**THIRD SPECIALIZED MEETING OF CIDI** OEA/Ser.W/XII.4.3

**OF HIGH-LEVEL AUTHORITIES ON COOPERATION** CIDI/RECOOP-III/doc.5/21 rev.1

December 2 and 3, 2021 1 diciembre 2021

Washington, D.C., United States of America Original: Spanish

VIRTUAL

DRAFT METHODOLOGY AND GUIDELINES FOR SPEAKERS AT THE EVENT

*“Cooperation and partnerships as engines for socioeconomic recovery   
post-COVID-19 in the region”*

1. INTRODUCTION:

The Executive Secretariat for Integral Development (SEDI) of the OAS faces the challenge of addressing the priorities of the region related to development, defined through the different processes of the Organization, at the same time aligning its work with the regional attainment of the 2030 Agenda and its Sustainable Development Goals (SDGs). International cooperation and partnerships represent an opportunity for action for the OAS/SEDI as a catalyst for cooperation between the member states and other actors, such as international and regional agencies, financial institutions, foundations, academic institutions, and the private sector, a role that has taken on greater importance with a view to the unprecedented socioeconomic crisis generated by the COVID-19 pandemic.

The Inter-American Agency for Cooperation and Development (IACD) is a subsidiary organ of the Inter-American Council for Integral Development (CIDI), established by the member states to promote, coordinate, manage, and facilitate the planning and implementation of programs, projects, and “partnership for development activities” in the OAS. The IACD has a Management Board (MB/IACD), made up of nine member states, one of which serves as chair and another as vice-chair, and the OAS/SEDI as technical secretariat.

The Meeting of High-Level Authorities on Cooperation is convened by the CIDI every three years, following the cycle of ministerial meetings of the CIDI. This is the third meeting of High-Level Authorities on Cooperation in the framework of the OAS.

1. AUDIENCE AND EXPECTATIONS:

The cooperation authorities of the member states are experienced decision-makers and policymakers who attend a variety of events to learn from one another and to listen to presentations made with novel and relevant information. A successful meeting will foster an exchange among participants from different spheres, making it possible for the authorities to identify the potential to improve national programs and policies and to give impetus to regional collaboration, particularly in the context of the OAS.

For this third meeting on cooperation the member states decided to have a more practical and action-oriented exchange given the urgency of acting and the need to respond to the current crisis. In this regard, the expectation is to have a dialogue and exchange among the attendees on the priority areas identified to find points of agreement for future collaboration, which will result in a catalog of offers of cooperation.  The priority areas are: (i) The knowledge, virtual, and digital economy, (ii) MSME economic recovery, (iii) Education in the digital era, (iv) the future of work and job recovery, (v) climate action and building resilience, and (vi) the health systems.

1. SEQUENCE OF THE MEETING AND DURATION OF THE SPOKEN REMARKS:

The meeting will be held in a virtual format for two half-days, beginning at 1:00 p.m. (U.S. Eastern time) on December 2 and 3, 2021. The platform will open one hour in advance for connection tests, starting at 12 noon.

Day 1 – December 2, 2021:

The president of the Management Board of the Inter-American Agency for Cooperation and Development (IACD), El Salvador, will chair the meeting and will moderate the sessions the first day. The moderator will have the support of a rapporteur from the Secretariat, who will draft a document with the main conclusions of the session and the specific actions proposed.

*Opening and plenary session:* The first two sessions are protocolary and procedural, including the opening, the election of the chair of the meeting, approval of documents, and presentation of the report by the Secretariat to the authorities. These sessions will be assigned 20 and 25 minutes respectively.

*Second plenary session:* It is the dialogue among authorities on cooperation of the OAS member states. The dialogue is divided into two parts:

* The first part of the dialogue has the objective of providing orientation on the actions required in the context of the IACD to do more strategic work and to respond to the emerging needs in terms of cooperation in the OAS. In particular, topics to be addressed include the updated model of the ministerial meetings of the Inter-American Council for Integral Development (CIDI), and the role of the cooperation authorities in strengthening the sectoral ministerial processes,[[1]](#footnote-1)/ as well as the renewal of financing for partnership for development activities. The moderator will make a thematic and methodological introduction to last 15 minutes and will then offer the floor to the delegations. Three minutes will be allocated to each delegation and a dialogue will ensue, for a total of 30 minutes per sub-topic.
* The second part of the session is an invitation to the cooperation authorities of the member states to present and make concrete offers of cooperation, including catalogs, programs, technical assistance, exchange of knowledge, experiences and good practices, and information on available financing. The authorities are also invited to highlight their interest in supporting one or several projects in the prioritized areas, circulated ahead of time, identifying whether there could be cooperation and how to concretize it. The catalog of projects and the areas of cooperation prioritized are available at the [CooperaNet](https://www.oas.org/ext/es/desarrollo/cooperanet/Autoridades-de-Cooperacion/Reuniones-de-Autoridades) platform. Five minutes will be allocated for each delegation and a space will be opened up for dialogue, for a total of two hours for this session.

*Third plenary session:* It is an invitation to cooperation authorities from the member states who are currently leading other regional and subregional cooperation initiatives in order to identify opportunities for coordination between the OAS and other institutions with similar mandates. Five minutes will be set aside for each speaker, for a total of 30 minutes for this session.

Day 2 – December 3, 2021:

The Vice-Chair of the MB/IACD, the United States of America, will moderate the sessions the second day. The moderator will be supported by a rapporteur from the Secretariat, who will draft a document with the main conclusions of the session and the concrete actions proposed.

*Fourth plenary session:* Discussion among the member states and strategic partners relevant for helping in the process of recovery. The session will begin with remarks to frame the dialogue, by a multilateral agency, focused on cooperation and the partnerships among different actors. Ten minutes will be assigned to this opening session.

Subsequently, the strategic partners will make their remarks along the same lines as the cooperation authorities, highlighting their interest in supporting one or several projects in prioritized areas circulated ahead of time, identifying solutions, tools, and complementary resources that make it possible to go forward with the cooperation. Five minutes will be allocated for each speaker, distributed as follows based on the number of speakers:

* Permanent observer states of the OAS
* Foundations
* International financial institutions (IFIs)
* Other regional and international organizations and agencies
* Private sector
* Academia and social sector

The closing part of this session will feature a dialogue between the cooperation authorities and the strategic partners invited. Three minutes will be allocated for each comment, for a total of 30 minutes.

Subsequently, the rapporteur will read a cumulative summary of offers of cooperation and partnerships submitted by the member states, the permanent observer states, and the strategic partners as inputs for the development of a catalog that would result from the meeting. Ten minutes will be allocated for this session.

To conclude, the chair of the meeting will make a proposal on the next steps and the actions to be coordinated through the Management Board of the Inter-American Agency for Cooperation and Development (MB/IACD). A forum will be organized for dialogue and observations by the authorities. Three minutes will be allocated for each comment, for a total of 20 minute for this session.

The closing words will be entrusted to the Executive Secretariat for Integral Development of the OAS and the chair of the meeting. Fifteen minutes shall be set aside for this session.

1. SLIDES AND SPEECHES

Slides may be used to facilitate the presentations. Nonetheless, given the time limitation, it is recommended that speakers use no more than five slides. It is recommended that speeches not exceed 750 words, mindful of the five-minute limit, and that the average rate of delivery of a speech is 150 words per minute.

Those participants who will be speaking are asked to send their presentation and speech to the Secretariat ([sedi@oas.org](mailto:sedi@oas.org) and [cooperanet@oas.org](mailto:cooperanet@oas.org)) no later than Monday, November 29 to avoid technical errors during the virtual meeting and to facilitate simultaneous interpretation in the four official languages of the OAS (Spanish, English, French, and Portuguese).

1. BRIEF PROFESSIONAL DESCRIPTION OR BIOGRAPHY AND PHOTO

Participants who will be speaking are also asked to provide a brief professional description or biography no more than 200 words in length, including current position, relevant experience, and education, accompanied by a color photograph. Please send them no later than the close of business Friday, November 26, 2021 to ([sedi@oas.org](mailto:sedi@oas.org) and [cooperanet@oas.org](mailto:cooperanet@oas.org)).

For additional information on the logistics of the meeting, including registration, the languages of the meeting, the platform to be used, the relevant links, and the contacts at the OAS, please see the informational bulletin.

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1. . Ministerial and High-Level Authorities Meetings in the Framework of CIDI. New Model (Document CIDI/doc.328/21): [English](http://scm.oas.org/IDMS/Redirectpage.aspx?class=CIDI/doc.&classNum=328&lang=e) | [Español](http://scm.oas.org/IDMS/Redirectpage.aspx?class=CIDI/doc.&classNum=328&lang=s) | [Français](http://scm.oas.org/IDMS/Redirectpage.aspx?class=CIDI/doc.&classNum=328&lang=f) | [Português](http://scm.oas.org/IDMS/Redirectpage.aspx?class=CIDI/doc.&classNum=328&lang=p) [↑](#footnote-ref-1)