
Arrangements for accreditation adopted at the first session of the Preparatory Committee (Geneva, 1-5 July 2002)

Arrangements for accreditation

In order to participate in the PrepComs and the Summit accreditation is needed.

Those non-governmental organizations currently in consultative status with ECOSOC and ITU Sector Members, that wish to attend the Preparatory Committee meetings and the Summit must inform the Executive Secretariat and register to participate. As a rule, they shall be considered as accredited. The list of such non-governmental organizations shall be circulated to Member States two weeks before the session of the Preparatory Committee¹.

Those non-governmental organizations, civil society and business sector entities not covered in the previous paragraph, but wishing to attend and contribute may apply directly or through their governments to the Executive Secretariat of the Summit for that purpose. The application requires the submission of the following information:

- a) name of the organization/entity and pertinent contact information, including address and main contact;
- b) legal status;
- c) year of establishment;
- d) purpose of the organization/entity;
- e) a list of the members of the governing body of the organization/entity and their countries of nationality;
- f) a description of the membership of the organization, indicating the total number of members, the names of organizations that are members and their geographical distribution;
- g) programmes and activities in areas relevant to the subject of the Summit and indicating in which country, or countries, they are carried out;
- h) copies of the annual reports, with financial statements and a list of financial sources and contributions, including governmental contributions, if applicable;
- i) a copy of the constitution and/or by-laws of the organization;
- j) a completed pre-registration form prepared by the Executive Secretariat;
- k) confirmation of the activities of the organization at the national, regional or international levels.

These may be submitted by mail or by fax to the Executive Secretariat. The deadline for submitting

¹ In this context, the ECOSOC resolution 1996/31 shall apply.

accreditation applications is six weeks before the start of each Preparatory Committee meeting. The Executive Secretariat will review the relevance of the work of the applicants on the basis of their background and involvement in information society issues. It shall seek the assistance of the UN Non-governmental Liaison Service, in this context. In its evaluation, the Executive Secretariat will ensure that NGOs, civil society and business sector entities whose applications are rejected or whose accreditation has been cancelled do not apply under new names. If the evaluation shows, on the basis of the information provided, that the applicant is competent and its activities relevant to the work of the Summit, the Executive Secretariat will make recommendations to the Preparatory Committee for its decision on the accreditation of those NGOs, civil society and business sector entities. In cases where such recommendation is not made, the Executive Secretariat will make available to the Preparatory Committee meeting the reasons for not doing so. The Executive Secretariat will circulate its recommendations and the reasons for them to Member States two weeks before the start of each committee meeting. This document will be circulated in the languages of the PrepCom and would contain separate recommendations for all the different categories. Member States may be provided by the Executive Secretariat upon request additional information referred to in paragraphs a) to k). In case the above conditions are not met, in a way that impedes a sufficiently informed decision, the PrepCom may defer its decision regarding the applicant(s) concerned until its next meeting.

Accreditation is a continuous process. An organization that has been granted accreditation according to these rules² to attend a session of the Preparatory Committee meeting may attend all subsequent preparatory sessions, as well as the Summit unless the PrepCom or the Summit decides otherwise.

² It is understood that all accreditation at the first session of the Preparatory Committee was provisional and needs to be reviewed in the light of the present rules at its second session.