

Bringing Human Rights Home



Webinar 5 Preparing UPR Stakeholder
Reports

3 C's Collect, Compile, Clamor

- **Collect:** *Documentation on local human rights conditions and examples of progress*
 - [Community Forum Worksheet](#)
- **Compile Reports:** *one for national Cities report to UN; the other for local work*
 - *Recommendations for UN/UPR should focus on national government. Local reports can target local/state and civil society.*
- **"Clamor":** *This is human rights movement-building: Building political will, skills, and collective momentum to carry out recommendations and change policy script to center human rights*
 - [Toolkit for UPR Follow-up: Mobilizing civil society and public officials](#)
(Civicus)

UPR Stakeholder Reports

- The [UPR Cities Initiative](#) will prepare a joint/national “**Cities Stakeholder Report**” based on input from cities and communities. Your city will be listed as a contributor to our report.
 - Date for inclusion in the **Cities Stakeholder Report: September 15.**
 - Provide (in 3 pages or less) summary of your group/constituencies, **priority human rights issues** in your community & any **recommendations** you’d like us to consider for the national report.
 - This document will be circulated for local discussion and use over coming months.

Speakers

Arturo J. Carrillo

Professor Carrillo is Professor of Clinical Law, Director of the International Human Rights Clinic, and Co-Director of the Global Internet Freedom & Human Rights Project at The George Washington University Law School. Prior to entering the academy in 2000, he worked as a legal advisor in the Human Rights Division of the United Nations Observer Mission to El Salvador (ONUSAL), as well as for non-governmental organizations in his native Colombia, where he also taught international law and human rights.

Joshua Cooper

Joshua Cooper is the Director of Hawai'i Institute for Human Rights, Co-chair of the US Human Rights Network's (USHRN) UPR Task Force, and member of the USHRN International Mechanisms Coordinating Committee. He will provide additional updates on the UPR and the US Human Rights Council 42nd Session. Josh is also a member of the US Human Rights Cities Alliance Steering Committee

UPR Stakeholder Reports

- Cities/communities can submit their own UPR reports directly to the UN at:
<https://www.ohchr.org/EN/HRBodies/UPR/Pages/NgosNhris.aspx>
- All submissions to the UPR process are due **October 3rd**
- Individual submissions can be made *in addition to* participating in the joint **Cities UPR Stakeholder Report**

Structure of the report

- Cover page identifying all submitting groups (letterhead, name and acronym, logo, website, etc.) and describing the founding date & main activities of the organisation/coalition. Especially needed if the org. is engaging with the UN for the first time.
- Include an **introductory executive summary** capturing the main points described and/or indicate **key words** to help the OHCHR understand what the submission is about (e.g. right to education).
- Number the paragraphs and pages of the submission.

OHCHR Guidelines

- Written submissions limited to **2,815 words** for individual submissions, and **5,630 words** for joint submissions. There is no upper word limit for references or annexes.
- Include information covering the period since the last review (4.5–5 years).
- The content of the submission can cover any number of topics but should ideally relate to the concerns that your organisation has the most experience with. The strongest submissions are usually focused on just a few issues and present enough clear evidence to make their case.
- The submission should contain concrete S.M.A.R.T* recommendations for action by the State under Review.
- Consider linking your submission to findings from other human rights mechanisms (treaty bodies, special procedures) to lend weight to your evidence.
- Include a completed Matrix as an addendum to your submission.

*More on this below

Source: UPR-Info-[Civil Society Compendium for UPR](#)

Style of the submission

- Avoid language that is subjective or emotional.
- Do not include pictures, maps, organisations' annual reports or reports from other organisations as annexes to the submission.
- Do not use too many footnotes.

Be "S.M.A.R.T."

- **Specific**
 - The specific dimension is meant to address a well-defined action in relation to a specific right or violation.
- **Measurable**
 - A measurable recommendation is a recommendation that can be assessed. Was the recommendation implemented or not? Recommendations that look at the result to be achieved, rather than specific actions to reach this result are most often poorly measurable.
- **Achievable**
 - The achievable aspect is determined by the capacity of a state to comply with the recommendation. Such a limit should be defined only by material means, not by political will. In this regard, it is pragmatic to make precise recommendations that include step-by-step actions, while aiming for a bigger objective in the long run.
- **Relevant**
 - Relevance refers to the link between the recommendation and the situation in the country.
- **Time-bound**
 - Lastly, the time-bound is related to a time frame during which the recommendation is expected to be implemented. It is understood that all recommendations should be implemented by the next review but shorter deadlines can be imposed.

Resources for preparing UPR reports

- [Tips for Preparing a Report to International Human Rights Review Processes](#)
- [UN Guide for preparing UPR Report](#)
- [A comprehensive guide for Civil Society Organisations engaging in the Universal Periodic Review](#) (Source: [UPR Info](#))
- [Matrix of Recommendations from Prior U.S. UPR report](#)

Upcoming Deadlines/ Dates

- **September 15 2019**-UPR Cities Report due –for our national cities report
- **October 3, 2019**- UN Deadline for Stakeholder Report Submissions
- **Late fall 2019**- US Government to submit its UPR report
- **January 23-24, 2020 UPR Lobby Days**- US civil society groups will gather in NYC and Washington DC around the UPR process- Local groups can send delegations/ join remotely-- watch for details!
- **Winter 2020**-Local groups can set deadlines for completing local UPR review and promoting public events to raise local awareness of UPR
- **May 2020**- the UN Human Rights Council session for the US UPR
- **September 2020**-The UN Human Rights Council issues its final report to the US government.
- **Fall 2020 & Beyond:** Use the UN & Local UPR Reports to Keep Clamoring for Human Rights!



Questions?



Bring Human Rights Home!

*Join other cities & communities in
the 2019-2020 UPR Cities Project*

Human Rights Cities Alliance (USA)

wiki.humanrightscities.mayfirst.org

Contact us: uprcities@humanrightscities.mayfirst.org