

IDSN Policy and Guidelines on Participation in IDSN organised events

Adopted by the Board 7 March 2015

1. As stated in IDSN's statutes, one of the core aims of IDSN is to facilitate and support Dalit rights interventions/interventions of affected communities internationally, including before UN human rights mechanisms, institutions of the European Unions, the International Labour Organisation, and other multilateral bodies and forums.
2. IDSN facilitates representation from caste-affected countries normally identified in consultation with IDSN members, in agreed prioritised events, including United Nations and EU meetings, lobby interventions and IDSN organised events.
3. The overall framework for interventions and participation in events, facilitated or supported by IDSN, is the organisation's long-term strategy; programme priorities and the budget.
4. Members may be invited to identify and propose participants to the secretariat for IDSN related events, and they are obliged to accept the overall framework and budget; the decisions taken by the Board and the Secretariat on specific events and particular interventions. This includes adhering to the agreed number of participants.
5. IDSN seeks to secure due, fair and appropriate representation. (see also Principle 8)
6. The composition of IDSN teams for specific interventions and events must be balanced to serve the purpose of the intervention; i.e. the qualifications and competencies required in the team and in the sub-teams representing a country or a region; balanced representation in terms of gender and affected communities; and the budget for event.
7. IDSN aims to ensure participation of Dalit women representatives and young Dalit women in its interventions, on an annual average with no less than 40% female participation.
8. Members and associates are encouraged to train and develop capacity for a group of people from their constituency, who can participate in international events related to IDSN activities.
9. Members propose participants within a given timeframe; and should provide the necessary details by the agreed deadline. Where the deadline is not met, the Secretariat reserves the right to reach out to other appropriate participants to ensure the success of the event or intervention.
10. Relatives and spouses are usually not eligible as team members; in exceptional cases and only if based on specific professional competencies required in a given context exception

from this rule may be made. The Secretariat must be informed of a family relation in connection with the nomination for participation.

11. Participants are identified on the grounds they have the relevant qualifications or experience for a particular event. Participants should ensure they are prepared in advance of travelling; this includes participating actively in the planning, advance lobbying and provision of relevant information from that particular country or any thematic areas as may be relevantly requested.
12. New participants to IDSN supported international advocacy interventions or events are expected to provide a brief report on the experience to the Secretariat.
13. Those who receive funding directly from IDSN for their participation in an international event, and who are not accompanied by secretariat staff, are obliged to submit a brief report on interventions, outcomes and official meetings held for the duration of the stay.
14. Participants in IDSN sponsored interventions are also required to provide a feedback to their own constituency.
15. IDSN cannot reimburse any costs related to travel and similar activities, which have *not* been previously agreed.
16. Expenses covered are affordable accommodation, insurance, visa fee and low fare international travel. Pre-payment and re-imbusement will only be done by wire transfer on the basis of original receipts. IDSN provides a daily subsistence allowance (DSA) in accordance with Danish Government rates. Meals paid by IDSN or official functions will be deducted from this allowance. IDSN will not cover stay for additional days beyond what is necessary for the completion of planned activities.
17. Members whose representatives have been invited must demonstrate transparency in the total funding arrangement; e.g. in the case multiple donors or inclusion of additional participants who are not covered under the IDSN budget.