



DRAFT AGENDA

AGENDA FOR THE CHAIRS FORUM MEETING 2010 18-20 JUNE FRANKFURT, GERMANY

AMNESTY INTERNATIONAL MEMBERS ONLY

AI Index: ORG 41/001/2010

To: All sections and structures
From: Organization Liaison Unit (OLU)
Date: 18 April 2010

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SUMMARY

Draft Agenda for the Chairs Forum Meeting (CFM) which will be held at the Dolce Bad Nauheim Hotel near Frankfurt, Germany in June 2010

DISTRIBUTION

This is an internal document which is being sent to all sections and structures

RECOMMENDED ACTIONS

Please ensure this document is brought to the attention of the Chair and Director of your section or structure

Introduction

The main theme of the 2010 CFM is ‘Putting *One Amnesty* into practice’

The aim of the meeting is to:

- Explore Chairs’ contribution as global leaders in an era of joint strategic planning
- Progress key items from International Council Meeting (ICM) decisions that were referred to the Chairs Forum (CF)
- Build skills capacity, and shared understanding as employers and partners

Sessions

To assist with your planning and preparation for the meeting the sessions on the agenda are numbered and identified as either:

- *Information* sessions are formal reports of progress to date in plenary
- *Consultation* sessions are interactive sessions for debate and feedback
- *Decision-making* sessions are for formal decisions in plenary
- *Workshops* are interactive capacity building sessions

Papers

Participants are asked to bring their own copies of their papers to the meeting as OLU regrets it is unable to provide them on-site.

Some of the papers for the meeting are listed below. All available papers and presentations can be downloaded via the Amnesty International intranet site at:
<https://intranet.amnesty.org/wiki/display/CHFOR/2010>.

Please visit the site regularly for updates to the papers list.

Index Number	Title	Agenda session
Required		
ORG 41/007/2007	CF Standing Orders	1
ORG 41/011/2004	CF Terms of Reference (ToR)	1
ORG 41/007/2006	Chairs Forum Steering Committee (CFSC) ToR	1, 8
ORG 50/001/2010	International Nominations Committee draft ToRs	7, 23
Background		
ORG 52/003/2009	Decisions of the 2009 ICM	
	CFSC Bulletin No. 4: November-December 2009	
	CFSC Bulletin No. 5: January-February 2010	
	CFSC Bulletin No. 6: March-April 2010	16, 17, 19

Programme

Thursday 17 June

17:00-19:00	Introduction session for new Chairs
19:00-20:00	Reception for all participants
20:00	Dinner

Day 1 – Friday 18 June

06:00-09:00	Breakfast
09:00-13:00	Plenary sessions (with interpretation)
09:00-09:45	1. Welcome
	<ul style="list-style-type: none"> ▪ Introductions ▪ Welcome from the CFSC ▪ Agenda overview ▪ Appoint election officer and tellers
	<i>Chair:</i> Janet MacLean - CFM and ICM Chair
09:45-10:45	2. Keynote address
	<ul style="list-style-type: none"> ▪ Introduction of the new Secretary General (SG) ▪ Address ▪ Questions
	<i>Speaker:</i> Salil Shetty - SG
10:45-11:15	Break
11:15-12:45	3. Building partnerships to Demand Dignity
	<ul style="list-style-type: none"> ▪ What do we mean by partnerships? ▪ How do we build successful partnerships? ▪ Role of good governance in great partnerships
12:45-13:00	4. Work on Individuals
<i>Information</i>	<ul style="list-style-type: none"> ▪ Report
13:00-14:30	Lunch
13:00-14:30	Session for experienced Chairs interested in mentoring
14:30-18:30	Plenary sessions (with interpretation)



14:30-16:00	5. Governance
<i>Consultation</i>	<ul style="list-style-type: none"> ▪ Introduction of Global Governance Taskforce (GGT) ▪ Defining and analyzing global governance ▪ The 'seven' principles ▪ Assessment tool
16:00-16:15	6. Activism impact
<i>Information</i>	<ul style="list-style-type: none"> ▪ Report
16:15-16:45	Break
16:45-17:15	7. International Nominations Committee
<i>Decision-making</i>	<ul style="list-style-type: none"> ▪ Presentation of draft Terms of Reference (ToRs) ▪ Questions for clarification
17:15-18:00	8. CFSC Report
<i>Information/decision-making</i>	<ul style="list-style-type: none"> ▪ Report ▪ Presentation of proposed changes to CFSC ToRs
18:00-18:30	9. CFSC candidates
	<ul style="list-style-type: none"> ▪ Introduction and presentations
18:30-19:30	10. Meet the CFSC candidates: Speed dating
	<ul style="list-style-type: none"> ▪ Chairs will have the opportunity in small groups to meet each candidate
End of Day 1	
20:00	Dinner
Day 2 – Saturday 19 June	
06:00-09:00	Breakfast
09:00-13:00 Plenary sessions (with interpretation)	
09:00-10:30	11. Planning and priority setting
<i>Consultation</i>	<ul style="list-style-type: none"> ▪ Which global priorities are sections and structures committed to? ▪ What other priorities do sections and structures have? ▪ Gaps? ▪ Synergy? ▪ Feedback on developing national plans with the Global Priority Statement (GPS)

10:30-10:45	12. Key findings of Stop Violence Against Women (SVAW) campaign
<i>Information</i>	<ul style="list-style-type: none"> ▪ Evaluation
10:45-11:15	Break
11:15-12:15	13. Growth strategy
<i>Consultation</i>	<ul style="list-style-type: none"> ▪ Presentation of preliminary key findings identified by the Growth Strategy Committee ▪ What is the best way to consult around findings within our sections and structures?
12:15-12:45	14. Assessment to Distribution (A2D)
<i>Information</i>	<ul style="list-style-type: none"> ▪ Update on process ▪ Questions
12:45-13:00	15. Brief update on financial situation
<i>Information</i>	<ul style="list-style-type: none"> ▪ Report
13:00-14:30	Lunch
13:00-14:30	CFSC Elections
14:30-18:30	Plenary sessions (with interpretation)
14:30-16:15	16. Accountability
	<ul style="list-style-type: none"> ▪ IEC and SG Questions and Answers (Q&A) ▪ Section and structures Q&A
16:15-16:45	Break
16:45-18:00	17. Diagnosing and managing conflict
	<ul style="list-style-type: none"> ▪ Understanding healthy and destructive conflicts ▪ Options in dealing with conflicts ▪ Dealing with conflict in practice
18:00-18:30	18. Overview of IS support for Chairs
<i>Information</i>	<ul style="list-style-type: none"> ▪ Report
	End of Day 2
18:30-20:00	19. Regional meetings
<i>Information</i>	<ul style="list-style-type: none"> ▪ Space will be available on-site for regions that want to meet
20:00	Dinner

Day 3 – Sunday 20 June

06:00-09:00	Breakfast
09:00-13:00	Plenary sessions (with interpretation)
09:00-09:15	20. Election results
	<ul style="list-style-type: none"> ▪ Announcement of new CFSC
09:15-10:30	21. Overseeing the work of a section/ structure Director
	<ul style="list-style-type: none"> ▪ Identify five principles guiding the relationship between Chairs/ Boards and staff ▪ Presentation of human resource (HR) guidelines ▪ Discussion of HR guidelines ▪ Chairs' survey
10:30-10:45	22. Youth strategy
<i>Information</i>	<ul style="list-style-type: none"> ▪ Report
10:45-11:15	Break
11:15-12:00	23. International Nominations Committee Terms of Reference (ToRs)
<i>Decision-making</i>	<ul style="list-style-type: none"> ▪ Adopt ToRs
12:00-12:45	24. Electing international members
<i>Consultation</i>	<ul style="list-style-type: none"> ▪ Discussion with Chairs on proposed process
12:45-13:00	25. Independent review of Chairs Forum
<i>Information</i>	<ul style="list-style-type: none"> ▪ Update
13:00-14:00	Lunch
14:00-15:30	Plenary sessions (with interpretation)
14:00-14:45	26. Diversity and gender mainstreaming
<i>Consultation</i>	<ul style="list-style-type: none"> ▪ Introduction of Diversity and Gender Mainstreaming Taskforce (DGM) ▪ To engage Chairs as national and international leaders on the DGM process to collect thoughts and create dialogue
14:45-15:30	27. Closing
<i>Consultation</i>	<ul style="list-style-type: none"> ▪ Chair's statement ▪ CF thanks to interim SG ▪ Goodbyes
	End of meeting

