

OHCHR Information Note for National Human Rights Institutions on the 2nd Cycle of the Universal Periodic Review

This note aims at providing National Human Rights Institutions (NHRIs) with information and guidance on how to contribute to the second and subsequent cycles of the Universal Periodic Review (UPR) of the UN Human Rights Council



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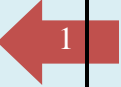
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«By its resolution 16/21 on the review of the work and functioning of the Human Rights Council, the Council strengthens the role of A-status national human rights institutions in the universal periodic review. National human rights institutions are encouraged to play an active role during the second cycle of the universal periodic review of the Human Rights Council (2012-2016). A-status national human rights institutions are encouraged to make use of their participatory rights as spelled out in Human Rights Council resolution 16/21”.

Secretary-General report on national institutions for the promotion and protection of human rights (A/66/274)
8 August 2011, paragraphs 96 and 97.

1. What is the UPR?

The Universal Periodic Review (UPR) is a mechanism established by the Human Rights Council (HRC), which aims to improve the **human rights situation on the ground** in each of the 193 UN Member States and address human rights violations wherever they occur.

It was adopted on 15 March 2006 through [resolution 60/251](#), which established the HRC. This resolution decided that the HRC shall “undertake a universal periodic review, based on objective and reliable information, of the fulfillment by each State of its human rights obligations and commitments in a manner which ensures universality of coverage and equal treatment with respect to all States; the review shall be a cooperative mechanism, based on an interactive dialogue, with the full involvement of the country concerned and with consideration given to its capacity-building needs...”.

The UPR is:

- ✓ A unique process which involves a review of the human rights records of all 193 UN Member States periodically.
- ✓ It is a cooperative mechanism based on objective and reliable information and on interactive dialogue. The UPR is led by the member states and allows the participation of relevant stakeholders, including non-governmental organizations and **national human rights institutions (NHRIs)**.
- ✓ The UPR is a State-driven process, under the auspices of the HRC, which provides the opportunity for each State to declare what actions they have taken to improve the human rights situations in their countries and to fulfil their human rights obligations.
- ✓ The UPR is designed to ensure equal treatment for every country when their human rights situations are assessed.
- ✓ It is a cooperative process which, by 2011, will have reviewed the human rights records of every country.
- ✓ Currently, no other universal mechanism of this kind exists. The ultimate aim of this new mechanism is to improve the human rights situation in all countries
- ✓ It is not designed to replace other human rights mechanisms, such as the treaty body monitoring system or Special Procedures, but to complement them.
- ✓ It is guided by a set of principles, including the promotion of the universality, interdependence, indivisibility and interrelatedness of all human rights.

2. How does the UPR work?

The UPR review is conducted through an **interactive dialogue** between the State under Review (SuR) and the HRC, which takes place in a working group of the 47 members of the HRC. The working group is an intergovernmental meeting, which UN entities, **NHRIs** and NGOs can attend. A group of three rapporteurs (**troika**) selected from different regional groups facilitates each country review. The review is based on three documents: a report prepared by the State and two reports prepared by OHCHR (a compilation of UN information and a summary of stakeholders).

After the working group session, the HRC meets in a **plenary session** to consider and adopt the outcome of the UPR; a one-hour meeting is devoted to each SuR. At the HRC plenary session, the SuR, Member States, Observers including UN entities, as well as stakeholders, including A-status **NHRIs** and NGOs with ECOSOC status, have the opportunity to make interventions. [A-status NHRIs](#) can take the floor after the country's delegation.

According to resolution 5/1, the review process is directed towards facilitating an outcome consisting of a summary of the proceedings, conclusions and/or recommendations, and the voluntary pledges and commitments of the State concerned. The outcome could include:

- an **assessment of the human rights situation** in the country, including positive developments and challenges faced by the country;
- sharing of best practices, emphasis on **enhancing cooperation** for the promotion and protection of human rights;
- provision **of technical assistance** and capacity building in consultation with and with the consent of the country concerned
- voluntary commitments and pledges made by the country reviewed.

The review is based on three documents:

¹ For the ICC Chart of Status of NHRIs, please visit: http://www.ohchr.org/Documents/Countries/NHRI/Chart_Status_NIs.pdf

- 1) Information prepared by the State concerned, which can take the form of a national report;
- 2) A compilation prepared by the OHCHR of the information contained in the reports of treaty bodies, special procedures, including observations and comments by the State concerned, and other relevant official United Nations documents, which shall not exceed 10 pages;
- 3) Additional, credible and reliable information provided by other relevant stakeholders (**NHRI**s included) to the UPR review which should also be taken into consideration by the Council in the review. The OHCHR will prepare a summary of such information which shall not exceed 10 pages. Information provided by **A-status NHRI**s will be reflected in a separate section. All other information submitted by no-A status **NHRI** will be placed on the general stakeholder's section.

3. When does the 2nd Cycle of the UPR start?

According to HRC resolution 16/21, the 2nd cycle starts in **2012**. It will be completed by 2016.

In 2010-2011, a series of meetings took place to review the work and functioning of the HRC, including the UPR process, to build on the learning from the 1st cycle (2008-2011) and ensure it was working as effectively as possible. This resulted in a new resolution - **resolution 16/21**- which was adopted by the HRC on 25 March 2011. The resolution reaffirmed the principles and objectives of the UPR but –as it is explained in question number 4 of this information note- it made some changes to the process. The schedule of the 2nd cycle can be found in Appendix 1.

“The UPR is an evolving process; the Council, after the conclusion of the first review cycle, may review the modalities and the periodicity of this mechanism, based on best practices and lessons learned.” HRC resolution 5/1

Click below to access HRC's resolution 16/21 in the 6 UN languages:

[English](#) [French](#) [Spanish](#) [Arabic](#) [Chinese](#) [Russian](#)

4. What are the main similarities and the differences between the 1st and the 2nd Cycles?

The main similarities between the 1st and 2nd cycle are the following: -The basis, principles and objectives of the UPR are set forth in paragraphs 1,2,3 and 4 of the annex to HRC resolution 5/1 shall be reaffirmed (See Appendix 2), and -The review during the 2nd and subsequent cycles will continue to be based on the three documents identified in paragraph 15 of the annex to Council resolution 5/1 (See Appendix 2).

The main differences are the following: -The 2nd and subsequent cycles of the review should focus on, inter alia, the implementation of the accepted recommendations and the developments of the human rights situation in the State under review (paragraph C.1.6 of HRC [resolution 16/21](#)). The 1st cycle focused on the review of the human rights situation in the country and the fulfillment by each State of its human rights obligations and commitments. -The periodicity of the review for the 2nd and subsequent cycles will be of 4 and a half years. This will imply the consideration of 42 States per year during three sessions of the Working Group on the UPR (paragraph 3 of HRC [resolution 16/21](#)). During the 1st cycle the periodicity of the review was of 4 years. This implied the consideration of 48 States per year during three sessions of the working group

What this implies is that the 2nd cycle review will look at the recommendations accepted by the State during its first review and any changes since then. However, it does not limit **NHRIs** and other stakeholders to only refer to those recommendations. They are encouraged to include in their contributions information on the follow-up to the preceding review. In their reports, **NHRIs** are therefore encouraged to also refer to those recommendations that were not accepted by the State and any other human rights issues of concern that may not be reflected in the accepted recommendations.

Further, All **NHRIs** are encouraged to submit reports to the UPR process to ensure that the information about the human rights situations in Member States is as comprehensive, accurate and robust as possible. **NHRI** submissions are essential as they provide an independent analysis of the situation on the ground, across a wide range of human rights. [Resolution 16/21](#) states that:

“The summary of the information provided by other relevant stakeholders should contain, where appropriate, a **separate section for contributions by the national human rights institution of the State under review** that is accredited in full compliance with the Paris Principles. Information provided by other accredited national human rights institutions will be reflected accordingly, as well as information provided by other stakeholders.” (paragraph C.1.9).

“The **national human rights institution** of the State under review consistent with the principles relating to the status of national institutions for the promotion and protection of human rights annexed to General Assembly resolution 48/134 (the Paris Principles) shall be entitled to **intervene immediately after the State under review during the adoption of the outcome of the review** by the Council plenary” (paragraph C. 2.13)

5. In which ways the NHRIs can interact with the UPR?

Although the formal part of the UPR process only takes place every 4 ½ years, **NHRIs** are important partners and can play an essential role during both the formal process, through submitting reports, as well as in the pre-reporting phase and the follow-up.

As independent organizations with a mandate to promote and protect human rights, **NHRIs** participation in all phases of the UPR process. They are central to ensuring that the recommendations made are acted on and real change in the human rights situation in the State Party is seen on the ground.

□ BEFORE THE UPR

NHRIs can:

- **Participate actively in the UPR national consultations:** Engaging on an independent footing, with the formal government consultation process leading up to the drafting of their national report will ensure that the **NHRI's** experience and perspective is reflected in the national report.
- **Submit an independent report:** **NHRIs** are strongly encouraged to prepare and submit an independent report to the OHCHR. With the knowledge acquired through their work in the grass-roots level, **NHRIs** are in a strong position to reflect the human rights situation on the ground, leading to a more evidence-based and credible review. The **NHRI** can include specific and accurate recommendations for the UPR Working Group to reflect on.
- **Consult with civil society organizations** The **NHRIs** are encouraged to consult with civil society organizations on key human rights issues and recommendations.

DURING THE UPR

NHRIs can:

- **Take the floor during the interactive dialogue with the SuR:** "A" status **NHRIs** are entitled to intervene immediately after the SUR during the adoption of the outcome of the review by the Council plenary. If an NHRI cannot travel to Geneva, it can instead deliver a statement through an accredited regional NHRI coordinating committee or the Geneva representative of the ICC, who can present the statement on their behalf.

AFTER THE UPR

NHRIs can:

- **Publicize and disseminate the outcomes of the UPR in the country:** By acting as a link between the international system and the national stakeholders, **NHRIs** can help implementation gain momentum at the country level. They can disseminate the UPR outcomes and conduct awareness raising campaigns on the human rights issues raised through the UPR, thus engaging civil society stakeholders both in the issues and the UPR process.
- **Mainstream UPR recommendations into their work:** The work of **NHRIs** does not stop after the formal UPR session. In order to encourage progress on the human rights concerns raised by the UPR process, **NHRIs** may wish to include UPR recommendations into their internal work plans and draw up an action plan or strategy to contribute to the implementation of the various recommendations.
- **Monitor the implementation of recommendations (follow-up):** **NHRIs** have an important role in monitoring and reporting on progress made by the State following the UPR recommendations. This could include monitoring those recommendations that the State accepted as well as those that it did not. The information gathered can then be used to influence the work plan of the **NHRI** (as above) as well as feeding into the next UPR cycle.
- **Work with government to implement the recommendations:** **NHRIs**, as independent from government, can play an important role in exerting pressure on government to ensure that the UPR recommendations are acted on. They can:
 - Engage in a dialogue with governments for the follow-up to recommendations specifically addressing issues regarding the status, mandate and activities of national human rights institutions, as well as on human rights issues of concern;
 - Contribute to the development of legislation, institutional frameworks, policies and programmes by the SuR geared towards implementing the outcomes and addressing key human rights issues of concern.
- **Co-operate with international and regional organizations:** Through consistent regional level cooperation among national human rights players, including UN agencies operating in the country and in the region, and OHCHR field presences, NHRIs

can develop strong networks to encourage the implementation of recommendations and more effectively protect and promote human rights.

NHRI of the Maldives

Prior to the UPR of the Maldives, the Human Rights Commission of the Maldives (HRCM) reviewed the complaints it had received to identify the most pressing human rights issues in the country. Further, eighteen months before the Maldives' review by the UPR working group, the HRCM facilitated a meeting of Maldivian NGOs to encourage their participation in the UPR process. During the meeting the HRCM shared information on the review and interested NGOs could register to participate in the process. Through this dialogue with local NGOs, the Commission was able to ensure that the human rights issues that the NGOs had identified were reflected in the NHRI submission. The NHRI report was even more important because it had collected information across many of the islands and atolls, where as most of the NGO reports and the State report were based on information collected in the capital.

NHRI of Portugal

During the 13th session of the HRC, the Portuguese Ombudsman delivered a statement upon consideration of the UPR report of Portugal, specifically acknowledging the inclusive approach taken by the UPR with respect to the participation of NHRIs. He highlighted some key areas of concern, including the situation in prisons, encouraging the continuation of efforts to strengthen the protection of vulnerable groups, including children and women who are victims of violence, who live in poverty or who are otherwise at risk of social exclusion, and the efforts to provide assistance to and ensure full integration of immigrants in Portugal. The Ombudsman also indicated his commitment to follow closely the implementation of the UPR recommendations.

NHRI of Denmark

Prior to the review of Denmark by the UPR working Group, the Danish Institute for Human Rights (DIHR) released the report [*“Universal Periodic Review of Denmark 2011. Selected Human Rights Concerns and Suggestions for Recommendations.”*](#) This publication contains an overview of selected recommendations concerning various human rights issues. It was used by the DIHR to enlightening the dialogue surrounding the Danish UPR process and to include recommendations that had not been addressed by others.

NHRI of Panama

During the 9th session of the UPR mechanism, Panama submitted its report on human rights challenges and advancements made in the protection of human rights. To complement this state-lead process, the *Defensoría del Pueblo de Panama*, held a parallel event at the Palais des Nations to discuss its role in the UPR. The aim of the event was to share the experience of the NHRI in the preparation of the national report and of its engagement with civil society organizations and the United Nations country team (UNCT). Their experience was positive; the NHRI held a meeting about the UPR process with 70 organizations, and submitted a shadow report in which topics like the situation of inmates, women, indigenous peoples, foreigners, persons with disabilities and HIV/AIDS were considered. The NHRI also participated in the development of the state report, and it was clearly expressed that this process of engagement in the State and shadow reports was constructive and positive. Indeed, it was made clear that the involvement of all societal actors in the UPR is crucial.

NHRI of Kenya

Prior to the formal UPR review process, the Kenya Stakeholders Coalition for the UPR (KSC-UPR) and the Kenyan National Commission on Human Rights (KNCHR) had engaged and advocated to ensure the UPR mechanism would lead to meaningful results for the protection and promotion of the human rights of Kenyans. When it was formed in 2009, the KSC-UPR prepared a joint Stakeholder Report which it submitted to the OHCHR to inform Kenya's review and the KNCHR also prepared a submission to the process. The Stakeholders then prepared an advocacy charter entitled 'Kenya's Human Rights Balance Sheet' which was used to guide national and international audiences on the questions and recommendations which should be made to the Government of Kenya. The KSC-UPR and KNCHR also engaged the Government at various levels with the aim of ensuring that the state would be amenable to the recommendations made to it.

After the adoption of the UPR recommendations, in partnership with the KSC-UPR, the NHRI developed a Stakeholders' Outcomes Charter as a tool to guide state and non-state actors to implement the recommendations and commitments of the UPR process. It records the understandings of the KSC-UPR and KNCHR on the commitments which the state made before the HRC. It further proposes a four-year road-map on how the recommendations made by the UPR and the commitments made by Kenya should now be turned into actions so that the situation of human rights in the country may be improved. The Charter condenses the recommendations and commitments into indicator-driven actions which the state and other actors should undertake during the current UPR cycle (2010-2014).

Likewise, the KNCHR has included in its 2009-2013 Strategic Plan the following activities: -Interaction with international human rights bodies through participation in the meetings of the UN HRC on review of the UPR report and – Monitoring extent of recommendations on the UPR.

NHRI of Ireland

The Irish Human Rights Commission (IHRC) is contributing to Ireland's UPR through three strands of engagement: a) conducting an awareness raising campaign about the UPR process and holding consultations with civil society; b) submitting its own report to the UN and highlighting key human rights issues in Ireland; and c) outlining a list of possible voluntary commitments and inputting to the State process, as appropriate. Key activities of the IHRC UPR project are highlighted below: **-Raising awareness of the UPR process and human rights in Ireland.** Prior to the UPR review of Ireland, the IHRC conducted an awareness raising that included the provision of online and print material on UPR and the organization of five regional UPR information briefings. **- Supporting NGOs and Civil Society by providing information as to how to provide input to the UPR.** The IHRC provided information and prepared a UPR Report Template (www.ihrc.ie/upr) to assist civil society organizations interested in making a UPR submission to the UN. This was particularly useful for organizations which had not previously submitted reports under UN reporting mechanisms. **-Consulting with NGOs and Civil Society on key human rights issues and recommendations.** The IHRC held two consultations with Civil Society to discuss the key human rights issues to be highlighted in the UPR. The IHRC also received over 25 individual UPR reports from civil society organizations, which helped inform the IHRC UPR Report. **- Submitting its own UPR report and raising awareness of human rights issues with the Members of the Human Rights Council directly.** The IHRC submitted its UPR Report, which outlined 35 key human rights recommendations. The IHRC held a UPR Side Event in Geneva to underline these key issues for Members of the Human Rights Council. **-Inputting into the State Report and into the State UPR process wherever possible and appropriate.** The IHRC, as NHRI, was invited to participate in the State's UPR Consultations. IHRC Commissioners and staff made presentations on the UPR process at each of the seven regional consultations. **-Encouraging and working constructively with the State to focus on the UPR process including through proposing a set of possible voluntary commitments.** The IHRC published a list of 15 voluntary commitments which it encouraged the State to make in advance of Ireland's UPR examination. **-Attending Ireland's UPR Examination.** A delegation from the IHRC attended Ireland's examination. The IHRC will issue a response to the recommendations following the session. **- Ensuring that the most relevant and robust set of recommendations possible are given to Ireland and encouraging strong State participation in the UPR process.** The IHRC has underlined its key UPR recommendations at a number of IHRC events. The IHRC, in association with the Law Society of Ireland, held a conference focused on Ireland's UPR recommendations. The IHRC will work to encourage the State to implement the UPR recommendations in Ireland over the coming four years.

6. What should NHRIs bear in mind while drafting written submissions to the UPR?

In order for their reports to have as much impact as possible, **NHRIs** should keep in mind that the review is based on the following instruments:

- (a) The Charter of the United Nations;
- (b) The Universal Declaration of Human Rights;
- (c) Human rights instruments to which a State is party;
- (d) Voluntary pledges and commitments made by States, including those undertaken when presenting their candidatures for election to the Human Rights Council; and
- (e) Applicable international humanitarian law.

NHRIs should provide reports that are specifically tailored to the UPR, not generic reports, contain credible and reliable information on the SuR, cover the period that has lapsed since the last review, and do not contain language that is manifestly abusive.

It is also worth noting that the accompanying UN compilation will contain the status of treaty ratification, concluding observations and recommendations from the human rights treaty bodies and/or the special procedures of the HRC or reports by UN bodies/agencies, so there is no need for the **NHRI** to reproduce those in its report.

Written submissions should also not include second-hand information. Second hand information can be included in footnotes/endnotes or annexes to support original information.

Written submissions should not be longer than five pages (and not exceed 2815 words) in the case of individual submissions, to which additional documentation can be annexed for reference. Submissions by coalitions of stakeholders can be up to ten pages (and not exceed 5630 words). For ease of reference, paragraphs and pages should be numbered. Written submissions should be saved as a Word document only. Information included in footnotes/endnotes will not be taken into consideration in the word/page limits but will not be taken into consideration for the summary of stakeholders either.

Written submissions should be clearly identified. The cover page should have **NHRI** details, including its name, logo, acronym, and address and telephone/email contacts, webpage. A paragraph describing the main activities of the **NHRI**, as well as date of establishment, especially for those organizations which interact for the first time with the UN, would be also welcomed. This cover page will not be counted within the word/page limits.

Written contributions should be submitted in UN official languages only, preferably in English, French or Spanish.

Written submissions should be final; in principle, it will not be possible to accommodate revisions.

Annexes to the submissions should not include pictures, maps, organizations' annual reports or reports from other organizations.

It is important to note that submissions that do not respect any of the above guidelines will not be considered.

All accepted submissions will be published on the OHCHR's website in their original form; the UPR process is conducted on the basis of public documents and there are not provisions for confidentiality.

During the first cycle of the UPR, the following NHRIs and networks have submitted reports, contributing to the evidence base for the review.

❖ **NHRI's written contributions received for the 1st UPR cycle (1st to 12th UPR working group sessions)**

** = A status at the time of the 1st cycle review.

1. Contributions received from regional networks of NHRIs:

5th session/May 2009: 2 from the Red de Instituciones Nacionales de Derechos Humanos del Continente Americano (for Chile, Uruguay)

2. Contributions received from NHRIs:

2011 sessions

12 th session/Oct. 2011	8 (Haiti – Ireland** – Moldova - Swaziland – Togo** – Uganda** – Tanzania** – Thailand**)
11 th session/May 2011	4 (Denmark** - Greece** - Sierra Leone – Somalia/Somaliland)
10 th session/Feb. 2011	7 (Austria – Australia** – Georgia** - Namibia** - Nepal** (joint submission) Niger – Paraguay**)

2010 sessions

9th session/Nov. 2010 3(Croatia** (joint submission) – Mongolia – Maldives)

8th session/May 2010 3(Spain** - Kenya** - Sweden)

7th session/Feb. 2010 6(Bosnia and Herzegovina – Bolivia** - Egypt** - Nicaragua** - Slovenia** - El Salvador**)

2009 sessions:

6th session/Dec 2009: 2 (Norway - Norwegian Centre for Human Rights** and the Norwegian Ombudsman for Children)

5th session/May 2009: 2 (Afghanistan**, New Zealand**)

4th session/Feb. 2009: 8 (Cameroon**, Mauritius**, Nigeria**, Jordan**, Malaysia**, Mexico**, Canada**, Germany**)

2008 sessions:

3rd session/Dec. 2008: 2 (Luxembourg**, Palestine** (submitted for Israel))

2nd session/May 2008: 6 (France**, Ghana**, Guatemala**, RoK**, Peru**, Ukraine)

1st session/April 2008: 9 (Tunisia, Morocco**, Indonesia, UK**, India**, Philippines**, South Africa**, Czech Republic, Argentina**)

❖ NHRI's written contributions for the 1st cycle can be accessed as follows:

1. Go to: <http://www.ohchr.org/EN/HRBodies/UPR/Pages/Documentation.aspx>
2. Select the country:

The screenshot shows the United Nations Human Rights Office website. The browser address bar displays <http://www.ohchr.org/EN/HRBodies/UPR/Pages/Documentation.aspx>. The page title is "Universal Periodic Review" under the "Documentation" section. The main content area contains text explaining the documentation process for the UPR, including information prepared by the State, reports of treaty bodies, and stakeholder input. Below the text are two search filters: "UPR by session" and "UPR by Country". A red arrow points to the "UPR by Country" filter. The right sidebar contains a "See also" section with links to "UPR home", "UPR Sessions", "Documentation (search by country and by session)", "UPR implementation", "UPR Fund for Participation", "Calendar of reviews for 1st cycle (2008 to 2011)", "Background documents", "Basic Facts about the UPR", "NGOs and NHRIs", "Contact information", "Media information", and "Webcast". The footer contains copyright information: "© OHCHR 1996-2011 | Contact Us | Extranet | FAQ | Site map".

3. Click on the footnote number 3 of the summary of stakeholders' information:

http://www.ohchr.org/EN/HRBodies/UPR/PAGES/SVSession7.aspx

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English > Human Rights Bodies > UPR > UPR - El Salvador

Universal Periodic Review - El Salvador

Only contributions submitted in one of the United Nations official languages are admissible and posted on this webpage

Date of consideration: Tuesday 9 February 2010 - 3.00 p.m. - 6.00 p.m.

National report ¹ : [A](#) | [C](#) | [E](#) | [E](#) | [R](#) | [S](#)

Compilation of UN Human Rights Council members' reports ² : [A](#) | [C](#) | [E](#) | [E](#) | [R](#) | [S](#)

Summary of stakeholders' information ³ : [A](#) | [C](#) | [E](#) | [E](#) | [R](#) | [S](#)

Questions submitted in advance: [E](#) only

Addendum 1 : [E](#) only

Questions submitted in advance - Addendum 2: [E](#) only

Outcome of the review

Report of the Working group : [A](#) | [C](#) | [E](#) | [E](#) | [R](#) | [S](#)

Addendum 1: [A](#) | [C](#) | [E](#) | [E](#) | [R](#) | [S](#)

Decision of the outcome : [A](#) | [C](#) | [E](#) | [E](#) | [R](#) | [S](#)

Report of the 14th session of the Human Rights Council : [E](#)

[Related webcast archives](#)

See also

- [UPR home](#)
- [UPR Sessions](#)
- [Documentation](#) (search by **country** and by **session**)
- [UPR implementation](#) (information provided by States)
- [UPR Fund for Participation](#)
- [Calendar of reviews for 1st cycle \(2008 to 2011\)](#)
- [Background documents](#)
- [Basic Facts about the UPR](#)
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Links

- [Main Country page](#)

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7. How to submit NHRIs' written contributions?

1. **NHRI** submissions should be sent to uprsubmissions@ohchr.org only. The OHCHR secretariat will confirm electronically receipt of the message and submission;
 2. While stakeholders are discouraged to fax or mail a hardcopy of their submission to the OHCHR secretariat, they may do so in the case of repeated technical difficulties with electronic mail to: +41 22 917 90 11.
 3. Each electronic submission and relevant e-mail message should refer to one country only. In the e-mail message accompanying the submitted documents: The title of the e-mail message should contain the name of the **NHRI** submitting the contribution, the kind of contribution (individual and/or joint), the name of the reviewed country and indicate the month and year of relevant UPR session, e.g., *"Equality and Human Rights Commission of the Great Britain (EHRC) – UPR Submission - United Kingdom of Great Britain and Northern Ireland – June 2012 ;*
 4. Deadlines for **NHRIs'** submissions will be posted on the OHCHR UPR webpage. <http://www.ohchr.org/EN/HRBodies/UPR/Pages/UPRMain.aspx>
 5. Submissions received after specified deadlines will not be considered. Tentative deadline for the submission of stakeholders' information is **6 months before the session is scheduled**. Exact deadlines will be communicated in due course following the final decision on the dates of the session. Relevant information can be found at the links below. This information will be updated on a regular basis. UPR page: <http://www.ohchr.org/EN/HRBodies/UPR/Pages/UPRMain.aspx> Background documents: <http://www.ohchr.org/EN/HRBodies/UPR/Pages/BackgroundDocuments.aspx>
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8. How to make an oral intervention to the UPR?

Resolution 16/21 also made changes to the order of oral presentations during the interactive dialogue section of the UPR process. It states:

“The **national human rights institution** consistent with the principles relating to the status of national institutions for the promotion and protection of human rights annexed to General Assembly resolution 48/134 (the Paris Principles shall be entitled to **intervene immediately after the State under review during the adoption of the outcome of the review by the Council plenary.** (paragraph C. 2.13).

In order to get accreditation to speak, the **NHRI**s must be A status. They should send a letter of request by fax prior to the beginning of the session. Non-A status NHRIs are not permitted to take the floor.

The accreditation request should:

- be submitted on official letterhead;
- clearly state the title and the dates of the session the NHRI wishes to attend, e.g. “[Insert name of NHRI] with A Status Accreditation by the ICC, wishes to send the following members to attend the [insert relevant session number] session of the HRC ([insert dates of session])...”;
- be signed by the President or main representative of the NHRI;
- indicate the first name and family name of the person(s) who will represent the NHRI at the Council session (NB: names must appear exactly as they appear on the person’s ID document and family names must be capitalized).

Accreditation request letters should be faxed to Ms Zenaida Lugon at: +41 (0) 22 928 9018 or email at zlugon@ohchr.org and k.rose@europe.com

Accredited representatives wishing to make an oral intervention are requested to fill out the **NHRI** Statement form (See annex) and deliver it by hand to the List of Speakers Desk during the Council session, which will be set up in the front of the plenary room.

Please also note that there is a pre-inscription fax form, which should be sent to the Secretariat prior to the start of the Council session.

Accredited representatives making an oral statement will have the opportunity to distribute 250 copies of their statement.

Human Rights Council Universal Periodic Review (Second Cycle)

	13 th session (06/2012)	14 th session (10/2012)	15 th session (01-02/2013)	16 th session (05/2013)	17 th session (10/2013)	18 th session (01-02/2014)	19 th session (05/2014)	20 th session (10/2014)	21 st session (01-02/2015)	22 nd session (05/2015)	23 rd session (10/2015)	24 th session (01-02/2016)	25 th session (05/2016)	26 th session (10/2016)
1	Bahrain	Czech Republic	France	Turkmenistan	Saudi Arabia	New Zealand	Norway	Italy	Kyrgyzstan	Belarus	Micronesia	Namibia	Suriname	Togo
2	Ecuador	Argentina	Tonga	Burkina Faso	Senegal	Afghanistan	Albania	El Salvador	Kiribati	Liberia	Lebanon	Niger	Greece	Syrian Arab Republic
3	Tunisia	Gabon	Romania	Cape Verde	China	Chile	Democratic Republic of the Congo	Gambia	Guinea	Malawi	Mauritania	Mozambique	Samoa	Venezuela (Bolivarian Republic of)
4	Morocco	Ghana	Mali	Colombia	Nigeria	Viet Nam	Côte d'Ivoire	Bolivia	Lao People's Democratic Republic	Mongolia	Nauru	Estonia	Saint Vincent and the Grenadines	Iceland
5	Indonesia	Peru	Botswana	Uzbekistan	Mexico	Uruguay	Portugal	Fiji	Spain	Panama	Rwanda	Paraguay	Sudan	Zimbabwe
6	Finland	Guatemala	Bahamas	Tuvalu	Mauritius	Yemen	Bhutan	San Marino	Lesotho	Maldives	Nepal	Belgium	Hungary	Lithuania
7	United Kingdom	Benin	Burundi	Germany	Jordan	Vanuatu	Dominica	Kazakhstan	Kenya	Andorra	Saint Lucia	Denmark	Papua New Guinea	Uganda
8	India	Republic of Korea	Luxembourg	Djibouti	Malaysia	The Former Yugoslav Republic of Macedonia	Democratic People's Republic of Korea	Angola	Armenia	Bulgaria	Oman	Palau	Tajikistan	Timor Leste
9	Brazil	Switzerland	Barbados	Canada	Central African Republic	Comoros	Brunei Darussalam	Iran (Islamic Republic of)	Guinea-Bissau	Honduras	Austria	Somalia	United Republic of Tanzania	Republic of Moldova
10	Philippines	Pakistan	Montenegro	Bangladesh	Monaco	Slovakia	Costa Rica	Madagascar	Sweden	United States of America	Myanmar	Seychelles	Antigua and Barbuda	Haiti
11	Algeria	Zambia	United Arab Emirates	Russian Federation	Belize	Eritrea	Equatorial Guinea	Iraq	Grenada	Marshall Islands	Australia	Solomon Islands	Swaziland	
12	Poland	Japan	Israel	Azerbaijan	Chad	Cyprus	Ethiopia	Slovenia	Turkey	Croatia	Georgia	Latvia	Trinidad and Tobago	
13	Netherlands	Ukraine	Liechtenstein	Cameroon	Congo	Dominican Republic	Qatar	Egypt	Guyana	Jamaica	Saint Kitts and Nevis	Sierra Leone	Thailand	
14	South Africa	Sri Lanka	Serbia	Cuba	Malta	Cambodia	Nicaragua	Bosnia and Herzegovina	Kuwait	Libyan Arab Jamahiriya	Sao Tome and Principe	Singapore	Ireland	

Herzegovina

Jamahiriya

and Principe

Appendix 2:

Resolution adopted by the Human Rights Council*

16/21

Review of the work and functioning of the Human Rights Council

(...)

Annex

Outcome of the review of the work and functioning of the United Nations Human Rights Council

I. Universal periodic review²

A. Basis, principles and objectives of the review²

1. The basis, principles and objectives of the universal periodic review as set forth in paragraphs 1, 2, 3 and 4 of the annex to Human Rights Council resolution 5/1 shall be reaffirmed.

B. Periodicity and order of the review

2. The second cycle of the review shall begin in June 2012.
3. The periodicity of the review for the second and subsequent cycles will be of four and a half years. This will imply the consideration of 42 States per year during three sessions of the Working Group on the Universal Periodic Review.
4. The order of review established for the first cycle of the review shall be maintained for the second and subsequent cycles.

C. Process and modalities of the review

1. Focus and documentation

² Changes to the universal periodic review contained in the present section shall be applicable as of the second cycle of the review.

5. The review during the second and subsequent cycles will continue to be based on the three documents identified in paragraph 15 of the annex to Council resolution 5/1.
6. The second and subsequent cycles of the review should focus on, inter alia, the implementation of the accepted recommendations and the developments of the human rights situation in the State under review.
7. The general guidelines for universal periodic review reports adopted by the Council in its decision 6/102 shall be adjusted to the focus of the second and subsequent cycles before the eighteenth session of the Council.
8. Other relevant stakeholders are encouraged to include in their contributions information on the follow-up to the preceding review.
9. The summary of the information provided by other relevant stakeholders should contain, where appropriate, a separate section for contributions by the national human rights institution of the State under review that is accredited in full compliance with the Paris Principles. Information provided by other accredited national human rights institutions will be reflected accordingly, as well as information provided by other stakeholders.

2. Modalities

10. The role of the troikas shall be maintained as set forth in the annex to Council resolution 5/1 and in President's statement PRST/8/1.
11. Following the extension of the review cycle to four and a half years and within existing resources and workload, the duration of the Working Group meeting for the review will be extended from the present three hours and the modalities will be agreed upon at the seventeenth session of the Council, including the list of speakers, which shall be based on the modalities as appear in the Appendix.
12. The final outcome of the review will be adopted by the plenary of the Council. The modalities for the organization of the one-hour consideration of the outcome shall be in accordance with President's statement PRST/9/2.
13. The national human rights institution of the State under review consistent with the principles relating to the status of national institutions for the promotion and protection of human rights annexed to General Assembly resolution 48/134 (the Paris Principles) shall be entitled to intervene immediately after the State under review during the adoption of the outcome of the review by the Council plenary.
14. The Universal Periodic Review Voluntary Trust Fund to facilitate the participation of States established by the Council in its resolution 6/17 should be strengthened and operationalized in order to encourage a significant participation of developing countries, particularly least developing countries and small island developing States, in their review.

D. Outcome of the review

15. The recommendations contained in the outcome of the review should preferably be clustered thematically with the full involvement and consent of the State under review and the States that made the recommendations.
16. The State under review should clearly communicate to the Council, in a written format preferably prior to the Council plenary, its positions on all received recommendations, in accordance with the provisions of paragraphs 27 and 32 of the annex to Council resolution 5/1.

E. Follow-up to the review

17. While the outcome of the review, as a cooperative mechanism, should be implemented primarily by the State concerned, States are encouraged to conduct broad consultations with all relevant stakeholders in this regard.
18. States are encouraged to provide the Council, on a voluntary basis, with a midterm update on follow-up to accepted recommendations.

19. The Voluntary Fund for Financial and Technical Assistance, established by the Council in its resolution 6/17, should be strengthened and operationalized in order to provide a source of financial and technical assistance to help countries, in particular least developed countries and small island developing States, to implement the recommendations emanating from their review. A board of trustees should be established in accordance with the rules of the United Nations.

20. States may request the United Nations representation at the national or regional level to assist them in the implementation of follow-up to their review, bearing in mind the provisions of paragraph 36 of the annex to Council resolution 5/1. The Office of the United Nations High Commissioner for Human Rights may act as a clearing house for such assistance.

21. Financial and technical assistance for the implementation of the review should support national needs and priorities, as may be reflected in national implementation plans.

(...)

Appendix 3:**Human Rights Council's Resolution 5/1. Institution-building of the United Nations Human Rights Council**

(...)

ANNEX**UNITED NATIONS HUMAN RIGHTS COUNCIL: INSTITUTION-BUILDING****I. UNIVERSAL PERIODIC REVIEW MECHANISM****A. Basis of the review**

1. The basis of the review is:
 - (a) The Charter of the United Nations;
 - (b) The Universal Declaration of Human Rights;
 - € Human rights instruments to which a State is party;
 - (d) Voluntary pledges and commitments made by States, including those undertaken when presenting their candidatures for election to the Human Rights Council (hereinafter "the Council").
2. In addition to the above and given the complementary and mutually interrelated nature of international human rights law and international humanitarian law, the review shall take into account applicable international humanitarian law.

B. Principles and objectives**1. Principles**

3. The universal periodic review should:
 - (a) Promote the universality, interdependence, indivisibility and interrelatedness of all human rights;

- (b) Be a cooperative mechanism based on objective and reliable information and on interactive dialogue;
- € Ensure universal coverage and equal treatment of all States;
- (d) Be an intergovernmental process, United Nations Member-driven and action-oriented;
- € Fully involve the country under review;
- (f) Complement and not duplicate other human rights mechanisms, thus representing an added value;
- (g) Be conducted in an objective, transparent, non-selective, constructive, non-confrontational and non-politicized manner;
- (h) Not be overly burdensome to the concerned State or to the agenda of the Council;
- (i) Not be overly long; it should be realistic and not absorb a disproportionate amount of time, human and financial resources;
- (j) Not diminish the Council's capacity to respond to urgent human rights situations;
- (k) Fully integrate a gender perspective;
- (l) Without prejudice to the obligations contained in the elements provided for in the basis of review, take into account the level of development and specificities of countries;
- (m) Ensure the participation of all relevant stakeholders, including non-governmental organizations and national human rights institutions, in accordance with General Assembly resolution 60/251 of 15 March 2006 and Economic and Social Council resolution 1996/31 of 25 July 1996, as well as any decisions that the Council may take in this regard.

2. Objectives

4. The objectives of the review are:

- (a) The improvement of the human rights situation on the ground;
- (b) The fulfilment of the State's human rights obligations and commitments and assessment of positive developments and challenges faced by the State;

- € The enhancement of the State's capacity and of technical assistance, in consultation with, and with the consent of, the State concerned;
- (d) The sharing of best practice among States and other stakeholders;
- € Support for cooperation in the promotion and protection of human rights;
- (f) The encouragement of full cooperation and engagement with the Council, other human rights bodies and the Office of the United Nations High Commissioner for Human Rights.

(...)

D. Process and modalities of the review

1. Documentation

15. The documents on which the review would be based are:

(a) Information prepared by the State concerned, which can take the form of a national report, on the basis of general guidelines to be adopted by the Council at its sixth session (first session of the second cycle), and any other information considered relevant by the State concerned, which could be presented either orally or in writing, provided that the written presentation summarizing the information will not exceed 20 pages, to guarantee equal treatment to all States and not to overburden the mechanism. States are encouraged to prepare the information through a broad consultation process at the national level with all relevant stakeholders;

(b) Additionally a compilation prepared by the Office of the High Commissioner for Human Rights of the information contained in the reports of treaty bodies, special procedures, including observations and comments by the State concerned, and other relevant official United Nations documents, which shall not exceed 10 pages;

(c) Additional, credible and reliable information provided by other relevant stakeholders to the universal periodic review which should also be taken into consideration by the Council in the review. The Office of the High Commissioner for Human Rights will prepare a summary of such information which shall not exceed 10 pages.

16. The documents prepared by the Office of the High Commissioner for Human Rights should be elaborated following the structure of the general guidelines adopted by the Council regarding the information prepared by the State concerned.

17. Both the State's written presentation and the summaries prepared by the Office of the High Commissioner for Human Rights shall be ready six weeks prior to the review by the working group to ensure the distribution of documents simultaneously in the six official languages of the United Nations, in accordance with General Assembly resolution 53/208 of 14 January 1999.

Appendix 4: Further resources and contact details

Websites

OHCHR UPR: <http://www.ohchr.org/EN/HRBodies/UPR/Pages/NoteNHRIS.aspx>

International Coordinating Committee of NHRIs: <http://nhri.ohchr.org/EN/Pages/default.aspx>

OHCHR

The OHCHR National Institutions and Regional Mechanisms Section stands ready to assist NHRIs and answer their queries and may be contacted at:

Ms. Citlalin Castañeda. E-mail: ccastaneda@ohchr.org

Tel: +41 22 928 9469

or

Mr. Vladlen Stefanov
Chief, National Institutions and Regional Mechanisms Section

E-mail: vstefanov@ohchr.org

Tel: +41-22-928-9377

International Coordinating Committee of NHRIs

Ms. Katharina Rose E-mail: k.rose@europe.com ICC Geneva Representative. Tel + 41 22 917 16 74.