



World Conference of Ministers
Responsible for Youth 2019
and Youth Forum

Lisboa+21

Conferência Mundial de Ministros
Responsáveis pela Juventude 2019
e Fórum da Juventude



GUIDELINES FOR SIDE EVENTS

As part of the program of the World Conference of Ministers Responsible for Youth 2019 and Youth Forum Lisboa+21, Delegations, Observers or other Non-Governmental Organizations (NGO), Intergovernmental Organizations (IGO) or public institutions are invited to organize side events related to the Agenda of the Conference and Youth Forum.

The side events should take place alongside the formal program of the event, on the afternoon of the 21st of June and throughout the 22nd of June.

Any Delegation, Observer or other NGO, IGO or public institution interested in organizing a side event related to the World Conference of Ministers Responsible for Youth 2019 and Youth Forum Lisboa+21 must submit a proposal by 26 May 2019. Organizers shall make all the necessary arrangements directly with the Executive Secretariat of the Conference.

Topics: Organizers are encouraged to make efforts to coordinate and co-organize events that address topics that are within the scope of the themes of the World Conference of Ministers Responsible for Youth 2019 and Youth Forum Lisboa+21.

Duration: 45 to 75 minutes

Room requests: The side events will take place in rooms in a walking distance from the venue of the event.



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Equipment: Once confirmed, the side event will be allocated to a room with basic audiovisual equipment. Please note that contracting and supporting the costs of further equipment and materials is of the responsibility of the organizers.

Working languages: The working languages of the side events are English and Portuguese but we strongly recommend organizers to hold their events in English or to contract their own interpretation services with the support of the Executive Secretariat. The costs associated to the interpretation will be the responsibility of the organizers of the side event.

Event Summaries: Side event organizers are requested to submit their proposals on the form provided on <http://www.lisboa21.gov.pt/> no later than 26 May 2019.

A list of the confirmed side events, for which requests have been submitted on time, showing the assigned venues and time slots will be made available on the website <http://www.lisboa21.gov.pt/> by Friday, 31 May 2019. Further publicizing shall be the responsibility of the organizers.