**XX RCM LA01**

**11Nov2015, 19:10**

**Original: Spanish**

**Resulting from the closed-door session for consultations**

**XX VICE-MINISTERIAL MEETING**

**REGIONAL CONFERENCE ON MIGRATION (RCM)**

**Mexico City**

**November 11-12, 2015**

# GUIDELINES FOR INSTITUTIONAL STRENGTHENING OF THE RCM

The Vice-Ministers and Heads of Delegations of the Member States of the Regional Conference on Migration (RCM) participating in the XX Vice-Ministerial Meeting, held in Mexico City on November 11-12, 2015:

**Taking into account** that almost 20 years after its inception, the RCM has been consolidated as a process for regional dialogue, consultation and cooperation in migration matters and that it needs to continuously renew its methods and working procedures in order to address the dynamics of migration in an effective manner;

**Considering** the relevance of making adjustments to the procedures of the Conference to strengthen the participation of its members and relevant actors and improve its management control processes and its impact in the region;

**Highlighting** the interest in invigorating the dialogue between Member States, international organizations and civil society organizations in order to increase its effectiveness, including agreement on the development of relevant public policies on migration in a constructive manner;

**Affirming** the need to complement and update decisions previously agreed, especially the Santa Fe Document;

**Agree** to implement the following actions to strengthen RCM with the objective of broadening its coordination and effectiveness:

1. **Vice-Ministerial Dialogue: Structure and Definition**

To strengthen the effectiveness of the vice-ministerial meetings as a space for high-level dialogue within RCM, through the following actions:

1. To structure the vice-ministerial dialogue based on a more dynamic model to encourage greater participation in the Vice-Ministerial high-level segment. This format may include, for example, designating a facilitator and a minimum of 2 presentations by Vice-Ministers on any of the components of the central theme of the meeting. The presentations could be made based on a standard survey, prepared by the PPT, including – in addition to the experience of the represented country – the issues and recommendations or potential solutions to be discussed with the other participants.
2. Where viable, to promote the inclusion of off-site activities into the agenda of the Vice-Ministers, with the objective of enabling them to closely see how the central theme of the meeting is touched by the realities of each country acting as Presidency Pro-Témpore.
3. **Governance: Follow-up on the Agenda and the Commitments**

To charge the Technical Secretariat (TS) with following up on the issues and agreements addressed at the vice-ministerial meetings. Furthermore, to point out the commitment of the current Presidency Pro-Témpore, with support from the Troika, to follow up on these agreements, based on the following:

1. To replace the Conclusions and Recommendations by a Declaration which would include the decisions adopted by the Vice-Ministers concerning the central theme and other substantive matters of the agenda of the RCM.
2. The Presidency Pro-Témpore and the TS will draft a version/executive summary of the Vice-Ministerial dialogue, reflecting the results of the deliberations as part of the historical memory of the Conference that will be presented for the consideration of the delegations towards the end of the session.
3. The PPT will coordinate in following up on commitments identified in the Declaration, with support from the TS and the Member States of the Troika,
4. The TS will develop biannual templates to facilitate self-assessments by each country with regard to the results achieved to better plan the work of the Conference and will prepare a report that will be sent in advance to Member Countries;
5. Promote during the Vice-Ministerial meeting discussion of the country that would assume the following PPT in order to strengthen the work of the Troika.
6. The term of the PPT will be from November to November each year.
7. **Dynamics of the Dialogue and Addressing other Components of RCM**

With the objective of improving the dynamics of the dialogue and optimizing the working sessions, the following has been agreed:

1. To adjust the schedule of the annual meetings of the RCM in order to hold the vice-ministerial meetings during November, to the extent possible. The Regional Consultation Group on Migration (RCGM) and the subsidiary groups will hold biannual sessions prior to each vice-ministerial meeting;
2. To conduct, as appropriate and financially viable, seminars, workshops or other activities with participation of civil society and other relevant actors, as part of the preparatory work and with the aim of enriching the analysis of the central theme and other topics identified by Member Countries;
3. To invite international organizations, observer countries and special guests as interested, to make presentations on the central theme and other topics of interest during the meetings of the Conference.
4. To ask international organizations, observer countries and special guests to submit relevant reports to Member Countries before each meeting with reasonable notice in order to enable appropriate review.
5. The PPT in coordination with the TS, will develop proposals for a Declaration and Plan of Action for each Vice-Ministerial meeting; those documents will be negotiated in advance, replacing the function previously held by the drafting committee.
6. Additionally, the PPT with the support of the TS, will prepare a summary of the activities and results of the dialogue of the RCGM and the Vice-Ministerial meeting, which will be presented at the end of each meeting for approval.
7. **Dialogue with the Regional Network for Civil Organizations on Migration (RNCOM)**

To strengthen the dialogue with civil society represented by RNCOM through the following actions:

1. To broaden the model for dialogue with civil society based on promoting the participation in specialized meetings, including the RCGM and the RCM meetings, holding discussions to identify joint agenda items and advocacy issues;
2. To ask the Presidency Pro-Témpore to maintain contact with RNCOM – well in advance and in coordination with the Technical Secretariat – with the aim of developing an agenda on matters of interest relating to the central theme of the Conference and other topics of interest.
3. To set up local mechanisms for meetings between RCM and RNCOM focal points for coordination and cooperation related to the works on topics of interest, as appropriate.
4. **Technical Secretariat**

To ask the Coordinator of the Technical Secretariat of RCM to adjust its operations to the new functioning and dynamics of RCM, by means of these actions:

1. Strengthening the links with the focal points of RCM through use of the available technology;
2. Strengthening the links with RNCOM, with the objective of promoting productive dialogue;
3. Submitting the financial report of the Technical Secretariat by e-mail to Member States 40 days in advance of the RCGM meeting to enable its evaluation by relevant experts.
4. **Synergies: Links and Cooperation with other Forums**

Given the nature of the issue of migration and considering that other specialized forums and consultative processes exist at a sub-regional and global level, the Coordinator of the Technical Secretariat should, when appropriate, carry out the following efforts:

1. To report to Member Countries on the opportunities to link the RCM agenda with that of other forums and consultative processes based on common interests; including the South American Conference on Migration (CSM), the Committee on Migration Issues of the Organization of American States (OAS), the Community of Latin American and Caribbean States (CELAC) and the Ibero-American Conference.
2. To inform the RCGM on possible mechanisms to improve cooperation and coordination with specialized international organizations in order to improve awareness regarding migrants. Mechanisms could include drafting proposals for awareness, dissemination, prevention, communication and information.