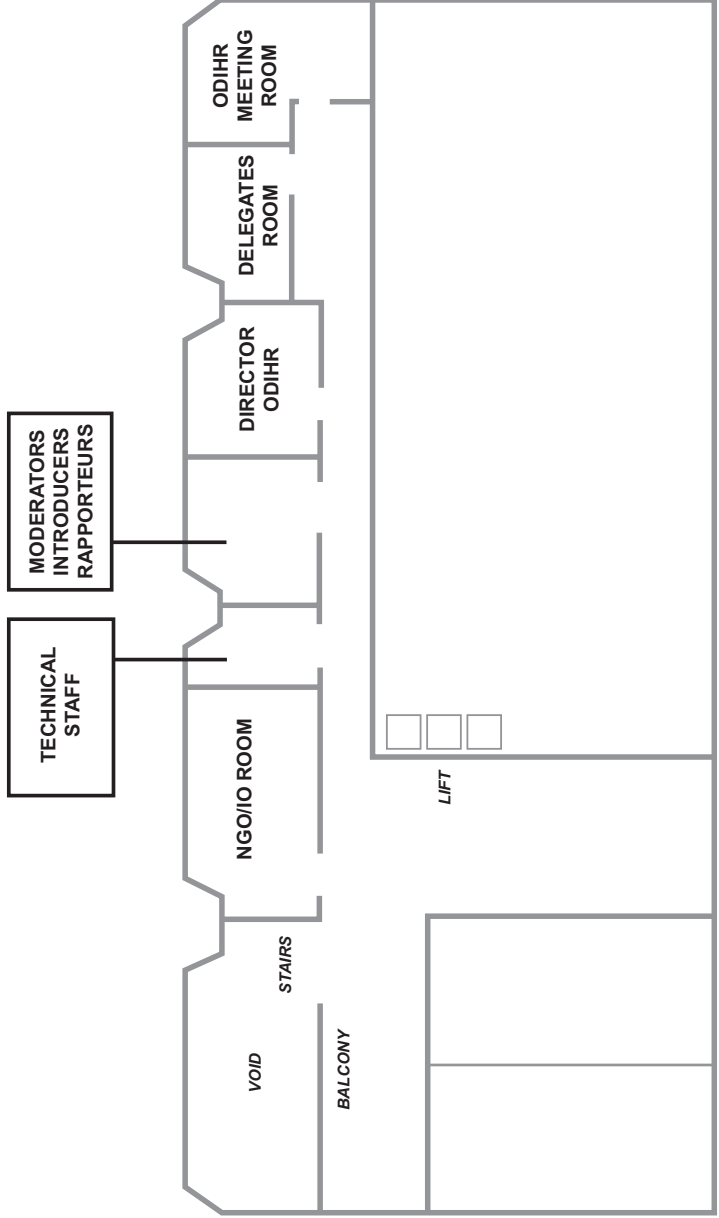
## PARTICIPATING STATES

1. Albania
2. Germany
3. United States of America
4. Andorra
5. Armenia
6. Austria
7. Azerbaijan
8. Belarus
9. Belgium
10. Bosnia and Herzegovina
11. Bulgaria
12. Canada
13. Cyprus
14. Croatia
15. Denmark
16. Spain
17. Estonia
18. Finland
19. France
20. Georgia
21. United Kingdom
22. Greece
23. Hungary
24. Ireland
25. Iceland
26. Italy
27. Kazakhstan
28. Kyrgyzstan
29. Latvia (European Union)
30. The Former Yugoslav Republic of Macedonia
31. Liechtenstein
32. Lithuania
33. Luxembourg
34. Malta
35. Moldova
36. Monaco
37. Mongolia
38. Montenegro
39. Norway
40. Uzbekistan
41. Netherlands
42. Poland
43. Portugal
44. Romania
45. Russian Federation
46. San Marino
47. Holy See
48. Serbia
49. Slovak Republic
50. Slovenia
51. Sweden
52. Switzerland
53. Tajikistan
54. Czech Republic
55. Turkmenistan
56. Turkey
57. Ukraine
  
58. Partners for co-operation
59. Mediterranean partners for co-operation
60. NGO
61. OSCE Institutions
62. International Organisations
63. Rapporteur and Notetaker



**GROUND FLOOR**





## NOTES

# NOTES



**Warsaw  
2015**