Human Rights of Older Persons
20th Informal ASEM Seminar on Human Rights
(ASEMHR20)
22-24 February 2021, Online/ Seoul, Republic of Korea

Guidelines for Working Groups & Role-Players

About the Seminar

The Informal Asia-Europe Meeting (ASEM) Seminar on Human Rights series is an annual human rights dialogue among selected civil society participants and government representatives from 51 Asian and European countries, the European Union and the ASEAN Secretariat. The aim of this initiative is to promote mutual understanding and cooperation between Asia and Europe in the area of political dialogue, particularly on human rights issues.

The Seminar provides an informal platform for non-confrontational exchange of ideas and practices related to human rights issues, and an opportunity to elaborate on recommendations to further civil society engagement, government action and their collaboration.

The Seminar brings together about 120 people for a 3-day event comprising of an Opening Plenary with Keynote Addresses, focused Working Groups, and Closing Plenary.

For more detailed information about the Seminar and its Co-organisers, please go here.

About ASEMHR20

Due to global travel and other restrictions instituted by the onset of the COVID-19 situation, the 20th Informal ASEM Seminar on Human Rights will be a hybrid/online event. The first day of the Seminar will be delivered in the form of a hybrid event with a face-to-face panel discussion in Seoul, Republic of Korea. This will be presented in conjunction with a virtual platform for online participants. The second and third of the Seminar will be delivered through the virtual platform only.

The Seminar is co-hosted by the Ministry of Foreign Affairs of the Republic of Korea, the ASEM Global Ageing Center and the National Human Rights Commission of Korea.

About the participants

The Seminar is an invitation-only event for which relevant participants belonging to the civil society from Asia and Europe are selected by the Co-organisers. The civil society participants comprise human rights experts & practitioners from various civil society organisations, non-governmental organisations (NGOs) and academia (universities, research institutes & think tanks).

Representatives of ASEM Partners’ Ministries / government agencies are nominated by ASEM Partners.
The Seminar also welcomes representatives from National Human Rights Institutes and is also open to participation by relevant international / intergovernmental organisations.

**Pre - Seminar**

Prior to the Seminar, two Main Rapporteurs with expertise on the topic prepare the Background Paper which lays the basis for the Seminar & Working Group discussions. The participants are expected to read the Background Paper before the Seminar, which is made available to them prior to the event. Upon registration, participants are asked to indicate their Working Group preference.

**Working Groups**

The Working Group Sessions, which are closed-door meetings, take place on the 2nd day of the Seminar. Each participant is assigned to a Working Group based on his/her preference, expertise, and other considerations (gender/ sector & geographical balance). Participants are required to attend the full session of their allocated Working Group. They are expected to participate in the discussions on an equal and interactive basis.

The working groups discuss

1) Implementation gaps in national/regional/international legislation, policies and programmes in relation to the topic of the working group;
2) Opportunities, lessons learned and good practice examples of promoting and protecting the rights of older persons;
3) Priorities and recommendations for concrete action, using working group questions (from Concept Note) and Background paper recommendations as reference.

**Confidentiality**

To provide anonymity to speakers and encourage openness, the Working Group deliberations take place under the Chatham House Rule, meaning that the Working Group discussions are not attributable to individuals but to the Working Group as a whole.

**Moderator & Rapporteur**

The Moderator facilitates the dialogue among the Working Group participants, introduces the working group session objectives, expected outcomes, working group questions, session methods and time structure.

The Moderator ascertains that all participants of the Working Group get a fair chance to voice their opinions and concerns, while making sure that no participant monopolises the discussions or indulges in self-promotion. The Moderator also ensures that the Working Group questions are addressed comprehensively with the aim of securing conclusions /recommendations.

Together with the Rapporteurs, the Moderators capture the Working Group findings in the Working Group Report for delivery by the Rapporteurs at the Closing Plenary.
The Rapporteurs record the proceedings and outcomes of the sessions so that the discussions can then be of genuine practical value for the Seminar outcome.

The sessions are recorded in writing by note-takers to aid with the drafting of the Working Group Report. The sessions may also be audio and video recorded for internal use.

Based on the working group discussions and the contributions of the participants, two main outputs will be produced

- the main recommendations of the working groups, which are disseminated to 53 ASEM Partners for consideration in the form of ‘Key Messages’ &
- a detailed summary of the working group discussions (Seminar report)

The outcomes from the Seminar are disseminated to a wider audience through the Seminar publication and outreach activities. They will also be incorporated in the ensuing capacity-building activity.

Endnotes

1 “Participants are free to use the information received, but neither the identity nor the affiliation of the speaker(s), nor that of any other participant, may be revealed.” (https://www.chathamhouse.org/chatham-house-rule)