



## **Women's Rights and Gender Equality Working Group (WRGEWG)**

### **Draft Terms of Reference**

The **WRGEWG** was created as part of the Arab-European Human Rights Dialogue's strategy of addressing, in depth, specific women's rights and gender equality issues in the Arab World as well as Europe that resulted from the Arab-European High-Level Dialogue meeting in Doha in March 2010. Focus areas/themes of the Working Group will be decided upon in consensus at the first working group meeting on 9-10 May 2010, based on Doha Statement's recommendations of the Fifth Arab-European Human Rights Dialogue meeting (AEHRD) that took place in Doha-Qatar in March 2010. The Working Group is a thematic forum which will design and prepare specific studies policies and projects, advise the Dialogue Secretariat, and ensure the effective delivery of the mandate and agenda of the Arab-European Human Rights Dialogue. Also, the Working Group contributes to active networking including inter-active exchanges and learning with NHRIs and civil society organizations and networks in both the Arab World as well as Europe. In addition, the working group shall capacity build both individual NHRIs' members and other member organisations of other Working Group of the AEHRD, as well as of the Working Group itself.

In addition to the work and activities which it carries out within the framework of its specific studies and projects, the Working Group is intended to become a forum for dialogue and exchange between the member NHRIs from 14 various European and Arab countries with diverse cultural and professional backgrounds and experiences.

In order to ensure efficiency and clarity in modus operandi of the working group and to ensure a common understanding of the functionality of the Working Group -, a definition of clear rules must be adopted in order to organize the way Working Group is formed and how it should function.

### **Nature and Composition of the Working Group**

- The Working Group is comprised as follows:
  - Members of the Working Group
  - A Facilitator /Coordinator elected by the members of the Working Group itself., A Coordinator, member of the secretariat

- An expert, will be selected, to be the working group's reference to guide the working group and to provide an advice on the latest human rights issues pertaining to the working group's theme in coordination with the Dialogue Secretariat. The expert is selected by the Dialogue Secretariat in coordination with the Working Group; who should be member of the Working Group.
- The Dialogue Working Group is established upon a decision of the Dialogue high-level meetings in coordination and with facilitation from the Dialogue Secretariat.
  - The Working Group may invite resource persons to their meetings, either on a regular or an ad hoc basis.
  - The number of members in the Working Group should not, in principle, be below 7 and above 20.
  - Any NHRI or member organization of the Dialogue can only be represented by maximum two persons in the in each of the Dialogue Working Group.
  - there will be three Working Group functioning under the AEHRD; 1) Counterterrorism, 2) Migration 3) Women's Rights and Gender Equality
  - Members of the Working Group are selected for a period of max. three years.
  - The Dialogue Secretariat will issue a call for participation in the Working Group every three years to be announced and organized on the margins of future high-level dialogue meetings and to be followed up by the Secretariat through electronic mails.
  - In Coordination with the Dialogue Secretariat, Members of the Working Group should commit themselves, on one hand, to inform their NHRIs about the work undertaken by the Working Group and, on the other hand, to inform regularly the other Working Groups about the activities undertaken by their organizations, and more generally the situation in their own countries, regarding the topics covered by the Working Group' specthe Working Group/Thematic Forums and must commit themselves to engage actively in the discussions and the work of the Working Group. Similarly, they must commit themselves to attend, as far as possible, all Working Group meetings.
  - Efforts should be made to ensure equal participation of men and women in the Working Group.
  - The representative chosen by NHRIs and other member organizations shall regularly report within his/her organisation about the activities and the achievements of the Working Group and shall provide the Working Group with information on the activities and achievements of her/his organization and the situation in her/country concerning the Working Group's field of work. S/He shall also attend all meetings and events organised by the Working Group.

## **Roles and Responsibilities of the Working Group' Members, Coordinators and Experts**

### **1. Members:**

- Engage in the discussions, actions and project activities undertaken by the Working Group
- Attend all meetings and events organised by the Working Group;
- Provide regular information to the Working Group about the situation in their country regarding the Working Group's theme as well as her/his organization's activities and policies in this field;
- Report regularly to their own organisation about the activities and results achieved by the Working Group.
- Act as referents within their own organisations regarding the Working Group theme
- Communicate regularly with the Working Group Expert and the other members of the Working Group

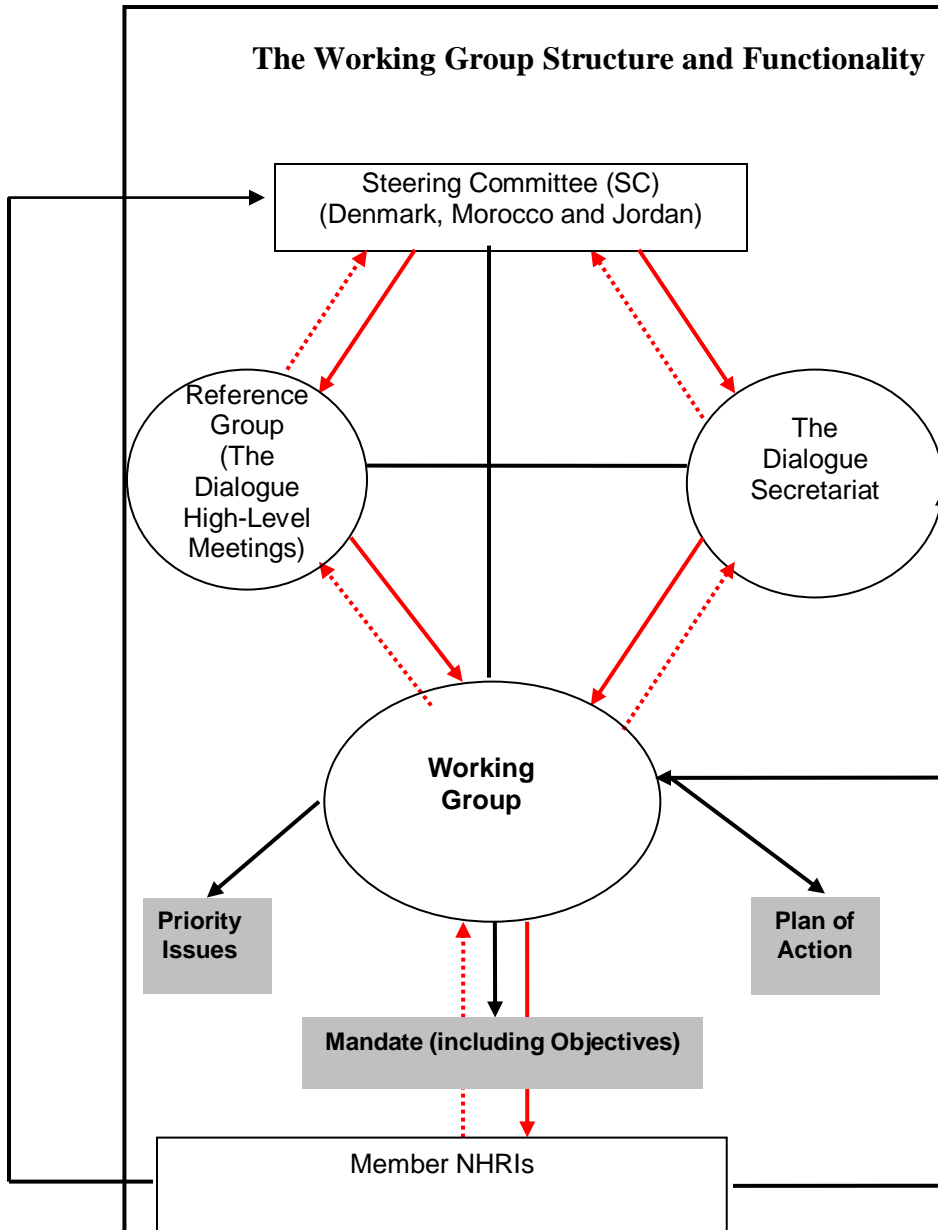
### **2. The Working Group Expert:**

- Ensures that the decisions of the high-level dialogue meetings and the Dialogue Secretariat are communicated to the Working Group members
- Attends the high-level dialogue meetings
- Attends the meetings of the Working Group
- Gives input regarding the Working Group's field of activity;
- Ensures that the Working Group's action remains within its mandate and is in line with the Dialogue's mission, values and objectives.
- Encourages communication between members in-between meetings;

## **The Working Group Structure and Functionality**

See diagram on the next page

## The Working Group Structure and Functionality



The SC takes on the overall responsibility for the Dialogue's strategy and implementation, approves the plans of actions and delegates responsibility to the Dialogue's Secretariat. All strategic decisions of the Dialogue Process will be taken by the Steering Committee. The Dialogue's Programme Manager participates in all SC meetings and provides relevant feedback

The Reference Group is the high-level dialogue meetings and advises the SC and the Dialogue's Secretariat, which both take part in the overall development of the Working Group's mandates.

The Secretariat supports the SC as well as the Working Group and is overall responsible for administration, coordination, reporting etc. Comprised of the Dialogue Programme Manager and the Moroccan and Jordanian NHRIs' Coordinators

The Working Group is responsible, in cooperation and coordination with the Dialogue Secretariat, to follow up and mainstream the policy recommendations of the dialogue high-level meetings into regional and national action plans

The Working Group conducts studies and implement projects in full consultation with the Dialogue Secretariat and the respective NHRIs, as well as other relevant organizations and resource persons.

