



HUMAN DIMENSION
S E M I N A R

**Promoting effective and integral justice systems:
How to ensure the independence and quality of the judiciary**

**21 – 23 November 2016
Warsaw, Poland**

GENERAL INFORMATION

1. Aim of the Meeting

According to the Helsinki 1992 Document, the Human Dimension Seminar (HDS), organized by the OSCE Office for Democratic Institutions and Human Rights (ODIHR), addresses specific questions of particular relevance to the Human Dimension and of current political concern.

The 2016 Seminar will address the topic of *Promoting effective and integral justice systems: how to ensure the independence and quality of the judiciary*. The objectives of the meeting are to:

- Assess and share current challenges facing participating States in the implementation of OSCE commitments in the area of rule of law, particularly judicial independence and the right to a fair trial;
- Exchange good practices aimed at promoting effective justice systems, ensuring independence and accountability of the judiciary, safeguarding access to justice and fair trial rights, preventing judicial corruption, strengthening judicial self-administration, promoting diversity in the judiciary, and enhancing the role of civil society as a watchdog for judicial independence and accountability; and
- Facilitate dialogue and mutual understanding on issues and concepts related to judicial independence and accountability between all relevant stakeholders, including State institutions, government authorities, the judiciary, legal professionals, civil society, and justice system end-users.

Additional information relevant to the seminar, including the annotated agenda, which will be made available in due course, can be found on the ODIHR website at https://www.osce.org/odihr/hds_2016.

2. Participation

Representatives of OSCE participating States and OSCE executive structures, representatives of inter-governmental organizations, the judiciary, legal professionals, representatives of civil society and researchers having interest in the topic are invited to participate in the HDS. The Partners for Co-operation are invited to attend and contribute with respect to their co-operation and links with the OSCE in the field. Civil Society organizations can find more information in the document 'Information for Civil Society'.

3. Registration

On-line registration for all participants is available at <http://meetings.odihr.pl> . Participants wishing to attend the meeting are requested to register latest by the deadline of Wednesday, 16 November 2016. Important note: registration after this date will be closed and registration on-site will not be available. Due to limited space, only up to five representatives per civil society and media entities will be allowed to attend.

Registered participants will be able to collect their badges at the meeting venue as of Monday, 21 November at the registration desk which will be open during the seminar:

- on Monday 21 November from 1 p.m. to 6 p.m.
- on Tuesday 22 November from 8 a.m. to 6 p.m.
- on Wednesday 23 November from 8 a.m. to 1 p.m.

Those participants who experience problems with registration are requested to contact Ms. Anna Sierant (contact details below).

Participation in the meeting is free of charge, although all travel and accommodation costs should be borne by participants. Civil society organizations are kindly requested to make their own travel and hotel arrangements. In order to assist the participants with accommodation, a booking form for the hotel where the seminar will take place, as well as a list of other recommended hotels in Warsaw, are available on the seminar website

4. Side events

Side events (SE) may be held on 22 November. To book a side event, please register first in the ODIHR Registration System and then proceed with the side event booking. The side events booking system is based on ‘first come, first served’ basis so participants are advised to enter the booking system immediately after the opening. The booking system will be open on Monday, 7 November, at 12.00 (CET) and will be closed by Sunday, 13 November, 23:59 (CET). No bookings will be accepted after this date. Additional information on the content and objectives of planned side events, timing and duration are available on HDS website, in the ‘Side Events Information’ document.

5. Modalities, Schedule and Logistics

Modalities: The modalities of the meeting are set out in accordance with the decision of the Helsinki Document 1992 as well as OSCE Rules and Procedures.

Venue: The Seminar will be held in the hotel Sofitel Victoria. The hotel is located in the centre of Warsaw at the following address:

Sofitel Victoria
ul. Krolewska 11
00-065 Warszawa.

At the venue, there will be a computer room for participants as well as a prayer room and nursing facilities. Exact location of the rooms will be available in the seminar’s manual.

Schedule: The seminar will start on Monday, 21 November, at 3 p.m. with the opening session. During this session the Chairman-in-Office, ODIHR Director and a representative of the host country as well as key-note speaker will present their opening remarks. The session

will also be open for comments or statements, however, only the delegations of participating States will have a right to speak during the opening session.

Two working sessions will follow:

- Working Group I: Selection, Promotion and Training of Judges: Impact on Judicial Accountability and the Integrity of the Justice System;
- Working Group II: The Role of Civil Society in Observing Judicial Independence and Accountability.

At the closing session, starting on Wednesday, 23 November at 10:00 a.m. the rapporteurs of the working sessions will present the reports from the working groups, there will be a time for delegations of participating States for their comments and for ODIHR's closing remarks. Only the delegations of participating States have a right to speak during the closing session.

The meeting will end on Wednesday, 23 November at 1:00 p.m.

The side events might take place on Tuesday, 22 November between 8.15 – 9.45 a.m. and 1:00 -2.45 p.m.

For details please check the Side Events Schedule on HDS website, prior to the meeting.

Seating: The usual seating for participating States will apply. Representatives of Partners for Co-operation, OSCE executive structures as well as representatives of civil society and international organizations will have a number of assigned seats. The exact seating map will be made available in the seminar manual distributed at the venue.

Interpretation: The meeting will be interpreted into the six official OSCE languages: English, French, German, Italian, Russian and Spanish.

Guidelines for debate: To ensure a free and interactive debate, participants are strongly discouraged from reading out prepared statements. Prepared statements, background documentation, comments or written materials may be submitted in advance for circulation at the Documents Distribution Desk and hence can feed into the discussion.

The moderator will help to ensure that the participants engage in a constructive debate aimed at achieving the meetings' objectives and improving the implementation of OSCE human dimension commitments and formulating recommendations.

List of speakers & speaking time: Participants are kindly asked to familiarize themselves with the rules on speakers list and speaking time.

Only the delegations of participating States will have a right to speak during the opening and closing sessions. All participants have equal access to the list of speakers in order to provide their contribution to each working session.

The speakers' list will be opened inside or just outside the plenary hall one hour prior to the start of each session. Earlier entries will not be accepted. To ensure that there is sufficient speaking time throughout the meeting, the list will be limited to 50 speakers per session and therefore might be closed before the start of the session, once the limit is reached.

Once the limit of 50 is reached, participants will be signed up, in order of appearance, on a reserve list. The reserve list will be used in case of no-shows from the main list. Participants signed up in the main and reserve list can agree exchange of places - subject to negotiation and agreement between them.

The moderator of the session will ensure that the order of the list of speakers is followed. In general the interventions should not exceed 5 minutes. In case there is a high number of participants wishing to speak, the interventions during working sessions might be limited to the time defined by the moderator and the moderator will be strict with this. 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 to facilitate interpretation).

A (representative of an) organization/institution/participating State can speak only once during a session. If the speakers list is exhausted before the end of the working session, the remaining time might be made available for questions or for other participants who have not had a chance to speak on a particular issue addressed earlier.

Participants are kindly requested to read the meeting's manual for the guidelines.

Right of reply: At the end of working sessions as well as at the opening and closing plenary participating States will have the possibility to exercise their right of reply. Participating States should indicate to the moderator early enough before the end of the session their wish to exercise their right of reply so sufficient time is allocated.

Display of documents: Participants may display information materials on the tables in the lobby of the plenary hall room. There will be the necessary facilities for the display and distribution of relevant publications, documents and information materials outside the plenary hall.

Distribution of documents: Any participant wishing to distribute documents during the Human Dimension Seminar will only be able to do so through the Documents Distribution System (DDS), in accordance with special guidelines (see the guidelines document at the Seminar website). All documents submitted for distribution during the meeting will be scanned, uploaded to the system and available electronically at the venue through a number of computer terminals. Participants will have the possibility to request printed copies or to have documents sent by e-mail. The distribution email address is hds@odihr.pl.

Meeting's Manual: Detailed information for participants of the meeting, including the information about the logistics, organization as well as the schedule of social events schedules and contact information for diplomatic representations in Warsaw will be available in the meeting's manual.

Contact information:

Overall co-ordination of meeting: Ms. Kamila Czerwinska at kamila.czerwinska@odihr.pl
or +48 22 5200 657

Programme matters: Ms. Michelle Brady at Michelle.Brady@odihr.pl, Tel: +48 22 5200
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Coordination of side events: Mr. Ireneusz Stepinski at ireneusz.stepinski@odihr.pl or +48 22 5200 658

Registration of participants: Ms. Anna Sierant at hdmeetings@odihr.pl or +48 22 5200 627

Distribution of documents: hds@odihr.pl