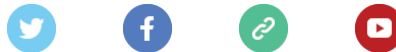

Update on the Drafting of the Background Papers for the 2020 Summit



Update on the Drafting of the Background Papers for the 2020 Summit

Dear Friends of the Forum,

The Chair is pleased to inform Friends of the Forum that the process of drafting the background papers for the Summit Roundtables will be launched this week.

The GFMD 2020 Roundtables are open to all interested Member States, GFMD Observers and representatives of the GFMD Mechanisms. To help ensure consistency and coherence across the Roundtable sessions, the six Thematic Leads who supported the online Regional Consultations will assist the preparatory process leading to the GFMD Summit Roundtable sessions.

In line with the state-led character of the GFMD process, the preparatory process for the GFMD 2020 Roundtable Sessions will have two phases, as described in detail below. Throughout the process, the UAE Chair, with the assistance of the UAE Taskforce and the GFMD Support Unit, will provide coordination and logistical support.

Phase I – Practitioner Groups

(July – 30 September)

The main objective of the Practitioner Groups (click [here](#) for the updated list of members) is to ensure that Governments lead the process of conceptualizing and producing the first draft of the background papers, to be discussed at the first preparatory Roundtable Team meetings on October 1st. The Practitioner Groups are co-chaired by Member States , and

open to voluntary participation by other interested Member States, as well as designated representatives of the GFMD Mechanisms (for civil society, business and mayors / local authorities).

Each Practitioner Group will be assisted by the relevant Thematic Lead, who will hold the pen and produce the first draft background paper, based on outcomes of the online regional consultations and inputs from the Practitioners Group Co-Chairs and Members.

The Thematic Leads are expected to synthesize the discussions and help identify gaps and opportunities for policy and practice intervention.

All six Practitioner Group will hold one internal consultations between 14 to 21 September (click [here](#) for the schedule of meetings), to produce and **deliver to the UAE Chair the first draft of the background papers by September 28th**. The UAE Chair will then circulate these papers to the GFMD Friends of the Forum before the first preparatory meetings of the Roundtable Teams on October 1.

Phase II – Government-led Roundtable Teams

(1 October – Thirteenth GFMD Summit)

Building on the composition of the Practitioner Groups, the Government-led Roundtable Teams will also include interested GFMD Observers – i.e. international organizations and other non-state stakeholders that have volunteered to contribute their thematic expertise in the preparation of the Roundtable background papers.

Membership of Roundtable Teams remains open to Member States and Observers who wish to participate. To sign up, please write to the Support Unit (support.unit@gfmd.org) to attend the meetings on 1st October.

The first preparatory meetings of the Government-led Roundtable Teams will be held on 1st October in Geneva, subsequent to the presentation of the background papers at the Friends of the Forum. Participants will have the option to participate virtually. These meetings will focus on the first draft of the background papers, with the aim of soliciting comments and inputs from the Roundtable Team members. The Roundtable Teams may also consider the format and structure of the envisaged Roundtable sessions at the Thirteenth GFMD Summit in January 2021.

After the October 1 meeting, the **Roundtable Co-Chairs, assisted by the respective Thematic Leads, will revise the draft papers and produce the second versions by November 16th**, to be circulated by the UAE Chair ahead of the second Roundtable Team preparatory meetings on December 4th. Thereafter, the Roundtable background papers will be finalized for timely distribution before the Thirteenth GFMD Summit.

The 2020 Government-led Roundtable Teams: Key Roles and Deliverables

Co-Chairs

The Roundtable Co-Chairs are expected to lead the process of a) producing the background papers and b) organizing the actual Summit Roundtable sessions (e.g., deciding on the format and structure of the session and the key actors involved). They will guide and facilitate the discussion, submission of inputs, prompt delivery of the draft versions of the background papers to the UAE Chair, and other organizational aspects of

the work of the Roundtable Teams.

Members

Governments, GFMD Observers and the GFMD Mechanisms are expected to play an active role in the lead up to the Summit Meeting, including by attending the scheduled preparatory meetings of the Roundtable Teams on October 1st and December 4th, giving their perspective on the issues and guiding questions covered by the Roundtable session, providing comments and inputs for the background paper, helping with the overall organization of the RT session, and ensuring their government / organization's participation in the actual Roundtable session.

Thematic Lead

The assigned Thematic Lead for each Roundtable session will assist the Roundtable Co-Chairs and accompany the Roundtable Teams in each preparatory step leading to the Summit, including participation in the Roundtable Team preparatory meetings, and the Summit Roundtable. Crucially, the Thematic Lead will hold the pen during the drafting process, and work with the Co-Chairs in integrating inputs that have been received from Roundtable Team members, as well as in revising and finalizing the Roundtable background papers.

Session Rapporteur

The Roundtable Session Rapporteur will summarize the main outcomes of the actual debate at the Thirteenth GFMD Summit. During the session, the Rapporteur is expected to extract the key points from each presentation and to keep track of the debate during the open discussion. The Session Rapporteur then presents a synthesis of the discussions and conclusions at the end of the Roundtable session, and in a plenary session of the Summit. After the session, the Rapporteur will deliver a short written report to the GFMD UAE Chair, highlighting the outcomes of the session.

Given the crucial role of the Session Rapporteur, the Roundtable Co-Chairs are advised to identify by October 1 a Session Rapporteur, ideally a Member State of the Government-led Roundtable Team. The Session Rapporteur will then take an active part throughout the preparatory process.

Indicative Timeline for the 2020 Government-led Roundtable Teams

Date	Activity / Deliverable
August - September	Preparatory Meetings of the GFMD 2020 Practitioners Groups to prepare the first drafts of the RT background papers
28 September	Distribution of the first draft RT background papers to the Friends of the Forum
1 October	First Preparatory Meetings of the Government-led Roundtable Teams <ul style="list-style-type: none"> Initial exchange of ideas and collection of inputs for the Roundtable background paper and organization of the actual Roundtable session in January 2021
16 November	Submission of Second version of the Draft Roundtable Background papers to the UAE Chair <ul style="list-style-type: none"> Thereafter, distribution of the papers to the Friends of the Forum

4 December	Second Preparatory Meetings of the Government-led Roundtable Teams to finalize the Roundtable background papers
4 – 31 December	Finalization and translation of the background papers
4 January 2021	Distribution of Final versions of the Roundtable background papers
11 - 15 January 2021	Thirteenth GFMD Summit in Abu Dhabi

We are grateful for your cooperation and assistance throughout this process.

Sincerely,



Abdulla Ali Alnuaimi
On behalf of the GFMD 2020 Chair



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