

### Template Message for civil society partners about the UPR

The purpose of this message is to alert civil society partners in a country coming up for review that the UPR of that country is taking place and to suggest ways in which they can get involved.

You can copy and paste the message below into an email or send it as an attachment to your civil society contacts. Text highlighted in yellow within brackets should be replaced with relevant dates or names.

\*\*\* REMEMBER TO DELETE THIS BOX \*\*\*

## UN UNIVERSAL PERIODIC REVIEW

### YOUR COUNTRY IS COMING UP FOR REVIEW AT THE [XX<sup>TH</sup>] SESSION] OF THE UPR WORKING GROUP, [DATE OF REVIEW]

Dear friends/colleagues,

The [xx<sup>th</sup>] session of the UPR Working Group will take place on [add dates of review] and [country] will be up for review.

There are a number of ways in which civil society can participate and contribute to the UPR:

- You can participate in the **national consultation** organized by the government. This is an opportunity to discuss human rights issues to be included in the National Report that your government will prepare for the review. If such a consultation is not being planned, do consider encouraging your government to organize one. You can find a model letter to encourage the government to organize such a consultation [here](#).
- Civil society groups and organizations, as well as national human rights institutions, may **submit information** to the UN about the situation of human rights in the countries coming up for review. Such submissions should be no more than 2815 words (or 5630 if submitted by a coalition of NGOs) and should reach the UPR Secretariat at the OHCHR by [add deadline for submission]. Submissions should be sent via the on-line UPR submissions system: <https://uprdoc.ohchr.org> or by email to [UPRsubmissions@ohchr.org](mailto:UPRsubmissions@ohchr.org) in case of technical problems.

#### Background

Every five years, the UN Human Rights Council reviews the human rights record of all UN Member States through the Universal Periodic Review, with the objective of improving the situation of human rights on the ground.

Key dates for UPR sessions are available at: <https://www.ohchr.org/en/hr-bodies/upr/ngos-nhris>

As well as considering the current human rights situation, the review should also assess the state of implementation of recommendations accepted by the state during its previous reviews. Please bear this in mind in your engagement with the UPR of the country you are working on.

Each review is based on three documents: (a) the National Report prepared by the State under review, (b) the UN Compilation of information from Treaty Bodies, Special Procedures and other UN bodies, and (c) the Stakeholder Summary, based on submissions from NGOs. These documents, as well as the outcome of the previous review, will be made available on the OHCHR website: <https://www.ohchr.org/en/hr-bodies/upr/documentation> (click on the relevant country name).

The UPR has a number of distinct stages:

- Preparation for the review by the State and other stakeholders, including consultation within government and with civil society;
- The UPR Working Group session which involves a 3.5-hour interactive dialogue between the State under review and other UN Member States (Members of the Council as well as Observer States). NGOs may observe this dialogue, but cannot make interventions;
- Adoption by the UPR Working Group of the draft report of the review. At this point the State under review may indicate which recommendations enjoy its support and which it wants to consider further;
- Formal adoption by the Human Rights Council, in a subsequent regular session (usually about four months later), of the outcome of the review. At this stage, the State under review must state its support or lack of support of all received recommendations and civil society has an opportunity to comment on the review and the situation in the country;
- Follow up and implementation by the State reviewed of the recommendations it accepted in the review. During this period, the State may decide to undertake a mid-term review of the state of implementation of accepted recommendations; however, these reviews are voluntary.

For more information see: <https://www.ohchr.org/en/hr-bodies/upr/ngos-nhris> or contact the OHCHR Civil Society Unit (email: [civilsocietyunit@ohchr.org](mailto:civilsocietyunit@ohchr.org); fax: +41 22 917 9011; phone: +41 22 917 9656).