



Centre de documentation, de recherche et d'information des peuples autochtones
Indigenous peoples' centre for documentation, research and information
Centro de documentación, investigación e información de los pueblos indígenas
Исследовательско-Информационный Центр Документации Коренных Народов

Accreditation for the 18th session of UNPFII

To be accredited for the 18th session of UNPFII, two steps are necessary:

- 1) Create or update your profile on the integrated Civil Society Organizations (iCSO) System.
- 2) Register for the conference via INDICO.

If you have already participated at a session of UNPFII, please follow the steps indicated in section (a); if it is your first time, please go to section (b).

(a) For NGOs with ECOSOC status, IPOs and Academics that have participated at a previous session of the Permanent Forum, you need to do the following:

- 1) First, review and update your contact information in the integrated Civil Society Organizations (iCSO) System: <http://bit.ly/unpfii-updatecontact>
 - After you have logged in, click on *Profile* and check the accuracy of your contact information; update as necessary.
 - Under *Contacts & Participants* you can enter the information of the members of your organization.
- 2) The second step consists of registering for the conference.

*To register you will need: your passport or other identification document and a photo. Be aware that the deadline for registration is **8 April 2019**.*

- Registration must be completed via the INDICO platform, which you can access through this link: <https://reg.unog.ch/event/28350/>
- Click on "Register now".



Registration for this event is now open
Deadline: 8 Apr 2019

Register now >

- If you already have a user account, please access your profile, update your personal information and click on "Submit". Once this step is completed, you will get a confirmation message.



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If you do not have a user account, follow the steps indicated below:

(If you have already participated at other conferences, such as EMRIP in 2018, the account remains the same and you can proceed directly to step 3.)

1) Create your account:

- Click on the *Create a new account* button.
- Fill in your personal information on the form (must match your identification document!).
- Click on *Confirm* to submit your profile information.

2) Activate your account:

- You will receive an automated email from the system confirming your account and asking you to activate it.
- Once you click on the Activation Link in the email, your account will be activated and you will be able to register for events open to representatives of your NGO.

3) Register for events:

- Log in to Indico using your credentials (as in step 1) on the UNPFII registration page: <https://reg.unog.ch/event/28350/>
- Click on the *Register now* button.
- Verify your personal details and fill in any additional required information.
- Under *Representative Type*, select NGO and type the name of your organization (select from the list that appears).
- Click on the *Register* button to submit your request.

Important: You will receive an email notification when your registration has been approved (**official confirmation letter**). **Print out** the confirmation letter to present when picking up your badge.

If you have any difficulty registering, please download the step-by-step guide for participants:

http://csonet.org/content/documents/Indico_Quick_Guide_for_NGO_Participants.pdf



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(b) For new IPOs and Academics participating for the first time at a session of the Permanent Forum:

*Be aware that the deadline for online registration is **25 March 2019**.*

- 1) The first step is to create a new profile in the integrated Civil Society Organizations (iCSO) System.
 - In order to do this, it is necessary to download and read carefully the participation guide for new NGOs and Academics, which you can access through this link:
<https://www.un.org/development/desa/indigenouspeoples/wp-content/uploads/sites/19/2019/02/Participation-Guide-UNPFII18-en-1.pdf>
 - Once this step has been completed, you will receive a confirmation email informing you that your organization is officially confirmed to participate at the 18th session of UNPFII. **Important:** Without this confirmation email you cannot proceed to the second step.

- 2) The second step is to register for the 18th session via the INDICO platform. To complete your registration, please follow the steps listed on page 2.

If you have any difficulty registering or have questions related to your participation, please contact: indigenous_un@un.org