



# PACIFIC ISLANDS FORUM SECRETARIAT - CIVIL SOCIETY ORGANISATIONS

## ENGAGEMENT STRATEGY

November 2016

# PIFS-CSO Engagement Strategy

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## About the Pacific Islands Forum

The [Pacific Islands Forum](#) is a political grouping of 16 independent and self-governing states and two territories. Members are Australia, Cook Islands, Federated States of Micronesia, Fiji, French Polynesia, Kiribati, Nauru, New Caledonia, New Zealand, Niue, Palau, Papua New Guinea, Republic of Marshall Islands, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu. The annual Forum meetings are chaired by the Head of Government of the host country who remains as Forum Chair until the next meeting.

The Pacific Islands Forum Secretariat is based in Suva, Fiji. The Forum Secretariat is led by the Secretary General (currently Dame Meg Taylor of Papua New Guinea) who is directly responsible to the Forum Leaders. The Secretary General of the Forum Secretariat is permanent Chair of the [Council of Regional Organisations in the Pacific \(CROP\)](#). The Forum Secretariat is mandated to coordinate the implementation of [the Framework for Pacific Regionalism](#). The Framework for Pacific Regionalism articulates the vision, values and objectives for an enhanced Pacific regionalism. It is intended to support focused political conversations and settlements that address key strategic issues, including shared sovereignty, pooling resources and delegated decision making. Rather than providing a list of regional priorities, it sets out a robust process through which regional priorities will be identified and implemented. The Secretariat's mandate is delivered through the annual Leaders' Communiqués and high level ministerial meeting decisions.

### 1. Preamble

Throughout the history of the Pacific Island Forum, Leaders have repeatedly conveyed the need for inclusive regional policy making processes through engagement with civil society<sup>1</sup>. It is apparent both civil society organizations (CSOs<sup>2</sup>) and PIFS see value in joint engagement in regional policy processes and there is recognition of the need for a more coherent and coordinated approach to engagement. The Framework for Pacific Regionalism calls for inclusive, equal and effective participation in regional policy processes and provides opportunities for civil society participation in the identification, formulation, implementation, and monitoring of regional policy priorities. In order to meet the broader mandate for successfully including civil society and its organizations in regional policy making processes, the Pacific Islands Forum Secretariat seeks to develop a strategic approach to coordinating and embedding civil society engagement across the organization. This strategy outlines a systematic approach that clearly defines the expectations, principles and process for PIFS-CSO engagement.

This is the first PIFS-CSO Engagement Strategy; it replaces the previous 'Policy on consultative status and accreditation' (2006) in recognition that more inclusive, transparent and flexible approaches to engagement that promulgate the spirit of inclusivity envisaged through the Framework for Pacific Regionalism are required.

### 2. Purpose of the Strategy

The purpose of this strategy is to clearly define roles and to clearly outline processes and principles for engagement. The readership of this document should obtain clarity around the 'who, how, when and where' of PIFS' public and CSO engagements. This strategy aims to clearly define stakeholder groups and outline the means of engagement with each group.

The strategy aims to render a coordinated approach to engagement, avoid any overlaps and/or unintentional exclusion of interested stakeholders. As a result of the strategy, stakeholders should understand how PIFS and CSOs will engage to participate in the definition of regional priorities, develop solutions and jointly assess, monitor and evaluate the results and outcomes of regional decisions, initiatives

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<sup>1</sup> See: Ivarature; Penjeuli; PIF 2011 Communiqué

<sup>2</sup> For the purposes of this Strategy, a broad definition of Civil Society Organisation is used to include and non-state, not-for profit organistaion that represents a constituent group such as: non-government organisations, non-state research institutes, think tanks, issues-based coalitions, and organisations that represent the private sector.

and priorities. The strategy is a mechanism that supports engagement and participation in the implementation of the FPR. Ultimately the strategy should render the means for accountability in that it should provide ample opportunity for feedback, critique and dialogue.

#### Specific objectives and outcomes

The overarching objective is to promote meaningful PIFS-CSO engagement that renders effective and relevant regional policy contributing to the attainment of the Pacific Vision articulated in the Framework for Pacific Regionalism.

The specific objective of this PIFS-CSO Engagement strategy is to provide clarity for PIFS Staff and PIFS Stakeholders around the protocols, processes and purpose of engagement.

The following outcomes are anticipated:

- PIFS' Staff value, understand and consistently adhere to the protocols and guidelines for engagement as articulated in this strategy
- CSO Stakeholders have a clear understanding of the various 'points of engagement' and effectively leverage these to contribute to regional policy development and implementation in a way that reciprocates the principles of engagement outlined in this strategy

### 3. Vision (Why?)

The value of engagement is centred around ensuring the best possible outcomes for all Pacific Communities and peoples. Through meaningful engagement with stakeholders, regional policy and programming will be informed, relevant, well-targeted and effective. There is a recognition that CSOs bring a complementary set of skills, information and networks that can enhance and add value to any regional policy debate.<sup>3</sup>

#### What is the vision for engagement?

The vision outlined in the Framework for Pacific Regionalism clearly lays the foundation for an inclusive and all-encompassing approach to regional integration:

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*“Our Pacific Vision is for a region of peace, harmony, security, social inclusion and prosperity, so that all pacific people can lead free, healthy and productive lives”...“For successful implementation of this Framework for Pacific Regionalism, which replaces the Pacific Plan, we seek the support, commitment and ownership of all Pacific people, including governments and administrations, civil society organisations, private sector representatives, regional organisations, development partners, media and key stakeholders.”*

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The vision includes ongoing and meaningful engagement with CSOs as they legitimately represent civil society sectors, communities or interests. It includes the participation and recognition of CSOs as 'equal partners' in the design and implementation of regional initiatives.

#### What does success look like?

The success of this strategy would see continuous dialogue, constructive feedback, collaboration and partnerships with CSOs in the shaping and implementation of regional policies that drive the 'deeper regionalism' aspired by Forum Leaders through the Framework for Pacific Regionalism. Its success relies

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<sup>3</sup> Respondents in a 2015 survey<sup>3</sup> recognised the value in consultative, collaborative approaches to achieving the Pacific Vision outlined above.

on the ‘professional and political maturity’ articulated by (V Taylor, 2003) where stakeholders “collaborate on policy research, share knowledge and experiences with governments and regional partners” and “challenge and confront state institutions to work in partnerships or to reform state led processes.”

#### 4. Key Stakeholders/Parties to the Strategy (Who?)

The Pacific Islands Forum Secretariat seeks to engage with the Pacific communities through a variety of media. The public are kept informed of Forum activities and commentary on regional affairs through regular updates on the Forum website, Facebook page, Twitter account and direct communications to newsletter subscribers. Significant events and announcements are communicated to the public through media releases, radio announcements, and community media. While this communication is predominantly unilateral information dissemination, community members are welcome to directly engage with the Forum Secretariat via Facebook, Twitter, email, phone or postal mail.

Beyond public engagements such as these, the Forum Secretariat seeks to engage directly with CSOs working in the Pacific region. Any CSO can register with the Forum by emailing [info.cso@forumsec.org](mailto:info.cso@forumsec.org). All registered CSOs will receive regular updates on Forum activities and may elect to receive information on thematic areas of interest. The Forum deals predominantly with matters of a regional nature, it may refer national-level issues raised by CSOs to the appropriate fora, government representative or organisation.

While the Secretariat is open to communication with any CSO, it predominantly focuses on engagement with CSOs that have a regional focus, and any national level umbrella organisations/alliances/networks in member countries. The Forum’s focus on regional affairs in order to serve the 18 members guides the focus of stakeholder engagement to organisations that work at a regional level, or that broadly represent the interests of CSOs at the national level. The expectation is that organisations engaging with the Forum are clear about the scope of their representative role and that organisations base their engagements with the Forum on positions previously agreed with their constituents.

The Forum has three main stakeholder categories:

Category	Description	Purpose
<b>Regionally focused CSOs</b>	Organisations that work in more than 3 Forum countries	<b>Consult</b> around Forum activities and matters of regional interest <b>Collaborate</b> on regional level initiatives and through regionally focused groupings (e.g. CROP working groups, Informal WG on Disability )
<b>National level umbrella organisations, alliances or networks</b>	Represent a group of CSOs at the national level, or represent a group of CSOs with a declared shared interest	<b>Consult</b> on national areas of interest <b>Support</b> to convene and build coalitions, identify positions, understand regional level policy in national context, engage with government
<b>National level CSOs</b>	working predominantly in one Forum country	<b>Inform</b> – provide updates on regional issues and Forum activities


Table 1 Stakeholder Categories

The PIFS is based in Suva and as a result, a significant proportion of the opportunities for engagement are offered in Suva. In appreciation of the challenges some CSO stakeholders face in terms of resourcing, distance, and communications access, PIFS will endeavour to provide a range of alternatives for those stakeholders outside of Suva. This will include: wide distribution of all NSA meeting agendas and minutes to the primary stakeholders groups (Regional CSOs and National Umbrella organisations); use of teleconferencing facilities whenever feasible; and, dedicated CSO representation from each Forum member at larger events such as the annual Regional CSO Forum. PIFS also appreciates the support of Suva-based Regional CSO networks in the dissemination of information and representation of CSO broader interests at meetings and events. Stakeholders that are not based in Suva are encouraged to work with Suva-based Regional CSOs to this end.

The very nature of Forum processes means that PIFS is heavily reliant on those engaging (government officials, CSOs or development partners) effectively representing their constituency, network or organisation. Some CSOs may not necessarily be adequately resourced to do this, and accountability measures for representation may not necessarily be in place. PIFS will work with CSO stakeholders to build this capacity through the NSA Programme, and encourages all CSOs relying on others to perform a representative role to hold them to account. PIFS will also work to ensure that as much information relating to CSO engagements (future and past) are made available to any interested parties/disseminated widely so that CSOs can stay abreast of developments without relying entirely on a focal point.

## 5. What are the points of engagement? (When?)

In adherence with the values articulated in the Framework for Pacific Regionalism PIFS aims to be as inclusive as possible and provide ample opportunities for engagement. PIFS has set up a variety of means to facilitate engagement from the community level right through to participation in global events. The various 'points of engagement'<sup>4</sup> are outlined in the table below with information about the target audience and purpose of each. For a schedule of upcoming events contact the PIFS Civil Society Engagement Officer ([info.cso@forumsec.org](mailto:info.cso@forumsec.org)) or check [forumsec.org](http://forumsec.org) website.



“CSOs may not be well resourced to be able to participate meaningfully in regional matters. This should not be taken to mean they are not interested.”

Survey response #15

Means of engagement	Purpose	Participation	Format
Website <a href="http://www.forumsec.org">www.forumsec.org</a>	Keep all pacific islanders abreast of Forum activities and regional developments	All members of the public	Static information, updated daily. Facility to direct an enquiry to the Forum.
Social media Follow us on Twitter @ForumSEC Follow us on Facebook @Pacific.Islands.Forum.Secretariat	Keep all pacific islanders abreast of Forum activities and regional developments	All members of the public	Real time feeds and updates. Option for members of the public to engage through comments.
Email newsletters/updates	Keep stakeholders abreast of Forum activities and regional developments	All stakeholders who have subscribed on <a href="http://www.forumsec.org">www.forumsec.org</a>	Email updates on key events, announcements and developments
Policy seminars	Raise awareness of regional policy issues	Attendance by any interested parties in Suva.	Public broadcast of a policy debate

<sup>4</sup> Valid as of May 2016, may be subject to change

Means of engagement	Purpose	Participation	Format
		Accessible online for other areas. Some debates may also be broadcast on radio.	
CSO networking lunches	Informal networking, relationship development, information sharing	Any Suva based Regionally focussed CSOs	Monthly informal gathering, light lunch provided
PIFS-NSA Executive meeting	Direct engagement between PIFS and CSO executives on matters relating to PIFS work, and issues of regional importance	Open to Regionally focused CSOs. National Umbrella CSOs/focal points may participate by teleconference.	Quarterly meeting chaired by the Secretary General of PIFS in Suva. Agenda set in consultation with CSOs. Minutes circulated to all regionally focused CSOs and national focal points. <i>Small working groups may be established to work on specific issues.</i>
CSO capacity building/training	Strengthen CSO capacities to engage in regional level policy	National level representative CSOs and regionally focused CSOs	Modules on technical skills relating to policy engagement developed in collaboration with CSOs.  Specific training on engagement within the context of the Framework for Pacific Regionalism run in targeted locations
Regional CSO Forum	CSOs from the region get together to discuss regional issues/regional policy development. A mechanism for civil society to develop targeted messages for Leaders/ministers/officials	National level representative CSOs and regionally focused CSOs	2-3 day event held annually. Agenda set in collaboration with CSOs.
FPR Public Policy Process	Identification of ideas for regional initiatives to address the key challenges facing the Pacific.	Any member of the public or organisation can submit an initiative.	Annual call for proposals that are assessed against predetermined 'Tests for regional action'. Selected regional priorities are submitted to Forum Leaders for their consideration. The Specialist Sub-Committee for Regionalism holds consultative processes as part of the assessment process and may call on

Means of engagement	Purpose	Participation	Format
			certain NSAs for technical advice. <sup>5</sup>
FPR: Implementation teams for Regional initiatives endorsed by Leaders	The inclusive approaches outlined in the Framework for Pacific Regionalism indicate a collaborative approach to implementation of regional initiatives.	Regional and national CSOs with the prerequisite technical expertise or networks.	Teams are formed after regional initiatives are endorsed by Leaders (annual cycle).
FPR: Monitoring the progress of regional initiatives	Provision of independent advise to the SSCR on the progress of selected regional initiatives	Regional CSOs (not involved in implementation)	Consultation with SSCR (1 or 2 per year Feb/June). <i>M&amp;E F'work yet to be determined at time of writing</i>
Forum Leaders Meeting	CSO engagement with Forum Leaders on regional level issues.	Regional and National CSO representatives from Forum countries	Annual event with dedicated session for CSO Engagement. Opportunity for CSOs to present position papers to Leaders.
Ministerial meetings <sup>6</sup>	CSO engagement with Ministers on regional level issues.	Regional and National CSO representatives from Forum countries	Most meetings have a dedicated session for NSA Engagement – the format varies and should be outlined in the event charter. Contact PIFS for details of specific events.
Forum officials meetings	Arrria <sup>7</sup> Formula meeting (if called by officials) & Networking event.	Suva based Regional CSOS	Closed meeting, CSOs invited to evening cocktail function
Courtesy calls/country visits	Consultation, information dissemination, relationship building	All CSOs	Based on PIFS Staff travel schedules. SG and members of the internal NSA WG set up meetings with local CSOs when in-country to provide an opportunity for direct engagement.
Grant applications <a href="http://grants.forumsec.org/">http://grants.forumsec.org/</a>	Provide CSOS with grant funding to strengthen their engagement with regional policy processes	Regional CSOs and National Umbrellas	Calls for proposals published on <a href="http://grants.forumsec.org">grants.forumsec.org</a> Eur2Million to be disbursed 2016 - 2018
Participation in global events	Coordinate and support a collective regional position	CSOs participating in international events	e.g. CSW

<sup>5</sup> Around the time of the annual call for submissions to the public policy setting process under the Framework for Pacific Regionalism, PIFS typically runs workshops on preparing a submission. For more information contact the Civil Society Engagement Officer or email [info.cso@forumsec.org](mailto:info.cso@forumsec.org)

<sup>6</sup> Details relating to processes for NSA Engagement at Ministerial Meetings are subject to the finalization of the Review of Regional Meetings.

<sup>7</sup> <http://www.un.org/en/sc/about/methods/bgarrriaformula.shtml>



Table 2 Points of Engagement

PIFS also engages through established regional partnerships such as the Pacific Ocean Alliance and CROP working groups.

Most events organized by PIFS are open to all CSOs that fit the criteria outlined in section four above, the target audience for each event is listed in the table above. PIFS will work to ensure representation or inclusion from each Forum Island Country. Where seats are limited or funding restricted, a transparent and equitable selection or nomination process will be conducted. The preference will be for CSOs to nominate their representative/s. In this case, all relevant stakeholders will be notified and a deadline issued for nominations. Focal points will be asked to coordinate the process and submit the nomination/s.

Where nomination by CSOs is not feasible (e.g. attendance in a fully funded capacity building program, or multiple nominations are received), selection processes will be by application and utilize a pre-determined scoring system, against relevant criteria. A joint CSO-PIFS selection panel will score and select the participants to fill specific representative roles (i.e. at least one representative from each Forum country). Limited quotas will be set for self-funded participants to prevent any crowding out by specific interest groups. Attention will also be given to ensuring that the CSOs with the relevant thematic and regional experience are present in discussions relating to their area of expertise.

CSO nominations for participation in PIFS coordinated CSO events do not need to be approved by government. Forum officials will be kept informed at all times of PIFS-CSO engagement schedule and they will be notified of the outcomes of any nomination or selection processes for CSO engagement at any Forum Ministerial and Forum Officials meetings.

## 6. Principles of engagement and guidelines for engagement processes (How?)

### What are PIFS expectations for engagement with CSOS? For what purposes does PIFS want to engage?

The primary aim for engagement is to promote a constructive dialogue to render a more informed policy debate. PIFS Staff seek more direct and regular conversations with CSOs to better understand different perspectives; there is a recognition that engagement needs to be more mainstreamed and systematic, and that CSOS bring a diversity of perspectives, experiences and networks that can enrich the regional policy dialogue and broaden the reach of implementation. It is important that all engagements are handled with professionalism and mutual respect. All stakeholders adhere to the Istanbul Principles for CSO Development Effectiveness:<sup>8</sup>



### What are CSO expectations for engagement with PIFS? For what purposes do CSOs want to engage with PIFS?

#### Extracts from survey/consultations/notes:

- Regular and meaningful communication with PIFS. The spirit of the Framework should be about sustained/continuous dialogue – rather than just ad hoc consultations to inform select pieces of work.
- Relevant engagement process that will bring real, meaningful participation by CSOs and only positive results.

<sup>8</sup> <http://cso-effectiveness.org/-istanbul-principles,067-.html>

- A mechanism “that is reliable, predictable, formal and based on international best practice”. Create an enabling environment, both formally and informally.
- Regionally focused NSAs have stressed the importance of quality engagement that leads to action, provides access to the relevant policy makers in all stages of policy development and implementation, and the need to work collaboratively to meet the needs of Pacific communities.<sup>9</sup> Human rights issues need to be considered holistically, rather than in isolation and communities/citizens of the Pacific need to be central to the policy intent.
- Contributing to discussions, sharing knowledge
- ”PRNGO Alliance calls on the Pacific Islands Forum and its Secretariat to formally establish a meaningful mechanism that would allow Pacific Civil Society Organisations to gainfully engage and participate in its policy and decision making. (A formally instituted process that is genuinely inclusive which takes into account the diverse and important views of Pacific peoples that regional civil society organisations represent.)”<sup>10</sup>
- Informal as well as formal approaches. Early and consistent engagement.
- Unbiased advice (no PIFS reinterpretation or screening of inputs)
- Access resources and support to make them able to play their role in development effectiveness discussions and debate

*“Transparent, inclusive and open processes of participation that integrates the perspectives, issues and concerns of CSOs” (Ivarature)*

### What are the key values and principles that should underpin engagement?

Bearing these expectations in mind, and in keeping with the Framework for Pacific Regionalism, the values of **inclusivity**, **equity** and **equality** will form the basic principles for this strategy, where the proponents ‘strive for effective, open and honest relationships and inclusive and enduring partnerships – based on mutual accountability and respect...’ This strategy aims to enable a **consistent, systematic and transparent approach** to PIFS-CSO engagement where the interests of a diverse group of stakeholders are given the **space** to present their views.

As a matter of principle, perspectives from each of the Forum Island Countries need to be represented in Forum events, as well as ensuring the involvement of a diverse spectrum of interest groups. In keeping with this principle, options to make PIFS-CSO engagements as **accessible** as possible will be sought while promoting due respect for the diverse nature of CSOs and their constituent groups. The environment for engagement needs to enable participation by all parties (not just the dominant, sophisticated ones). Organisations must declare who they represent and the reason for their interest; this declaration of representation needs to be based on previous consultation with a constituent group.

CSOs are valued partners in the realization of the vision articulated in the Framework for Pacific Regionalism and PIFS will endeavour to ensure their participation in every stage of the drive towards deeper regionalism. This means participation of civil society as an equal partner throughout the policy development process (concept to implementation). To this end, approaches to engagement need to be sincere, wherein constructive inputs are valued and all stakeholders maintain a sense of mutual accountability to derive the best outcomes possible for the Pacific Region.

## 7. Resourcing

PIFS has a dedicated Non-State Actor (NSA) Team that reports directly to the Secretary General. The team comprises a Program Manager, a Civil Society Engagement Officer (CSEO) and a Grants Officer. The NSA Program Manager has primary responsibility for the delivery of the EU funded program “*Strengthening Non-State Actors Engagement in Regional Policy Development and Implementation Programme*” working closely with the CSEO and the Grants Officer. The CSEO is the primary point of

<sup>9</sup> PIFS-NSA Executives Meeting 8<sup>th</sup> April 2015

<sup>10</sup> PRNGO Alliance Retreat 2014

contact for CSOs and the Grants Officer manages the PIFS NSA Grants Facility. While the NSA Team takes carriage of this PIFS-CSO Engagement Strategy, it is anticipated that *all PIFS staff* have a role in implementing the Strategy, particularly as it relates to the Framework for Pacific Regionalism and Ministerial/Leader's Meetings.

The Programme "*Strengthening Non-State Actors Engagement in Regional Policy Development and Implementation Programme*" aims to ensure that NSA perspectives are reflected in effective regional policy development processes and dialogues. The programme purpose is to build the capacity and ability of Non-State Actors (NSAs) to participate effectively in regional policy making processes and implementation. Stakeholders wanting to engage in regional level policy processes are encouraged to participate in this program. Details of capacity building activities and grants are available on the [grants.forumsec.org](http://grants.forumsec.org) website.

The PIFS NSA Internal Working Group comprises representatives from each program area and each of these working group members takes on some functions relating to CSO engagement. The working group was established to ensure effective internal coordination of all CSO engagements and meets every two months to share calendar updates, planned engagement and coordinate approaches.

The PIFS Executive Team, including the Secretary General, take on an important role representing PIFS at CSO events and ensuring effective implementation of all PIFS-CSO engagements, including the adherence to this strategy.

## 8. Guidelines for Engagement Process

The primary point of contact for CSOs within the Secretariat is the Civil Society Engagement Officer, who will assist CSOs in identifying the appropriate avenues through which to engage with the Forum Secretariat. PIFS aims to establish CSO points of contact (can be multiple) in each country that can:

- Consult and collate CSO perspectives from their country on regional issues
- Represent their National CSO perspectives at regional meetings
- Collect and disseminate information
- Facilitate the process of sharing information, experience and best practices across the region

A current list of these contact points is provided in Annex One. In Smaller Island States, the PIFS SIS Officers will support this function. National level CSOs wishing to receive updates about Forum activities and Regional work are encouraged to register online<sup>11</sup> and can also contact their local point of contact; if CSOs encounter any difficulty getting in touch with their national contact point, they should email [info.cso@forumsec.org](mailto:info.cso@forumsec.org).

The NSA Team at PIFS will work with the relevant PIFS staff to support their adherence to the following guidelines for engagement processes:

1. Notify stakeholders at least one week in advance of (in-country) meetings, and at least one month in advance for meetings requiring travel to another country.
2. Endeavour to provide timely access to relevant information in accessible language.
3. Allow sufficient time for submissions, responses, inputs to agenda, responses to minutes etc.
4. Acknowledge receipt of any written inputs, enquiries or correspondence in a timely fashion. Where possible, this response should outline any relevant processes and articulate how the stakeholder's views will be/have been taken into account.
5. Run consultative processes at stages where they can still impact on formulation.

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<sup>11</sup> Register for general email updates from PIFS by entering your email address in the "Join our community" box on our website homepage: <http://www.forumsec.org/> -

6. Provide clarity around the role of CSOs in regional policy processes coordinated by PIFS
7. Ensure engagements are as inclusive and accessible as possible. Use multiple 'points of engagement' such as teleconferencing, social media, website, email updates; seek national as well as regional CSO voices.
8. Seek prior consent for any direct references to meeting participants/their organisations in any articles or press releases.

Specifically the role of the PIFS NSA Team in supporting this Engagement Strategy is to:

1. Ensure CSOs have access to a PIFS focal point at the Secretariat and in-country.
2. Establish and maintain a database of CSO stakeholders in all Forum countries to facilitate direct communication (and reduce reliance on intermediaries).
3. Develop a joint calendar of events with CSO stakeholders and circulate any updates to the calendar on a monthly basis.
4. Support increased capacity for engagement through the NSA Program
5. Maintain up to date information online such as a calendar with event details (including date, time, venue, purpose, participation local/regional, registration details, contact) agendas, recordings and minutes.<sup>12</sup>

The NSA Team regularly receives feedback on engagement processes and continues to work to improve the consistency and effectiveness of PIFS-CSO engagements. The PIFS-NSA Executives meeting is a regular event in which the Secretary General solicits and addresses feedback from CSOs. PIFS will also seek written feedback at events.

#### **What will CSO commit to doing in order to facilitate effective engagement?**

*"We should also encourage and support CSOs to engage with members at national level as much as possible, including facilitating such forms of engagement if necessary (eg. convene meetings of CSOs and members on specific issues). Although we're a regional organization advocating regionalism, implementation is carried out at national levels."<sup>13</sup>*

- Inform focal points of their own areas of interest, entry points, and active networks
- Be clear and realistic about the role CSOs can play in policy development and dialogue.
- Sharing of information with relevant constituent groups, where relevant seeking feedback/input to relay back into the policy dialogue
- Reporting back on outcomes of engagement processes to constituent groups
- Commitment to the Istanbul 8 Principles for CSO Development Effectiveness
- Position papers to declare representation, mandate, include endorsements
- Ongoing participation in dialogue (not dropping in and out), or get informed before re-entering a discussion
- Duty bound to communicate consultations at the grassroots communities including stakeholders in Public, Private and CS to be included in the active participation for development effectiveness
- Contribute to the discussion as a representative (rather than bringing individual perspectives)

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<sup>12</sup> See online process for dialogue around policy documents see EC Interactive Policy-Making Initiative:

[http://ec.europa.eu/yourvoice/index\\_en.htm](http://ec.europa.eu/yourvoice/index_en.htm)

and CSDN online calendar <http://eplo.org/activities/ongoing-projects/civil-society-dialogue-network/>

<sup>13</sup> Survey Response November 2015

## 9. Review process

Given the evolving nature of the regional political environment, the PIFS CSO Engagement Strategy should not be a static document. In particular it is anticipated that sections relating Points of Engagement, Guidelines and Focal Points would be updated regularly and re-posted online.

An annual report on the outcomes of engagement (see ADB report on NGO engagement) which will outline:

- Measurable indicators to monitor degree of compliance to protocols outlined in the strategy (ie opportunities for engagement implemented, online calendar, ample notification, agenda/papers circulated on time, CSO participation or input etc. )
- Measures of effectiveness (testing awareness, levels of engagement and quality of engagement, alignment with the Istanbul Principles for CSO Development Effectiveness)

The report will also consider replication of any elements of this strategy by national governments or regional organisations as a key indicator of success.

Indicators for impact – how have engagement processes contributed to enhanced policy dialogue, attainment of deeper regionalism, etc. will comprise part of the broader evaluation of the PIFS NSA Program. The indicators will be developed as part of the NSA Program Monitoring and Evaluation Framework.<sup>14</sup>

This strategy will be independently reviewed in 2018 to coincide with the conclusion of the NSA Program. Both PIFS and CSO perspectives will be taken into account in considering the success and impact of the strategy.

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<sup>14</sup> Due for finalization in early 2017

## Annex One: Pacific Islands Forum focal points for CSO Engagement

To be updated regularly

Name	Organization	Country	Contact
Keutekarakia Mataroa	CICSO Inc	Cook Islands	<a href="mailto:Keu.mataroa@outlokk.com">Keu.mataroa@outlokk.com</a>
Nukutau Pokura	SIS Desk Officer*	Cook Islands	<a href="mailto:Nukutau.pokura@cookislands.gov.ck">Nukutau.pokura@cookislands.gov.ck</a>
Neil Maharaj	FCOSS	Fiji	<a href="mailto:projects@fcoss.org.fj">projects@fcoss.org.fj</a>
Marcellus Akapito	MCS	Chuuk, FSM	<a href="mailto:markapito@gmail.com">markapito@gmail.com</a>
Betty Sigrah	MCS	Kosrae, FSM	<a href="mailto:capacity@ourmicronesia.org">capacity@ourmicronesia.org</a>
Patterson K Shed	UN	Pohnpei, FSM	<a href="mailto:pattersons@unops.org">pattersons@unops.org</a>
Ardos McEnroe	MOFA- Pacific Affairs	FSM	<a href="mailto:ardosmcenroe@gmail.com">ardosmcenroe@gmail.com</a>
Tereao Teigiia-Ratite	KANGO	Kiribati	<a href="mailto:tereeao.teingiaratite@usp.ac.fj">tereeao.teingiaratite@usp.ac.fj</a>
David Teaabo	SIS Desk Officer	Kiribati	<a href="mailto:david.teaabo@gmail.com">david.teaabo@gmail.com</a>
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\*SIS Officers have offered to support information dissemination to CSO networks, particularly in countries where there is no active Umbrella Organisation or CSO coordinating mechanism.

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