

## CHARTER REGIONAL CONFERENCE ON MIGRATION -RCM-



The Vice-Ministers of the Member Countries of the Regional Conference on Migration (RCM) Belize, Canada, Costa Rica, the Dominican Republic, El Salvador, Guatemala, Honduras, Mexico, Nicaragua, Panama and the United States:

CONSIDERING that, twenty-four years after its establishment, within the framework of the XXII and XXIII meetings of the RCM, the Vice-Ministers determined to initiate an evaluation process with the aim of relaunching this multilateral forum, renewing its mandate and guiding principles so it responds to the current realities and challenges the region faces in migration matters, and can be responsive to emerging, unforeseen situations in the future;

RECOGNIZING the willingness of the Governments of the Member Countries to collectively and individually adopt actions, guidelines, communiqués and declarations that have forged important results to strengthen migration governance in the region;

RECALLING that the relaunch of the RCM will be oriented to the strengthening and consolidation of the Conference as a first instance for political dialogue on migration issues, coordination and joint actions that contribute to an effective migration governance in all its dimensions, with full respect for the sovereignty of Member Countries as a cross-cutting axis for the protection of human rights;

REAFFIRMING that strengthening the RCM will consider the issues of interest, current migration

dynamics and perspectives of all the Member Countries that comprise it;

BEARING IN MIND that Member Countries intend to identify a set of shared, transformational, and high-impact regional migration challenges on which they can work collaboratively according to specific goals and deadlines;

RECALLING that during the XXI, XXII, and XXIII meetings of the RCM, the Vice-Ministers recognized that efforts pursued within the RCM should be in consonance with the decisions and actions taking place, as appropriate, in the framework of other processes;

UNDERSTANDING the important relationship between migration and development and the contribution of the 2030 Agenda for countries of origin, transit and destination<sup>1</sup>;

KEEPING IN MIND that Member Countries, as appropriate, will seek to find ways to support or reaffirm the commitments of the 2030 Agenda and the Global Compact for Safe, Orderly and Regular Migration<sup>2</sup>.

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1 The United States recognizes the 2030 Agenda as a global framework for sustainable development that can help countries work toward global peace and prosperity. We applaud the call for shared responsibility, including national responsibility, in the 2030 Agenda and emphasize that all countries have a role to play in achieving its vision. The 2030 Agenda recognizes that each country must work toward implementation in accordance with its own national policies and priorities.

2 The United States and the Dominican

RECOGNIZING that it is necessary to update joint work mechanisms with Observer Bodies and International Organizations and the Regional Network of Civil Society Organizations for Migration -RNCOM-, so that they are aligned with the priorities of the RCM and may contribute to the expected transformations, outcomes and impact;

REAFFIRMING that it is important to upgrade and strengthen the RCM Technical Secretariat so it becomes not only the coordinating body that ensures monitoring and support for the Declarations of the Vice-Ministers, but also acts as a substantive, technical and strategic entity that contributes to the achievement of the transformational goals.

**THEREFORE:**

The Member Countries decide to establish this Charter of the RCM as a framework to ensure the relaunch of the RCM from a redefinition of thematic priorities, institutional rearrangements and the identification of high-impact actions that can promote an effective migration governance in the short, medium and long term.

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Republic are not part of the Global Compact for Safe, Orderly and Regular Migration and therefore are not bound by any of the commitments and actions comprised in the Global Compact.

## **MANDATE, PRINCIPLES, APPROACHES AND GOALS**



### **Mandate**

The RCM is a Regional Consultative Process (RCP), that is voluntary, non-binding and operates by consensus<sup>3</sup>. It provides a space for respectful, frank and honest discussions among Member Countries on regional and international migration, ensuring greater coordination, transparency, and cooperation.

This multilateral forum works to foster regional efforts to strengthen migration governance; protect the human rights of migrants, especially of those in vulnerable situations; promote appropriate linkages between migration and sustainable development; define strategic priorities; and address the main challenges the region faces regarding migration; as well as strengthening, modernizing and managing borders.

### **Guiding Principles and Approaches**

Shared responsibility: Seek to more effectively work together to address, through joint initiatives and programs, the challenges related to migration through effective forms of cooperation and collaboration as countries of origin, transit, destination and return.

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<sup>3</sup> The possibility remains open for a country whose migration policy is inconsistent with any decision or initiative to express its reservations.

Acknowledge that countries of origin, transit, destination and return each have a responsibility to ensure the regular, safe migration of people, to take steps to ensure the integrity of regional migratory flows, and to act so that individuals are not subject of migrant smuggling nor victims of trafficking in persons.

Respect for Rule of Law: Affirm that RCM Member Countries should maintain the highest standards of respect for international law and develop and implement comprehensive migratory laws and policies that foster regular migration.

Human rights: Strengthen the capability of RCM Member Countries to protect and respect the human rights of migrants in countries of origin, transit, destination and return.

International cooperation: Harnessing the knowledge and capacities of Member Countries, Observer Countries, international bodies and organizations, and civil society organizations, to find joint solutions and foster capacity building and strengthening, promoting safe, orderly and regular migration as appropriate.

Sustainable development: Maximize the contribution of migration to sustainable development and vice versa, as appropriate, while addressing the particular challenges posed by different migration realities.

Best interest of the child<sup>4</sup>: This principle shall be primarily considered and taken into account, as appropriate, in all actions or decisions affecting migrant children and adolescents in the migration process.

Gender mainstreaming: Ensure that the human rights of all migrants are respected at all stages of the migration process, without distinction as to gender considerations.

Comprehensive approach: To address the challenges and opportunities of migration, a broad acknowledgement of the underlying causes and consequences of migration is essential, in addition to the participation, cooperation and coordination of governments, international bodies and organizations, and civil society organizations across sectors.

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4 The United States is not party to the Convention on the Rights of the Child. While the United States takes into account the best interests of the child, this is not always the paramount factor in the immigration context. It is the sovereign right of nations to determine how to detain minors humanely in the immigration context in accordance with national laws and policies. When alien children are placed in government custody, the United States ensures they are treated in a safe, dignified, and secure manner.

## Objectives

- To act as a platform for the discussion and articulation of national positions on regional migration issues, regional consultation, dialogue, and cooperation.
- To promote regional dialogue, cooperation and solutions on migration to address the challenges and opportunities of migration in the short, medium and long term.
- To promote the development and implementation of comprehensive legal frameworks, policies, and cooperative actions to ensure safe, orderly and regular migration flows.
- To promote the exchange of information, best practices, policies, procedures and activities that lead to the establishment of cooperation mechanisms to help ensure an effective migration governance in the region and access to international protection.
- To encourage, as appropriate, the exchange of national and regional disaggregated statistical data as a tool to facilitate migration-related decision-making, particularly regarding extraordinary migration situations and emergencies.
- To address key regional challenges on migration, starting from the establishment of an RCM Strategic Plan that includes results-based management of objectives and actions, in the short, medium, and long term.
- To provide support to the regional process for the implementation, monitoring and review of the Global Compact for Safe, Orderly and Regular Migration and the Global Compact on Refugees<sup>5</sup>.

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<sup>5</sup> Applicable to those countries that are part of the Compacts, in accordance with their national interests.

## MEMBER COUNTRIES, OBSERVER COUNTRIES, BODIES AND ORGANIZATIONS, AND PARTICIPATION OF CIVIL SOCIETY



## Member Countries

The RCM is comprised of eleven permanent Member Countries: Belize, Canada, Costa Rica, the Dominican Republic, El Salvador, Guatemala, Honduras, Mexico, Nicaragua, Panama and the United States<sup>6</sup>.

The Member Countries share the following criteria:

- Are geographically located in the Northern Hemisphere of the American continent.
- Accept a migration approach from a multilateral context.
- Support the rule of law and seek to foster legal migration.
- Respect the human rights of migrants.
- Are available to share their policies, legislation, and best practices regarding migration matters.
- Designate focal points in pertinent institutions dealing with migration matters so they can attend the RCM meetings and provide follow-up to the issues.
- Accept this Charter and its corresponding annexes.

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<sup>6</sup> In accordance with the Joint Statement of the Fourth Regional Conference on Migration, held in 1999, the process for admission of new Member Countries into this forum was closed.

## Observer Countries

The RCM includes Observer Countries, which can participate in open discussions of the annual RCM meetings, including the Meeting of the Vice-Ministers; they do not provide agenda items for consideration by Member Countries, or participate in the decision-making processes or the preparation of documents containing recommendations or commitments. The RCM may hold closed, private discussions between Member Countries without the participation of the Observer Countries.

The RCM welcomes new Observer Countries willing to contribute to the exchange of best practices on migration with the RCM Member Countries, as well as countries that are willing to collaborate on initiatives of mutual benefit to improve the management of migration in the region of the RCM.

For a country to be considered by the Vice-Ministers for observer status, it must:

- Accept a migration approach from a multilateral context.
- Accept the commitment to promote the well-managed, legal, and orderly movement of persons, promote effective migration governance and the respect for the human rights of migrants.
- Be available to share its policies, legislation and practices aimed at addressing international migration.

- Undertake to designate officials from those institutions dealing with international migration so that they attend the meetings of the RCM.
- Express, in writing, its support for to the commitments of this Charter, indicating its interest and commitment to advancing, as appropriate, the aforementioned principles.

The decision to accept or reject an application for Observer Country status shall be made, by consensus, by the Vice-Ministers during the private dialogue in the framework of the Vice-Ministers' Meeting.

Observer Countries may provide financial support to the RCM's Special Voluntary Fund, described below.

Observer Countries that do not participate in any meeting of the RCM for two consecutive years will automatically lose their observer status until they express their interest to participate again; their reinstatement shall be approved, by consensus, by the Vice-Ministers. To this end, the Presidency Pro-Tempore (PPT), through the Executive Secretariat, shall notify the absent Observer Country six months prior to the completion of the designated time period.<sup>7</sup>

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<sup>7</sup> In accordance with the follow-up mechanisms available to the Executive Secretariat (notifications, meeting between authorities, potential visit by the ES, etc.)

## **Observer International Bodies and Organizations**

The RCM includes international bodies and organizations with observer status that support the projects identified by the governments of the RCM Member Countries, which share information on topics of interest, provide technical and financial assistance, and formulate recommendations on specific cases.

For an international body or organization to be considered for observer status, it must:

- Have a mandate related to at least one of the key areas of the Strategic Plan and agree with the activities outlined in said plan.
- Express, in writing, its support to the commitments of this Charter by means of a request in writing to the PPT.
- Attend at least one meeting, activity and/or event of the RCM per year to preserve their observer status.

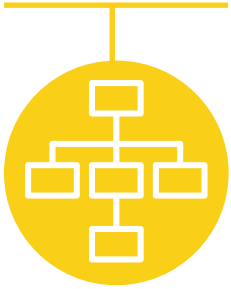
The international bodies and organizations that do not participate in any meeting of the RCM for two consecutive years will automatically lose their observer status until they express their interest to participate again; their reinstatement shall be approved, by consensus, by the Vice Ministers. To this end, the PPT, through the Executive Secretariat, shall notify the absent International Body or Organization.

## **Regional Network of Civil Society Organizations for Migration**

Organized civil society, through the Regional Network of Civil Society Organizations for Migration -RNCOM-, has permanent participation in the RCM, including a space for dialogue with the Vice-Ministers. The RCM may hold closed, private discussions between Member Countries without the participation of the RNCOM.

The work and participation of the RNCOM in the RCM will adhere to the principles and objectives of this Charter; to ensure greater participation and to capture the views and contributions of civil society, operates the Mechanism for the tripartite Team between the Executive Secretariat of the RCM, the Technical Secretariat of the RNCOM, and the PPT.

## INSTITUTIONAL SET-UP



To achieve its objectives, the RCM will have the following structure:

- Meeting of Vice-Ministers
- PPT of the RCM
- Regional Consultation Group on Migration - RCGM
- Working Groups<sup>8</sup>
- Executive Secretariat

### Meeting of Vice-Ministers

The Meeting of Vice-Ministers is the decision-making body of the RCM. It is attended at the Vice-Ministerial level (or equivalent) by migration-related agencies such as foreign affairs and immigration authorities of the Member Countries. The meetings are held every year, as well as extraordinarily, either face-to-face or virtually, when Member Countries so decide, either at the request of the PPT or at the initiative of another Member Country; its decisions are adopted by consensus.

The Meeting of Vice-Ministers may promote holding an extraordinary in-person or virtual meeting of Ministers to the extent that the dialogue, circumstances and/or results of the Conference's work so warrant.

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<sup>8</sup> The approved documents, work plans and actions resulting from the different Liaison Officers Networks may be revisited, as appropriate, by the different Working Groups that may be established.

In situations that warrant it, two or more Member Countries may meet within the framework of the RCM to address current issues affecting them. The meetings and their results will be shared with all Member Countries through the Executive Secretariat, as appropriate.

It is within the scope of the Meeting of Vice-Ministers:

- To establish the thematic priorities and guide the work of the RCM towards achieving its objectives.
- To promote a meeting of Ministers when the circumstances so warrant.
- To approve the Strategic Plan for a period of three (3) years, as well as its corresponding update, as recommended by the RCGM.
- To acknowledge and approve the annual work plan of the PPT, in line with the RCM Strategic Plan.
- To approve the priorities for the use of the Special Voluntary Fund, as recommended by the RCGM.
- To promote regional cooperation and develop common approaches, as appropriate, to address shared challenges.
- To approve the establishment of Working Groups, with their respective mandates, objectives and terms.

- To approve the appointment of the Executive Secretary of the RCM<sup>9</sup>.
- To approve or modify the manual for the recruitment, selection, hiring and evaluation of the Executive Secretary of the RCM, which will be raised by the RCGM<sup>10</sup>.
- To approve the budget of the RCM Executive Secretariat, based on the recommendation of the RCGM.
- To evaluate the performance of the Executive Secretary, considering the recommendations of the RCGM.
- To approve or reject the request from International Bodies or Organizations for Observer status to the RCM.
- To decide on the admission of Observer Countries to the RCM.

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9 Following the adoption of the present Charter, the term “Technical Secretary” or “Coordinator of the Technical Secretariat” mentioned in any document of the RCM, must be understood as “Executive Secretary”.

10 Approved in 2017, for the Coordinator of the Technical Secretariat.

### Presidency Pro-Témpore of the RCM

The PPT is determined by consensus of the Member Countries during the Vice-Ministerial Meeting, provided that a Member Country requests it or accepts to take on the role. The PPT changes annually, with the following functions:

- Facilitate, coordinate and chair meetings and key activities of the RCM.
- Identify, after consultation with Member Countries, priority activities for the RCM during its presidency term, in line with the Strategic Plan of the RCM.
- Take part and coordinate the activities of the Troika (outgoing, current, and incoming RCM Presidencies).
- Develop, with the support of the Executive Secretariat, draft Declarations of the Vice-Ministers and other statements, to be approved by the Meeting of Vice-Ministers.
- Be the spokesperson and representative of the RCM in regional and global instances, according to the capabilities and priorities of the Conference.
- Assume logistical expenses related to the meetings of Vice-Ministers and the RCGM.



## **Troika**

The Troika is comprised of the outgoing, current, and incoming RCM Presidencies. It is a technical and coordination mechanism to support RCM decision-making and the implementation of the Strategic Plan of the RCM.

The Troika, with the support of the Executive Secretariat, is responsible for creating synergies with other multilateral fora or consultative processes, including the South American Conference on Migration (SACM), to strengthen the work and achieve the objectives of the RCM.

Each country must cover the costs of participating in the meetings held to advance on this coordination mechanism of the RCM.

## **Regional Consultation Group on Migration**

The RCGM is the technical-policy coordination body of the RCM; it is composed of at least mid-level officials, preferably Directors, of migration-related ministries, such as foreign affairs and immigration authorities with decision-making capability that can formulate proposals.

It is within the scope of the RCGM:

- To prepare the proposal for the RCM Strategic Plan and submit it for approval by the Meeting of Vice-Ministers.
- To facilitate the accomplishment of the goals and activities outlined in the RCM Strategic Plan.

- To inform the meeting of Vice-Ministers about the implementation of the Strategic Plan, through the spokesperson of the PPT and the Executive Secretariat.
- To identify the critical obstacles that hinder the achievement, implementation and monitoring of the Strategic Plan, and to formulate strategies to address them.
- To provide a space for political and technical dialogue on migration to share information, experiences and best practices related to the Strategic Plan.
- To review and evaluate, annually, the Strategic Plan, to enable the action areas to continue to be relevant to the mandate and objectives of the RCM.
- To update the contents and validity of the Strategic Plan as appropriate.
- To hold at least two meetings per year, one mid-year and another before the Meeting of Vice-Ministers.
- To hold virtual meetings as deemed necessary.
- To propose to the Meeting of Vice-Ministers the establishment of Working Groups, with their respective mandates, objectives and duration (term).
- To approve the reports of the Working Groups.
- To review the draft Declarations of the Vice-Ministers and other relevant communications.

## Working Groups

The RCM, with the approval of the Vice-Ministers, may establish Working Groups to follow-up and implement the issues of the Strategic Plan.

The Working Groups will have a specific mandate, objective and term, which may be extended as necessary.

Ad-hoc Working Groups may be created to address circumstantial issues that are not contemplated in the Strategic Plan.

The Working Groups will be attended by technical officials from the ministries of foreign affairs, competent migration authorities and specialized national institutions, as appropriate. In addition, the RNCOM and observer international bodies and organizations, according to their specific mandate, will participate, supporting the technical-substantive work of the relevant Working Group. The Working Groups reserve the right to hold closed, private discussions between Member Countries without the participation of the civil society or observer countries, bodies and organizations.

It is within the scope of the Working Groups:

- To develop and update its work plan, in line with the objectives of the RCM and the Strategic Plan.
- To submit pertinent work reports to the RCGM.

- To propose programs, projects, studies or activities that contribute to the achievement of its work plan.
- To create a technical space for dialogue, exchange of information, best practices, and initiatives that have an impact on the specific issues within their area of competence.
- To hold at least two annual meetings, either remotely or face-to-face.

Every year, the Working Groups shall evaluate their actions according to their results, which must contribute to addressing the challenges for which they were created.

Documents, actions and work plans resulting from the Liaison Officers Networks, and approved within the framework of the RCM, may be revisited, as appropriate, in the different Working Groups that may be established. Likewise, the documents resulting from the Ad Hoc Group on Extra-regional Migrants.

## Executive Secretariat<sup>11</sup>

It will be run by an Executive Secretary, to be appointed during an Ordinary or Extraordinary Meeting of Vice-Ministers, either virtual or face-to-face, for a period of 2 years, renewable for a

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<sup>11</sup> Following the adoption of the present Charter, the term “Technical Secretary” or “Coordinator of the Technical Secretariat” mentioned in any document of the RCM, must be understood as “Executive Secretary”.

maximum of two periods, namely up to 6 years. The Executive Secretary must have been elected after the process of invitation and selection, as decided by Member Countries<sup>12</sup>.

The Executive Secretary is the highest-rank officer of the RCM Executive Secretariat and represents the Conference in discussions with other RCPs and organizations related to migration.

The Executive Secretary shall be a national of any of the Member Countries, with a renowned trajectory in migration issues, a high degree of impartiality, independence of judgement, and integrity. Other specific qualities and competencies are detailed in the respective Manual.

The Executive Secretary shall perform the following functions:

- To participate as part of the RCM at the regional and international level, when entrusted by the Meeting of Vice Ministers or the PPT, establishing contacts with government and diplomatic authorities as well as with international bodies and organizations and the RNCOM.

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12 Procedure detailed in the Manual approved by the Member Countries for that purpose in January 2017.

- To execute or coordinate the implementation of the mandates arising from the Meeting of Vice Ministers, the RCGM, the Strategic Plan, the Working Groups and the Ad-hoc Working Groups.
- To formulate strategies for the strengthening and continuous improvement of the RCM.
- To coordinate with Member Countries, international bodies and organizations, civil society organizations and other international entities, the non-reimbursable technical and financial cooperation necessary to achieve the objectives of the RCM, those of its Strategic Plan, and the proper operation of the Executive Secretariat. In this sense, it may accept financial or in-kind donations, with prior authorization of the PPT, and in accordance with the internal procedures of the International Organization for Migration (IOM)<sup>13</sup>.
- To promote opportunities to link the RCM's agenda with other specialized fora and consultative processes.
- To promote the dissemination of successful experiences of the RCM.

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13 As stipulated in the Memorandum of Understanding between the International Organization for Migration (IOM) and the Presidency Pro Tempore (PPT) of the Regional Conference on Migration (RCM), to strengthen the implementation and monitoring of the budget of the RCM's Technical Secretariat (TS), signed on November 30, 2017.

- To inform the RCGM about possible mechanisms to enhance collaboration and coordination with specialized international bodies and organizations.
- To draft the Administrative Regulations and other relevant instruments for the proper operation of the Secretariat, and to submit them for consideration by the Meeting of Vice-Ministers. This will take into account applicable rules of the IOM<sup>14</sup> and of the International Civil Service.
- To provide substantive, technical and logistical support to the PPT and Member Countries to help plan, organize and carry out the different meetings and activities of the RCM.
- To advise the RCM Member Countries about migration issues.
- To update continuously the RCM Glossary.
- To maintain permanent contact and coordination with the focal points of Member Countries and Observer Countries and international bodies and organizations, as well as with representatives of the RNCOM, in order to achieve the objectives of the RCM.

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14 As stipulated in the Memorandum of Understanding between the International Organization for Migration (IOM) and the Presidency Pro Tempore (PPT) of the Regional Conference on Migration (RCM), to strengthen the implementation and monitoring of the budget of the RCM's Technical Secretariat (TS), signed on November 30, 2017.

- To coordinate the management, administration, and updating of the RCM website (Virtual Secretariat).
- To prepare budgets for the operation of the Executive Secretariat of the RCM, as well as for the activities that require them.
- To prepare financial, operational, narrative, and other general reports on the activities of the Executive Secretariat of the RCM. In particular, to prepare quarterly financial and operational reports that will be available to the Member Countries of the RCM.
- To take all reasonable steps necessary for the proper operation of the Executive Secretariat of the RCM.

The Executive Secretariat counts on a technical team, appointed by the Executive Secretary, in accordance with the parameters outlined and approved by the Member Countries. For this purpose, the criteria of the IOM shall be applicable<sup>15</sup>.

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15 As described in the Memorandum of Understanding between the International Organization for Migration (IOM) and the Presidency Pro Tempore (PPT) of the Regional Conference on Migration (RCM), to strengthen the implementation and monitoring of the budget of the RCM's Technical Secretariat (TS), signed on November 30, 2017.

## PILLARS OF THE RCM

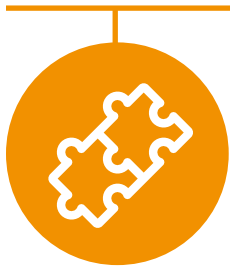


To advance its mandate the RCM focuses on the following pillars, which are connected to each other and have as cross-cutting axis the respect for the human rights of migrant persons:

- Migration governance
- Integration, migration and its links to development
- Preparedness, protection, assistance and irregular migration

Based on these three pillars, the RCGM shall elaborate a Strategic Plan.

## STRATEGIC PLAN



The Strategic Plan is a specific, results-oriented framework that seeks to ensure that the resources available to the RCM are used effectively and efficiently. The Strategic Plan will be elaborated, evaluated and monitored by the RCGM, under the coordination of the PPT and the Executive Secretariat. The Meeting of the Vice-Ministers will approve the Strategic Plan.

The Strategic Plan will have duration of three (3) years; the RCGM will evaluate, on a yearly basis, the accomplishment of its objectives, based on the achievement of each goal, and shall inform the Vice Ministers on the progress towards the objectives. The implementation of the Strategic Plan will be in charge of the Working Groups that may be established for that purpose.

The guidelines for the elaboration of the Strategic Plan are included in Annex A of this Charter.

## FINANCING



### Membership fees<sup>16</sup>

The RCM's work and core activities are financed by annual voluntary contributions of its Member Countries, based on the following anticipated scale:

The United States contributes 50% of the total annual budget.

Canada accounts for 25% of the total annual budget.

Mexico accounts for 12.5% of the total annual budget.

The remaining members of the RCM are responsible for contributing equally to the remaining 12.5% of the total annual budget.

The annual budget is approved through the consensus of Vice Ministers. In case there are Member Countries that have not paid their share for a period of two consecutive years, they shall have voice but no voting rights in the decisions adopted by the Vice Ministers. Member Countries that continue in this situation for four consecutive years, will not be able to participate in RCM meetings.

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<sup>16</sup> In accordance with the Agreement between the Government of Guatemala, through the Ministry of Foreign Affairs, and the International Organization for Migration (IOM), for the financial support of the Regional Conference on Migration (RCM) and the Reserve Fund for Assistance of Intra-regional Migrants in Highly Vulnerable Situations, for Guatemala, the Membership Fees refer to "financial contributions".

### **Special Voluntary Fund**

A Special Voluntary Fund is established, which is open to voluntary contributions by the Member Countries and Observer Countries of the RCM, observer international bodies and organizations, international entities, the RNCOM, and the private sector. The resources of this Fund will be allocated to programs, projects, studies and activities that contribute to the achievement of the Strategic Plan objectives.

The Member Countries, Observer Countries, Observer International Bodies and Organizations, and the RNCOM that propose activities in line with the objectives of the Strategic Plan, to be financed by the Special Voluntary Fund, be responsible for confirming the availability of resources for the entire activity, from inception to completion.

### **Contribution of Observer International Bodies and Organizations and the RNCOM to the RCM**

Observer international bodies and organizations and RNCOM may provide technical and financial support, according to their capacities, to the RCM, giving priority to the design and implementation of programs, projects, studies and activities of regional impact for the achievement of the Strategic Plan objectives.

Also, according to their capabilities, they may provide technical and financial support to regional events related to the fulfillment of the objectives of the Strategic Plan.

## **COMMENCEMENT AND MODIFICATION OF THE CHARTER**



This Charter shall become effective after it is approved by the Vice Ministers.

Any modification proposal to this Charter shall be submitted by the Member Countries to the Meeting of Vice-Ministers through the RCGM.

### **ANNEX A: Guidelines for the elaboration of the Strategic Plan**

#### **1. Purpose**

The present annex aims to provide guidelines for the elaboration of the Strategic Plan, having as framework the Charter.

#### **2. Working Groups**

Working Groups shall have a defined mandate, a roadmap and a limited term according to the Strategic Plan. They shall be recommended by the RCGM and approved by the Vice Ministers to address specific topics of one or more of the three pillars of the RCM.

Participation in an ordinary or Ad-hoc Working Group is open and voluntary for RCM Member Countries. The use of digital or alternative communication platforms is recommended to facilitate the effective and efficient work of the groups.

#### **3. Areas of Action of the Working Groups**

The areas of action of the Working Groups shall be based on the pillars defined in the Charter. Each Working Group will set its own objectives and priorities for the attainment of specific results.

Member Countries shall select sub-topics that are framed in one of the three pillars and, as appropriate, will incorporate, complement, and leverage the commitments, actions and work plans undertaken throughout the existence of the RCM.

#### **4. Follow-up and monitoring mechanism**

In order to conduct the annual review of the Strategic Plan, a registry of all activities carried out by the Working Groups will be kept, indicating the actions that will take place each year; a follow-up matrix will be developed to track each action, including the following:

- Action line for the implementation of the thematic area
- Description
- Expected outcomes, indicators, and goals
- Responsible party (RCM Member Countries, PPT, Executive Secretariat of the RCM, Working Groups, RNCOM, etc.)
- Deadline
- Status (completed / in process / not reached)

The follow-up matrix will be updated and/or modified in accordance with the achievement of the objectives of each Working Group.

The PPT, with the support of the Executive Secretariat, shall prepare an annual report, based on the follow-up matrix, containing the following:

- Commitments achieved, in process, and pending
- Balance of the work performed
- Recommendations/ Next steps

Prior to ending the term of the Strategic Plan, and considering the follow-up matrix and the achievement of the corresponding goals and indicators, based on the recommendations of the PPT and the Executive Secretariat, the Member Countries shall determine the modifications or redefinition of the Strategic Plan for the next three (3) years.



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