

Annex A1

Timetable

- Establish key UPR dates
 - o these are available for each State at www.upr-info.org/en/review and <http://www.ohchr.org/EN/HRBodies/UPR/Pages/NgosNhris.aspx>
 - o For example, the date for:
 - The submission of your parallel report
 - The UPR Working Group session
 - UPR Info's 'pre-session'
 - See [UPR Info Pre-Session – Annex E](#)
 - The UN HRC Plenary Session
 - The mid-term report

- Establish dates for your internal work-schedules and authorisation processes
 - o Work in parallel with your [Stakeholder Engagement Strategy – Annex A3](#)
 - o For example, the date for:
 - National consultations
 - Your internal drafting period
 - Finalising the report

An example:

UPR		Internal	
24/05/2012	Last UPR		
		12/2014	Review best practice and impact of previous UPR work, and train new staff
01/2015	Mid-term Reporting	01/2015	Sign-off report and submit
		02/2015	Disseminate report
07/2015	National Consultation	07/2015	Awareness raising on website and with key stakeholders
		08/2015	Run regional conferences with stakeholders
		10/2015	Background research
03/2016	Drafting period	01/2016	Prepare first draft
		03/2016	Refinement of drafting

		25/05/16	Sign off on parallel report
01/09/2016	Parallel Report Submission	09/2015	Local Awareness raising
		12/2015	Engagement with officials
		01/2015	Liaise with Embassies
02/2017	Organise UPR Info Session and Geneva		
		07/2016	Civil society engagement
		09/2016	Submit final report
01/2018	Next UPR		