

ORGANIZATIONAL MODALITIES OF THE 2011 ANNUAL SECURITY REVIEW CONFERENCE

Vienna, 29 June–1 July 2011

Background

The Tenth Meeting of the OSCE Ministerial Council, at Porto, by adopting its Decision No. 3, dated 7 December 2002, established the Annual Security Review Conference (ASRC) to provide a framework for enhancing security dialogue and for reviewing security work undertaken by the OSCE and its participating States, to provide an opportunity to exchange views on issues related to arms control and confidence- and security-building measures, and to promote the exchange of information and co-operation with relevant international and regional organizations and institutions.

Organization

A representative of the Chairperson-in-Office will chair the opening and closing sessions. The Secretariat will issue a journal of the Conference.

Each working session will have one moderator and at least one rapporteur. The Conflict Prevention Centre (CPC) will serve as co-ordinator for preparing the sessions.

The contribution of the Forum for Security Co-operation (FSC) will be made in accordance with its procedures, mandate and competences. The FSC contribution to the ASRC includes the chairing of the third working session by a member of the FSC Troika or the Director of the CPC.

The Rules of Procedure of the OSCE will be followed, *mutatis mutandis*, at the Conference. Also, the guidelines for organizing OSCE meetings (Permanent Council Decision No. 762) will be taken into account.

Interpretation from and into all six working languages of the OSCE will be provided at the opening, working and closing sessions.

The Chairmanship will co-ordinate the preparation of the ASRC with the FSC Chairperson and the OSCE Secretariat.

The Chairperson-in-Office will distribute a comprehensive report on the Conference before the summer recess.

The Press and Public Information Section (PPIS) will inform the press, as appropriate.

Participation

The participating States are encouraged to be represented at a high level, by senior officials from capitals, responsible for security-related policy in the OSCE area.

The OSCE institutions will participate in the Conference, as will the Secretary General and the CPC. The OSCE Parliamentary Assembly and the Partners for Co-operation will be invited to participate.

The Chairmanship may also invite some heads of OSCE field operations to participate in the Conference. Consideration should be given to the possibility of inviting heads of field operations to be present as keynote speakers or moderators.

The international organizations that may be invited are the security-related organizations mentioned in Permanent Council Decision No. 951 of 29 July 2010.

Consideration is to be given to the possibility of inviting security-related scientific institutes, think tanks of international standing, and NGOs to send keynote speakers or to be represented as members of national delegations.

General guidelines for participants

The work of the ASRC will be conducted in six sessions. The opening session is intended to provide an opportunity for formal statements to be delivered and to set the stage for substantive, focused and interactive discussions at the working sessions. The opening session will include the welcoming remarks by the Chairperson-in-Office or his representative and the report by the FSC Chairperson. The Chairmanship will explore the possibility of inviting high-level special guest(s) to address the Conference.

The working sessions will concentrate on one topic, introduced by one or two keynote speakers, whose addresses may be followed by a discussion of relevant subtopics that are mentioned in the agenda.

The aim is an interactive and free-flowing discussion.

In order to reinforce the effectiveness of security activities across all three dimensions of the OSCE, it is expected that, at each of the sessions, the interfaces of security, and also the question of co-operation with other international organizations, will be addressed.

To promote interactive discussion, the formal statements at the opening session and the interventions at the working sessions should be as concise as possible and should not exceed five minutes in length. Prior circulation of statements and interventions will enhance the possibility for engaging in discussion.

By 14 June 2011, the participants in the Conference should inform the OSCE Secretariat of the composition of their delegations to the ASRC, in response to the information circular regarding organizational aspects of the Conference which will be sent out by the OSCE Secretariat.

By 20 June 2011, the participating States and other participants in the Conference are invited to submit any written contributions they may have, including those that contain reactions to the keynote speeches.

Written contributions should be submitted to the Conference Services, which will then distribute them. The information could also include contributions from OSCE institutions and other international organizations, if appropriate.

Guidelines for keynote speakers

The contributions of the keynote speakers should be focused on the subject of the relevant session, thus setting the scene for the discussion at the sessions, and should stimulate debate among delegations by raising appropriate questions and suggesting potential recommendations based on OSCE realities.

The maximum available speaking time is 20–25 minutes per keynote speaker.

Keynote speakers should be present during the entire session at which they are speaking, and should be ready to engage in the debate following their presentation.

To enable delegations to prepare themselves, keynote speakers should provide a written contribution and their biographical synopsis to the CPC by 14 June 2011. In their presentations, keynote speakers should touch on the highlights of their written contribution.

Guidelines for moderators and rapporteurs

The moderator chairs the session and should facilitate and focus the dialogue among delegations. The moderator should stimulate the debate by introducing items related to the subject of the opening and working sessions, as appropriate, in order to broaden or focus the scope of the discussion.

The rapporteurs' written reports should address issues raised during the relevant sessions, and should cover problem areas, improvements, suggestions made at the session, and other relevant information.

Personal views shall not be advanced.

Guidelines for the participation of other international organizations

International organizations may participate in all the sessions. They are invited to concentrate their contributions on aspects of co-operation with the OSCE within the scope of the relevant session.

International organizations should provide factual information, useful for the participants of the ASRC, to the Conference Services by 20 June 2011.