

# Annex A3

## Stakeholder Engagement Strategy

A Stakeholder Engagement Strategy is a process to identify the relevant stakeholders and organisations you should be engaging with, with the objective of communicating organisational messages and building relationships to support your UPR parallel reporting process.

- Conduct initial desktop research – scan previous concluding observations and internal documents (for example your previous Annual Statements) to get an idea of issues, as well as State’s national report to the Treaty body
- Conduct a search of Treaty database to ascertain which CSOs have previously submitted parallel reports to the previous Treaty bodies
- Scan CSOs to gather evidence of recent research, policy briefings or submissions on relevant issues
- Create a table/database listing the issues, which organisations have previously submitted, which issues/rights or expressed concerns/interests in the issues and gather contact details
- Organise meetings with Government Department/Ministries officials and CSOs. Some of these meetings may be conducted where you are aware that organisations have raised similar issues or whether joint submissions have been made. Otherwise the meetings have taken place on a one to one basis
- During these meetings, give an explanation of the Treaty and the monitoring process and your NHRI’s role in making submissions as not all organisations will have participated in a Treaty monitoring process
- In engagement meetings discuss what has been previously raised and ascertain whether the issues are still relevant and whether any new issues have emerged that would be of interest to the relevant UN Committee
- From meetings, ascertain whether the organisations have any up to date evidence and data on the issues in the form of research/ conference reports, annual reports, policy submissions etc.
- It is also useful to ascertain in meetings whether there are any other organisations or individuals that would be useful to contact that have conducted work in the area
- During the meetings, ascertain whether organisations are submitting and advise CSOs that they can submit a parallel report of their own, if possible. Provide contact details of Treaty body secretariat where needed
- Engagement may also include follow up via phone calls/emails to get clarity on issues

- Ensure a copy of the report is sent to the relevant stakeholders after the report has been approved by NHRI and sent to the Treaty body

An example:

<b>Categorised issues from last Recommendations</b>	<b>Possible Gov. Deps/Mins and NGOs/CSOs identified</b>	<b>Engagement arranged (include dates)</b>	<b>Section drafted</b>
Right to Social Security re: non-nationals;	NI Equality Commission, Law Centre NI, Red Cross		
Protection of family, mother and children -Childcare -Domestic Violence -Child and Forced Marriage -FGM -Human Trafficking	Law Centre NI, Advice NI, Red Cross, Romanian Roma Community Association		
Right to an adequate standard of living -poverty (child poverty, anti-poverty strategy) -Food banks -Housing -Homelessness -Traveller Accommodation	WSN, Women's Aid Federation, Save the Children		-Section drafted on FGM on XX/XX/XXXX