

## Our services during EMRIP

Docip provides the following tools and services for the indigenous delegates to facilitate the work during the Expert Mechanism on the Rights of Indigenous Peoples (EMRIP):

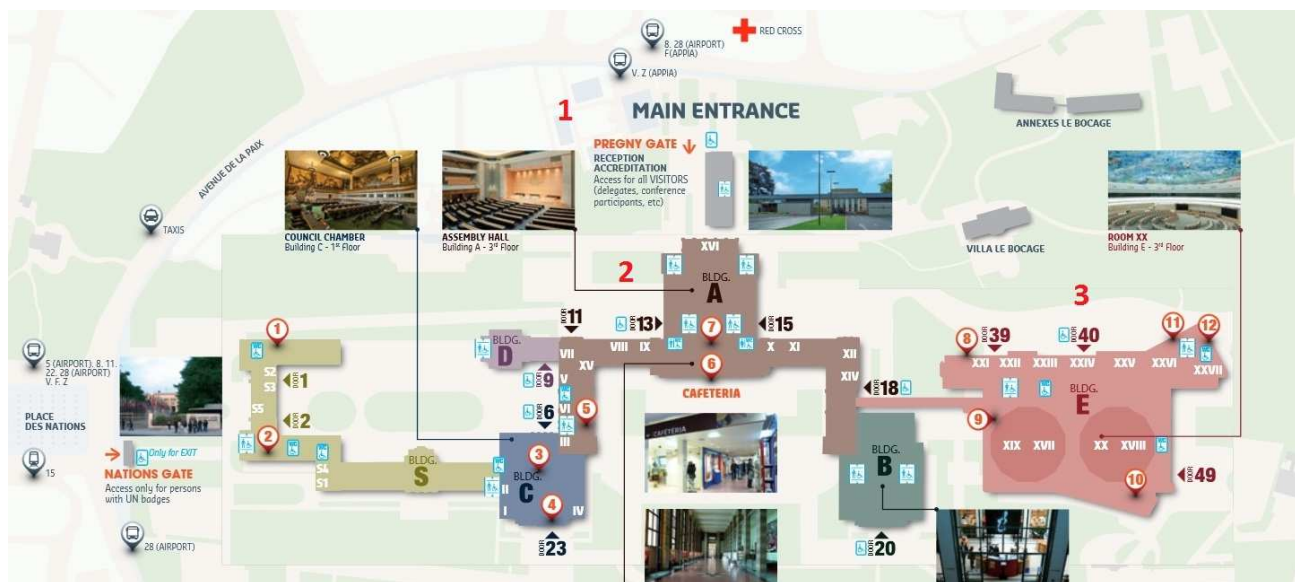


### Where can you find us in the UN?



#### We are located in Conference Room E-3007

After passing through the security checkpoint at Pregny Gate (area 1 on the map, opposite of the Red Cross Building), and once you have registered yourself, walk across the plaza direction Palais Wilson (Building A) (2). Before arriving at the building, turn left and follow the street until you get to Building E and door E-40(3). Enter the building and take the escalator upstairs. Turn left and you will see the main conference room XX. Our office is located behind the conference room E-3007.



#### Legend

- 1-Pregny Gate (8 - 14 avenue de la Paix 1211 Geneva 10) and accreditations
- 2-Building A, Palais Wilson
- 3-Building E, entrance at door E-40

Docip's Technical Secretariat will be open from **9-13 July 2018** each day from **9 am to 7 pm**



## Technical Secretariat

**Free Translations:** from and into English – Spanish – French – Russian

Docip translates any documents, such as :

- Communications (with the Special Rapporteur, EMRIP members, UN agencies, etc.)
- Presentations from side-events or flyers
- Statements



For a document of 2-3 pages, we do guarantee a turnaround time of 24 hours. The translation of longer documents will depend on the availability of our volunteer translators.



Please direct your request to Karen Pfefferli ([karen@docip.org](mailto:karen@docip.org)).

**Interpretation:** English, Spanish, French and Russian.

- Side-Events
- Bilateral or informal meetings (with Special Rapporteur, States, IPO, etc.)
- Caucus meetings



This year, for the side-events only, there will be a cost of 70 CHF per hour/interpreter, depending on the situation of each indigenous organisation. Informal meetings, caucus meetings or other meetings are not concerned.



Please also inform us of your needs as soon as possible, as organising a team of interpreters takes time, and the number of volunteers is limited.



Please contact Karen Pfefferli ([karen@docip.org](mailto:karen@docip.org)) for more information or to request interpretation.

## Computers and Internet Access

The office will have several computers and printers for your personal use and for support of your work. If the technical secretariat is closed, a workplace with computers and Wi-Fi connection will be available at Geneva Welcome Centre (CAGI, 2nd floor), which is located 10 minutes away from the UN (106, route de Ferney, 1202 Geneva). Visit <http://www.cagi.ch/en/delegates-welcome/working-and-meeting-rooms.php> for more information.

## Photocopies

A photocopy machine is available in our office.

## Networking

If you wish to meet an international actor (Permanent Mission, Expert, International Organisation delegate, EU institutions, etc.) we can help you to meet them.



## Documentation Centre

### PURPOSE:

- collects any kind of documents in regards to indigenous issues and make it available for use on its database.
- safeguards the memory of the recognition of the rights of Indigenous Peoples at the international level.
- carries forward these memories, especially to younger generations, through their diffusion on CD-ROMs, DVDs, online, by photocopies on demand, etc.
- Responds to information requests and undertakes research for Indigenous Peoples' representatives, academics, diplomatic missions, and other interested parties.

### The documentation Centre's collection contains the following:

- **Digital Documents**
  - statements made by representatives of Indigenous Peoples, international organisations and governments
  - documents relating to Indigenous Peoples from UN treaty bodies and agencies such as WIPO
  - documents linked to follow-up of the World Conference on Indigenous Peoples.
- **Journals**
- **Monographs and Thematic Files**
- **Multimedia:** CDs and DVDs that include documents from different working groups during the UN conference



In October 2017, UNESCO recognised the collection of Statements made by Indigenous Peoples at the UN between 1982 and 2015 as World Heritage under the Memory of the World Programme.

We continue to build the collection and preserve the documentary heritage of indigenous peoples. Statements collected from 2016 are not considered as part of the nomination and it would be proposed for inscription at a later date.

### During EMRIP, Docip:

- compiles **statements** delivered during the sessions of the Permanent Forum
- posts them online in order to make them available to all, including those people who are unable to attend the conference. Link: <http://bit.ly/statementsEMRIP11>.



Please deliver a copy of your statement to our documentation service! **Our volunteers will ask you for it in the conference room**, but you can also bring it to our office or send it by e-mail to [documentation@docip.org](mailto:documentation@docip.org). Thank you!



For more information, please contact our documentation manager, Priscilla Saillen at [priscilla@docip.org](mailto:priscilla@docip.org).



## Docip's Information Service

**PURPOSE:** Docip provides and relays timely information on international issues of interest for Indigenous Peoples' Organizations and their supporters. The news are published in four languages (English, Spanish, French, and Russian).

**Before the session** we will inform you on the following subjects:

- information on Docip's services
- information on the Indigenous Peoples Caucus Preparatory and follow-up meetings
- information from the EMRIP secretariat
- important official documents for the session
- Information and documents on side-events

**During the session** our website will offer you a daily agenda of the programme and side-events in four languages.

Our Facebook and Twitter pages will keep you updated on last minute changes, deadlines, and important events.



You can read the news on our website <http://bit.ly/docip-news> or by subscribing to our mailing list <http://bit.ly/docip-subscription>.

To take part in our social network, follow us on Facebook (@docip.org) and Twitter (@Docip\_en).



For further information or to submit information for dissemination, please contact Pascal Angst at [pascal@docip.org](mailto:pascal@docip.org).



## **Docip's strategic support services on UN mechanisms**

Docip supports:

- Documentation research
- Legal research
- Networking with other delegates or organisations
- Follow-up on the agenda of the treaty bodies, UPR, funds, etc.



If you have questions or doubts regarding your communication to the Special Rapporteur or other UN bodies regarding the rights of indigenous peoples, contact the support services for general information, advice on the procedure to follow, as well as for support in writing your communications



These support services are offered in English, Spanish and French, as well as with Russian interpretation



Contact Josée Daris directly by mail at [josee@docip.org](mailto:josee@docip.org) or coming to the Docip's office located in conference room E-3007) between 9am and 6pm.



## Docip's Publication Service

**PURPOSE:** Docip provides a clear and accessible insight of the international discussions to indigenous communities worldwide and gives readers the keys needed for following and engaging in the discussions related to the recognition of indigenous peoples' issues and rights in the international arena.

The publications :

- summarise the interventions presented in the relevant international mechanisms that might be of interest of indigenous communities, respecting our principles of neutrality and impartiality.
- are edited in four languages: English, Spanish, French and Russian.
- are distributed by mail, on our social media (Facebook page and Twitter) and by mailing exclusively for the Update, to reach indigenous communities in remote areas and raise awareness about those issues.



Each year, two summary notes (summaries of UNPFII and EMRIP sessions) and one Update (news on what is happening at the international scale on indigenous peoples' rights) are edited.



For more information, you can contact Claire Moretto at [claire@docip.org](mailto:claire@docip.org),



To subscribe to receive our Publications, you can use the following link: <http://bit.ly/docip-subscription>.



## Docip's capacity transfer training



Docip also organises a 15-day capacities transfer training in Geneva once a year for seven indigenous delegates, with rotation among the various regions (as understood by the Permanent Forum and by the Expert Mechanism).



For more information about that, you can contact [training@docip.org](mailto:training@docip.org). You can find more information on our training programs on our website at <http://www.docip.org/en/our-services-solutions/capacities-transfer-and-training/>.



## Docip Services at the EU

**PURPOSE:** Docip works mainly at facilitating the transfer of information between Indigenous Peoples – who wish to inform the European Union (EU) about local issues faced by their communities – and the European institutions.

Docip's office in Brussels is at the disposal of Indigenous Peoples to:

- facilitate contacts with the EU
- inform and assist you on the EU processes (legislative process, civil society consultations, call for proposals, etc.)
- inform you on the key elements of the European agenda
- assist indigenous delegates who wish :
  - to get EU decision-makers involved in and raise their awareness of indigenous issues in order to make them, in the long term, an EU priority.
  - to encourage the European Union to eliminate or alleviate the abuses suffered by their community.
  - to create precedents that could be used by other indigenous delegates to promote their communities' concerns.



If you have questions or wish to get in touch with our team in Brussels, please contact them at: [eu@docip.org](mailto:eu@docip.org)

*Docip/KP, JM/May 2018*

With the support of:



*The contents of this document are the sole responsibility of Docip and can under no circumstances be regarded as reflecting the position of funding organizations*