
151st Plenary Meeting

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DECISION No. 214**AGENDA, TIMETABLE AND OTHER ORGANIZATIONAL MODALITIES
OF THE HUMAN DIMENSION SEMINAR ON
OMBUDSMAN AND NATIONAL HUMAN RIGHTS PROTECTION INSTITUTIONS**

(Warsaw, 25-28 May 1998)

I. AGENDA

1. Opening of the Seminar
2. Plenary: Keynote speech(es) and presentation of the different types of Ombudsman and Human Rights Protection Institutions, their mandate and importance for every citizen
3. Discussion in four groups on: practical and internal management of newly established ombudsman/human rights protection institutions (DG 1), ombudsman/human rights protection institutions and their relationships with public authorities and the judiciary (DG 2), the preparation of national human rights education plans (DG 3), the development of existing and emerging European and regional networks of ombudsman/national human rights protection institutions (DG 4)
4. Summing up and closure of the Seminar

II. TIMETABLE AND OTHER ORGANIZATIONAL MODALITIES

1. The Seminar will be organized in close co-operation with the United Nations Development Programme, the Council of Europe and the Polish Ombudsman Office. The European Ombudsman Institute and the International Ombudsman Institute will be invited to co-operate.
2. The Seminar will open in Warsaw on Monday, 25 May 1998 at 3 p.m. It will close on Thursday, 28 May 1998 at noon.
3. All Plenaries and the Discussion Groups will be open.
4. The closing Plenary, scheduled for Thursday morning, will focus on practical suggestions for dealing with the issues raised during the Discussion Groups and possible commitments to develop ombudsman/national human rights protection institutions and to enhance contacts among them.

Discussion Group 1: Practical and internal management of newly established ombudsman/human rights protection institutions

Topics may include:

- Budget and financial requirements;
- Legal Framework;
- Office equipment;
- Procedures for applications and complaints;
- Confidentiality of applications and complaints;
- Location(s) of the office;
- Office structure and organigram.

Discussion Group 2: Ombudsman/human rights protection institutions and their relationships with public authorities and the judiciary

Topics may include:

- Relation with the judiciary, especially with the procurator and the constitutional court;
- Relation with the government, especially with police and prison officials;
- Relation with the parliament.

Discussion Group 3: The preparation of national human rights education plans

Topics may include:

- Presentation of the Guidelines for National Plans of Action for Human Rights Education prepared by the Office of the United Nations High Commissioner for Human Rights;
- The interest of having a national plan;
- Principles governing a national plan;
- Practical steps towards a national plan.

Discussion Group 4: The development of existing and emerging European and regional networks of ombudsman/national human rights protection institutions

Topics may include:

- Presentation of ongoing initiatives: the European Ombudsman Institute, the International Ombudsman Institute, the European Meeting of Human Rights Protection Institutions (steering group presently chaired by the Danish Human Rights Center), UNDP, UNHCHR, Council of Europe, bilateral contacts of institutions, the Office for Democratic Institutions and Human Rights;
 - How to develop a common network and synergies: mutual training activities, a common Internet site, exchange of information.
5. The Plenary and Discussion Group meetings will take place according to the Work Programme below.
6. An ODIHR representative will chair the Plenary meetings.
7. Standard OSCE rules of procedure and working methods will be applied at the Seminar.

WORK PROGRAMME

Working hours: 10 a.m. - 1 p.m.
3 p.m. - 6 p.m.

	Monday, 25 May 1998	Tuesday, 26 May 1998	Wednesday, 27 May 1998	Thursday, 28 May 1998
Morning		DG 1 DG 3	DG 2 DG 4	PL
Afternoon	PL	DG 1 DG 3	DG 2 DG 4	

PL - Plenary Meeting
DG - Discussion Group