

Model letter/email for civil society organizations to send shadow reports to embassies of reviewing states in a country coming up for a UPR review

Please use the text below as a basis to prepare your own letters or emails. The text highlighted in yellow within brackets should be replaced with the relevant names, dates or information.

Contact details of Missions in Geneva can be obtained from: <https://www.ungeneva.org/en/blue-book/missions/member-states>

**** Remember to delete this box ****

[add date of letter/email]

Dear [Ambassador],

[country] is coming up for review under the Universal Periodic Review (UPR) in the Working Group of the UN Human Rights Council in [month year] and I am taking this opportunity to share with you some of our concerns regarding the situation of human rights in [country] as outlined in our submission of information (attached).

As you know, the UPR is a unique opportunity to review the human rights record of all UN Member States about once every five years and to work cooperatively with the States under review to identify measures to overcome human rights challenges and to improve the fulfilment of their human rights obligations and commitments. In this regard, it is of critical importance that the interactive dialogue in the UPR Working Group between the State under review and other Member States is productive. It should focus on the main human rights challenges in the country and reviewing States should make specific, measurable, achievable, relevant and timebound (SMART) recommendations to address these and to strengthen the enjoyment of human rights by rights holders.

We encourage your government to participate actively in the review of [country] to ensure that there is real accounting of the human rights situation and an open discussion of measures needed to improve the situation on the ground.

A copy of our submission of information for the UPR of [country] is attached. In this regard, allow me to highlight the following key concerns which we consider must be discussed and addressed in the UPR of [country]:

[issue 1, e.g. freedom of expression]

[description of the human rights concerns]

We urge you to make the following recommendation(s) to [country]

- [recommendation 1]
- [recommendation 2]

[issue 2, e.g. safety of journalists and human rights defenders]

[description of the human rights concerns]

We urge you to make the following recommendation(s) to [country]

- [recommendation 1]
- [recommendation 2]

We strongly encourage you to seize the opportunity of the UPR to engage in meaningful discussion with [country] about concrete steps to improve respect for human rights and to make a real difference to the enjoyment of human rights by rights holders in [country]. We would be pleased to provide more information on the situation of human rights in [country] if that would be helpful.

Yours sincerely,

c.c. Permanent mission in Geneva of [country]