



## **Information paper with regard to how the work of the meeting will be conducted**

This multistakeholder meeting is a Mid-Decade review within UNESCO's role as the lead agency for the UN Decade on Education for Sustainable Development (DESD 2005-2014). Under the "Regulations for the general classification of the various categories of meetings convened by UNESCO", adopted by the General Conference at its 14th session (14/C resolution 23), this meeting is considered to be in category IV: "International Congress" and it is called:

*"UNESCO World Conference on Education for Sustainable Development – Moving into the second half of the UN Decade"*

The meeting shall take place from 31 March – 2 April 2009 at the World Conference Center Bonn, Platz der Vereinten Nationen 2, 53113 Bonn, Germany.

Organizers of the conference are UNESCO and the German Federal Ministry of Education and Research, in cooperation with the German Commission for UNESCO. The meeting has been organized by a Task Force composed of representatives from these three institutions.

As stipulated in article 45, § 2 of the Regulations mentioned above, "The Director-General may decide that rules of procedure are not necessary. In that case, an information paper giving the necessary details of the way in which the work of the meeting will be conducted shall be prepared and distributed."

### **1. Participants**

Due to the limited space available at the Conference venue in Bonn, the number of participants will be limited to 700 – 800. They will be drawn from the following categories:

Category I: Specialists from UNESCO Member States serving in an individual capacity (275):

- Ministers
- Experts from the Ministry of Education
- Experts from the National Commissions for UNESCO

Category II: Participants directly invited by the Conference Task Force (100):

Representatives from civil society, the private sector and UN Agencies as well as UNESCO stakeholders of the DESD: Monitoring and Evaluation Expert Group (MEEG), Inter-Agency Committee (IAC), Reference Group, International Advisory Group (IAG), etc.

Category III: Experts selected via an open call for applications (220):

Around 500 applications have been received and 300 selected applicants will have received an invitation by 20 February 2009.

Category IV: Organizing institutions (80):



Representatives from UNESCO, the German Government and institutions coordinating a workshop or having an active role in the Conference.

### Youth (25):

Participants in a workshop with 25 young people from around the world with demonstrated engagement in Education for Sustainable Development.

## 2. Objectives of the meeting

The World Conference on Education for Sustainable Development will pursue four main objectives:

1. To highlight the essential contribution of Education for Sustainable Development (ESD) to all of education and to achieving quality education
2. To promote international exchange on ESD
3. To carry out a stock-taking of DESD implementation
4. To develop strategies for the way ahead

## 3. Structure of the meeting

The meeting will comprise a High-Level Segment, plenary and workshop sessions, project-based workshops, special events and an exhibition of good practices. Each element will contribute to the four conference objectives.

The 22 workshops, which will take place parallel in two tranches of 11, are clustered along the four following themes:

1. Relevance of ESD for key sustainable development challenge
2. Building partnerships for ESD
3. Capacity Development for ESD
4. ESD and the teaching-learning process

For more information, please consult the attached programme outline.

## 4. High-Level Segment

Only Ministers, Vice-Ministers and Heads of UN Agencies will be allowed to participate in the High-Level Segment. Vice-Ministers will only be allowed if no Minister from the country is present. Seating in the room will be in alphabetical order. Interpretation in the following languages will be provided: English, French, Spanish, Arabic, Chinese and German.

Assistants may enter the room before the official opening of the Segment but they may not stay after the beginning of the session. Assistants will be accommodated in another room in the same building during the time of the High-Level Segment. All other conference participants will take part in the regular workshops starting in the afternoon of 31 March.

The High-Level Segment will be opened and co-chaired by the Director-General of UNESCO Mr. Koichiro Matsuura; the German Federal Minister of Education and Research, Ms. Annette Schavan; and the President of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany, Mr. Henry Tesch. Each will speak for no more than five minutes.



The formal opening of the session will be followed by five opening statements of approximately 5 minutes each made by six Ministers from different world regions invited by the Director-General. Subsequently, there will be a short break of ten minutes.

The second part of the Segment will take the form of a moderated and interactive discussion among Ministers on the topic of Education for Sustainable Development and Quality Education. There will be no formal set-piece presentations by Ministers about their own countries' contributions. Ministers will act as respondents rather than as presenters. Mr. Nino Munoz Gomez (Director of the Bureau for Public Information, UNESCO) will be the moderator of the session and will call upon ministers to address key issues relevant to the theme of the session, notably: the main opportunities and key challenges associated with adopting and applying an ESD approach in educational policies, plans and programmes, especially in such areas as curriculum development and teacher education. In addition, discussion will consider the added value of an ESD approach towards achieving an improved quality of education. In order to give each Minister the chance to take part in the debate and to allow for a genuine discussion, it will be essential that participants respect the format and refrain from reading pre-written presentations.

Ministers who wish to do so may table a written government statement on ESD; such statements will be duplicated and made available to conference participants as well as placed on the conference website.

At the end of the session, the chairs will call upon one of the General Rapporteurs of the conference (Ms. Mary Joy Pigozzi, member of the Director-General's High-Level Panel on the UN Decade of Education for Sustainable Development) to summarize the key points raised during the debate; the summary will be passed on to the drafting group of the Bonn Declaration to be adopted at the end of the conference. The chairs will then formally close the Segment.

## 5. Working languages

The Conference plenary sessions as well as the High-Level Segment will be interpreted in English, French, Spanish, German and Arabic. Interpretation in Chinese will be provided for the first Conference day.

Workshop and project-based workshops will be interpreted in English and French.

All Conference documents will be made available in English and French.

## 6. Reporting process

The reporting process should be carried out by the following persons nominated by the Conference Task Force:

### General rapporteurs:

1. Mary Joy Pigozzi (AED), member of DESD High-level Panel; [rapporteur for plenary sessions, high-level segment, etc.]
2. Kartikeya Sarabhai (Director CEE India); [rapporteur for workshops]

### Thematic cluster rapporteurs:

1. "Relevance of ESD for key sustainable development challenges": Hilligje van 't Land (The Netherlands)
2. "Building partnerships to promote ESD": Overson Shumba (Zambia); MEEG
3. "Capacity Development for ESD": Konai Thaman (Fiji); IAG



4. “ESD and the teaching-learning process”: Miriam Vilela (Brazil/Costa Rica); Reference Group]

Moreover, each workshop will have its own rapporteur nominated by the workshop coordinators.

The two general rapporteurs of the conference are responsible for reporting on conference results in the mid-conference and the closing plenaries. The general rapporteur responsible for the workshops receives input from four thematic cluster rapporteurs. The four thematic cluster rapporteurs receive input from the rapporteurs of each workshop. Additional input for the thematic cluster rapporteurs is provided by rapporteurs of the project-based workshops. Each rapporteur should structure their report along the four conference objective. Workshop rapporteurs must use for their reporting a specific template that is structured along the four conference objectives.

A comprehensive report of the Conference will be produced and made available to participants and the wider public via the Conference website, the UNESCO website and other channels before end-2009.

## 7. Drafting Process for Bonn Declaration

A drafting group will be responsible for drafting the Bonn Declaration. It consists of a core of ESD experts and experienced drafters, the general rapporteurs, the thematic cluster rapporteurs of the conference, a senior representative of the UNESCO Education Sector and representatives of UNESCO’s electoral groups.

Composition of drafting group (30 members):

### Chairperson (1)

- Charles Hopkins (Canada, IAG)

### Drafting Secretariat (3)

- Heila Lotz-Sisitka (South Africa, IAG)
- Roland Bernecker (German Natcom)
- Jean-Yves Le Saux (UNESCO)

### General rapporteurs (2) (See above)

### Thematic cluster rapporteurs (4) (See above)

### UNESCO Education Sector (1)

- Nicholas Burnett (or Ana Luiza Machado)

### Japanese expert (1)

- Mr Yoshihiro Natori

### Representatives of UNESCO Electoral Groups (18; 3 per group)

Input for the drafting group will be provided, among others, by the two general rapporteurs of the conference: one for the workshops, one for the plenary sessions, the high-level segment and other conference elements. The general rapporteur responsible for the workshops receives input from four thematic cluster rapporteurs, who in turn receive input from the rapporteurs of each workshop.

Further input for the consideration of the Bonn Declaration drafting group will come from the summaries of pre-meetings in the lead-up to the Bonn Conference (e.g., Bordeaux International Conference on ESD, 27-29 October 2008; Gothenburg Conference on ESD



“Visions and preparations for a common blueprint on ESD”, 11-12 November 2008; MESA International Conference “Environment, Development and Climate Change: Universities Responding?”, 24-28 November 2008; Tokyo International Forum on ESD Dialogue, 3-5 December 2008); documents such as the Basic Information Document of the Bonn Conference, the International Implementation Scheme (2005) and the Ahmedabad Declaration (2007); and the Draft Global Report on Context and Structures of the Work on ESD (available via the Conference website) and the associated summary of findings.

The drafting group is expected to prepare a draft preamble and agree on a structure of the Declaration in advance of the conference.

The general, cluster and workshop rapporteurs will also provide input for the conference proceedings to be published after the conference.

### Drafting group meetings at Bonn (precise details still tbc)

The first face-to-face meeting of the entire drafting group will take place in Bonn in the afternoon of Monday 30 March 2009. As a result of this meeting, the drafting secretariat will be called upon to prepare a ‘zero draft’ of the Bonn Declaration for sharing with the drafting group the following day (Day 1 of the conference). The ‘zero draft’ and subsequent drafts of the Bonn Declaration will be available in two languages only: English and French.

The three-member drafting secretariat will be expected to meet regularly throughout the conference; its first meeting should take place on the morning of Monday 30 March.

The full drafting group is expected to meet at the following moments during the conference:

- **Day 1 (Tuesday 31 March):** at breakfast (to review the ‘zero draft’) and in the early evening, when the first inputs from the conference will be considered. The drafting secretariat will then work on producing the first draft.
- **Day 2 (Wednesday 1 April):** at breakfast (to review and approve the *first draft*, which will be distributed to all conference participants that morning with a view to receiving feedback by 15.30); and in the late afternoon/early evening in order to prepare the *second draft* that will be shared with all conference participants that evening, taking account of feedback and results of workshops and plenary sessions.
- **Day 3 (Thursday 2 April):** Late morning/lunchtime in order to review the feedback received on the second draft (by 11.00 a.m.) and to consider inputs from the workshop sessions taking place in the morning of Day 3.

The full drafting group may also meet on other occasions during the conference, as may be considered necessary by its chairperson.

No interpretation will be available for the meetings of the drafting group.

### Availability of draft Bonn Declaration

The first draft of the Bonn Declaration will be made available to all participants in the morning of Day 2; feedback (either consolidated, as may occur in the case of the electoral groups, or individual) should be received by 15.30 that afternoon, deposited at the conference secretariat.

The second draft will be made available in the evening of Day 2 (upon return from project-based workshops at the arrival point of the buses) and at breakfast of Day 3. Feedback



should be received no later than 11.00 on the morning of Day 3, deposited at the conference secretariat.

The third draft will be made available at 14.30 (30 minutes before the start of the closing plenary) on Day 3.

The final draft will be that agreed by the conference participants in the closing plenary session of the conference (chaired by Ricardo Henriques, former Vice-Minister of Education, Brazil). It will be adopted by consensus.