



**PARTICIPATION OF SOCIAL ACTORS
IN THE ACTIVITIES OF THE SUMMITS
OF THE AMERICAS PROCESS**

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**Participation Guide for Civil Society and Social Actors in the
Preparatory Phase of the Eighth Summit of the Americas**

This guide aims to provide civil society and social actors with information on their participation in the activities taking place during the preparatory phase of the Eighth Summit of the Americas scheduled to be held in Peru in April 2018, so that they can prepare and present recommendations to the countries involved in the Summits process.

The guide includes information about the Summits process, the methodology for participation in the preparatory phase, preparatory activities and parallel events of the Eighth Summit, schedule of activities, and contact information.

The preparatory phase is an opportunity for civil society and other social actors to influence the process by formulating recommendations. This document explains how their inputs will be prepared and presented to the countries participating in the Summits process.

I. Summits of the Americas Process

The Summits of the Americas process is an effective regional dialogue mechanism that brings together the Heads of State and Governments of the Americas to discuss common issues, find solutions, and develop a shared vision for future socioeconomic and political development in the region. The declarations, topics, initiatives, and mandates that arise from the Summits reflect the will to develop effective, practical, solidarity-driven solutions to the problems faced by the citizens of the Americas.

A wide range of actors are involved in the process, both before and after each Summit,: countries involved in the Summits process that make up the Summit Implementation Review Group (SIRG);¹ participants in OAS ministerial meetings; the institutions of the Joint Summit Working Group (JSWG),² which is chaired by the OAS; civil society organizations, and other interest groups,

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1. The SIRG is the core management body of the Summits Process and is comprised of government officials of the countries of the hemisphere, which are represented in the SIRG by their appointed National Coordinators.
 2. The JSWG coordinates the support provided by 12 inter-American and international institutions to the Summits process. Those institutions are: Organization of American States, Inter-American Development Bank, Economic Commission for Latin America and the Caribbean, Pan American Health Organization, World Bank, Inter-American Institute for Cooperation on Agriculture, Central American Bank for Economic Integration, Development Bank of Latin America, Caribbean

including young people, people of African descent, indigenous peoples, the private sector, and academia.

Thus far, there have been seven (7) Summits of the Americas and two Special Summits.

The Eighth Summit of the Americas will be held in Lima, Peru on April 13 and 14, 2018.

The Government of Peru has proposed “**Democratic Governance against Corruption**” as the theme of the Eighth Summit, with the following subthemes:

- Democratic Governance and Corruption;
- Corruption and Sustainable Development;
- Cooperation, International Institutions, and Public-Private Partnerships.

The Summits process has three phases:

- Preparatory phase (September 2017 to March 2018),
- The Summit itself and parallel forums (April 2018), and
- Implementation and follow-up of the commitments adopted at the Summit (continuous phase).

II. Participation Methodology for Civil Society and Social Actors

The participation of civil society and social actors in the preparatory process for the Eighth Summit will occur using a mixed approach, consisting of national consultations, work in thematic coalitions, and a Hemispheric Dialogue.

The recommendations arising from each activity with civil society and social actors during the preparatory phase of the Eighth Summit will be presented to the countries involved in the Summit Implementation Review Group (SIRG).

Creation of Coalitions

In addition to the national consultations and in order to foster broad, fair, and inclusive participation in the preparatory process of the Eighth Summit of the Americas and activities immediately preceding the Summit, civil society organizations and social actors are invited to organize self-conducted hemispheric thematic coalitions.

For the purposes of the Summit, “thematic coalition” is to be understood as a group of at least 10 organizations and/or social actors with similar positions related to at least one of the three subthemes.

The main objective of the coalition work is to strengthen the influence of organizations and social actors during the Summits preparatory phase.

Development Bank, International Organization for Migration, International Labour Organization, and United Nations Development Programme.

This methodology will also allow those organizations or social actors unable to attend face-to-face activities throughout the process to join a coalition to participate in the process virtually.

Each coalition should ensure a regional balance among its members, with representation from at least two of the four regions of the Americas (North America, Central America, Caribbean, and South America).

Work Procedures for Coalitions

- Each coalition will define its membership and internal procedures for the preparatory work for the Dialogue with High-Level Representatives of the Government.
- Each coalition will name a coordinator, who will be the point of contact with the organizers of the Summit
- Coalition meetings and/or exchanges will be held in **English or Spanish**, as these are the languages in which the activities will be conducted. If the coalitions include both English- and Spanish-speaking participants, coordinator interventions should be made in both languages.

Note: In order to ensure adequate time for coalition interventions during the Hemispheric Dialogue and the Dialogue with High-Level Representatives of the Government, Summit organizers reserve the right to merge coalitions expressing positions shared with another coalition on a specific theme. **The number of coalitions will be limited to a maximum of 15.**

In order for a coalition to be considered, the following information must be sent **no later than November 1, 2017**, to the e-mail address summitcso@oas.org:

- List of organizations and/or social actors comprising the coalition
- Name of the organization or social actor serving as coordinator of each coalition
- Coordinator contact information for each coalition

On November 10, 2017, **the final list of official coalitions** that will participate in Summit activities and their contact information will be published on social media accounts and on the Summits Secretariat webpage.

If an organization or actor does not belong to any coalition, Summit organizers may, upon request, direct them to one of the existing coalitions, so they may participate in the process.

The [Summits Virtual Community](#) will provide a workspace for coalitions and their respective members to coordinate their work in order to generate contributions for the dialogues planned as part of the Summit preparatory process and activities immediately preceding the Summit. These workspaces will be open beginning November 15, 2017.

Each approved coalition is asked to send the Summits Secretariat (summitcso@oas.org), no later than December 15, 2017, their order of preference for the subthemes, to efficiently coordinate their interventions during any Hemispheric Dialogue and Dialogue with High-Level Representatives of the Government planned as part of the process.

III. Preparatory activities for the Eighth Summit with the participation of civil society and social actors

In order to initiate a process of an ongoing dialogue with civil society and social actors, as well as to strengthen exchanges of ideas and recommendations on the theme of the Eighth Summit, the Government of Peru has envisaged holding the following activities:

1. Consultations with civil society and social actors

The **national consultation** is a virtual and face-to-face consultation (October 2017) with civil society representatives and social actors of the countries involved in the Summits process, in which participants can share opinions and make recommendations on the main subthemes of the Eighth Summit. The recommendations received will be presented to the countries involved in the Summits process at the Summit Implementation Review Group (SIRG) meeting in Lima, slated for November 2 and 3, 2017.

Virtual consultations are online forums and discussion groups hosted by the Summits Virtual Community (SVC), in which participants can share their opinions, interact with other participants, and make specific recommendations on issues related to the Summits process. Each virtual forum will be moderated by an expert on the topics under discussion, the aim being to encourage an open and inclusive dialogue. To participate in virtual consultations, please register in the SVC at <http://www.summit-americas.org/svc>.

A virtual consultation will be held October 9 to 20, 2017. After becoming a member of the virtual community, you will be granted access to the forums held.

Face-to-face consultations are onsite meetings held at the national level among representatives of civil society organizations and social actors from the countries involved in the Summits process. The purpose is to share opinions about the challenges facing the region and formulate recommendations in that regard. The Summits of the Americas Secretariat will work with OAS country offices to facilitate these national-level consultations.

The national face-to-face consultations will be held the week of October 23, 2017 in the countries involved in the Summits process. To secure a slot, please register in advance at the Eventbrite page of your respective country (www.summitamericas.eventbrite.com). Space is limited, so registration will be on a first-come, first-served basis. To ensure broad representation, we ask that registration be limited to one (1) representative per organization.

Invitations to national (face-to-face and virtual) consultations will be sent to the Summits Secretariat's list of contacts and published on its webpage and on social media.

2. Virtual dialogue in coalitions

An ongoing virtual space will be provided to each coalition through the [Summits Virtual Community](#), so they may coordinate their work and generate inputs for the Eighth Summit.

3. Briefings on the progress made by the coalitions

These briefings aim to provide a space for coalitions to present and share their progress with civil society and social actors in each country. Participants who do not belong to a coalition will have the opportunity to consider joining one and taking part in the work of the coalitions. The briefings will be held in February 2018 and the invitation will be posted to the Summits Secretariat webpage and on social media.

4. Hemispheric Dialogue

The Hemispheric Dialogue is a space where the spokespersons selected by each coalition can present and discuss the progress and recommendations made thus far by their coalitions on the subthemes. The outcomes of the Dialogue will then be presented to the SIRG.

The Dialogue will be comprised of one (1) spokesperson per coalition, selected by the members of each coalition. The Summits of the Americas Secretariat will cover the travel and lodging expenses for each coalition spokesperson.

We ask that coalitions limit their interventions to a single subtheme during the Hemispheric Dialogue. However, each coalition will have the opportunity to share recommendations pertaining to all subthemes and submit them in writing.

5. Submission of draft coalition inputs to be presented to the Dialogue between Social Actors and High-Level Government Representatives

The coalitions are requested to submit their draft initiatives regarding the subtheme of their choice, for its distribution among the countries involved in the Summits process, no later than March 23, 2018. This document will serve as the basis for the final report of the coalitions on the activities preceding the Eighth Summit.

IV. Parallel events of the Eighth Summit in Lima, Peru, April 2018

Peru, as the host country for the Eighth Summit, will provide a space for civil society organizations, young people, the private sector, and other social actors to meet in the days prior to the Eighth Summit, as well as an opportunity to dialogue with the High-Level Representatives of the Governments of the Americas. The events held in the framework of the Eighth Summit will be as follows:

The **Hemispheric Forum with Civil Society and Social Actors** is a space designed to offer participants the opportunity to obtain specialized information and encourage an exchange of opinions. The coalition format will be used.

The **Dialogue between Social Actors and High-Level Government Representatives** is a space where civil society representatives and social actors can engage with the high-level representatives of the countries involved in the Summits process.

A document outlining the participation guidelines for civil society and social actors in the days prior to the Eighth Summit will be distributed shortly. It will indicate the format for the events planned.

V. Schedule of Activities in the Preparatory Process of the Eighth Summit *

2017	
Launch of the theme for the Eighth Summit with civil society and social actors	July 20, 2017
Policy Dialogue on the theme of the Eighth Summit, Washington, D.C. Available at: https://youtu.be/uo3nS1DRcDQ	September 13, 2017
Second Regular Meeting of the SIRG in 2017, Washington, D.C.	September 14, 2017
Coalition training video through social media	October 5, 2017
National virtual consultation with civil society and social actors on the concept paper for the Eighth Summit	October 9-20, 2017
Document sent outlining the participation guidelines for civil society and social actors in the days preceding the Eighth Summit	October 16, 2017 (<i>to be confirmed</i>)
National face-to-face consultation with civil society and social actors	Week of October 23, 2017
Beginning of the application process to participate in the Eighth Summit (civil society and social actors)	November 15, 2017
Deadline for coalition training and submission of information	November 1, 2017
Third Regular Meeting of the SIRG in 2017, Lima, Peru	November 2-3, 2017
Publication of the final list of official coalitions that will participate in the events of the Eighth Summit	November 10, 2017
Launch of the virtual workspaces for each coalition in the Summits Virtual Community	November 15, 2017
- End of the application process to participate in the Eighth Summit (civil society and social actors) - Submission of the coalitions' order of preference for the subthemes	December 15, 2017

2018	
Progress report for each coalition, to be presented at the SIRG meeting in February 2018	January 20, 2018
Confirmation of accreditation of participants in the Eighth Summit of the Americas	February 1, 2018
First Regular Meeting of the SIRG in 2018 (venue TBD)	February 2018
National-level briefings on the progress made in the coalitions	February 2018
Accreditation deadline for the Eighth Summit (Online registration through the Eighth Summit website)	March 15, 2018

Hemispheric Dialogue with civil society and social actors	March 2018
Second Regular Meeting of the SIRG in 2018	March 2018 (<i>to be confirmed</i>)
Submission of draft coalition inputs to be presented at the Dialogue between Social Actors and High-Level Government Representatives	March 23, 2018
Accreditations issued	April 8-10, 2018
Civil Society and Social Actors Forum in the framework of the Eighth Summit	April 11 and 12, 2018
Dialogue between Social Actors and High-Level Government Representatives	April 12, 2018
Eighth Summit of the Americas	April 13 and 14, 2018

*The dates are estimates. Civil society and social actors will be notified in a timely manner of any change.

VI. Summits of the Americas Secretariat Contact Information

- For any queries, please contact us by email at summitcso@oas.org.
- For more information about the Summits process, please visit our website and follow us on social media:



www.summit-americas.org



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- Would you like to join the Summits Virtual Community? Please register at <http://svc.summit-americas.org/>.
- Would you like to receive email updates about Summits progress and implementation? Subscribe to our mailing list at <http://www.summit-americas.org/brief/subscribe.html>.
- Information will be sent in the coming weeks on accreditation and registration to participate in civil society and social actor parallel events during the Summit of the Americas.