



United Nations

Department of
Economic and
Social Affairs



23rd Session of the Permanent Forum on Indigenous Issues
New York, 15-26 April 2024

Guide of Participation of NEW Indigenous Peoples Organizations (IPOs) and Academic Institutions

1. To participate at this session of the Permanent Forum on Indigenous Issues, you **MUST FIRST CREATE A NEW PROFILE**:

<http://bit.ly/icso-new-profile>

OR:

<http://esango.un.org/civilsociety/showNewProfile.do?method=addNewProfile&sessionCheck=false>

2. Please note that your organization's profile will be **ADDED AUTOMATICALLY** to our integrated Civil Society Organizations (iCSO) system. You will receive a confirmation email (an example is shown below) that your "organization's profile" has been added in our online database. **A username and password will also be provided.**

*** Please note the approval of your profile does not mean that you are approved to participate at the 23rd Session of the Permanent Forum.**

The screenshot shows a confirmation email from the United Nations Department of Economic and Social Affairs. The header includes the UN logo and navigation links for UN Home, DESA Home, NOO Branch, and Civil Society Participation. A search bar for the NOO Database is also visible. The main content of the email is in Spanish and reads: "Nuevo perfil de usuario creado exitosamente. Muchas gracias por enviar el perfil de su organización. Su solicitud será procesada por el Departamento de Asuntos Económicos y Sociales de la ONU y usted recibirá un correo electrónico a la dirección proporcionada una vez que su organización haya sido aprobada. Le informamos que sólo podrá acceder al sistema para actualizar sus datos si su organización es aprobada. Si bene consultas adicionales, por favor no dude en ponerse en contacto con nosotros, poniendo el nombre de la organización en el asunto del correo electrónico." The left sidebar contains a menu with categories like "Consultative Status with ECOSOC" and "NOO Section Information".

Dear Sir/Madam,

Your organizational profile for "....." has been accepted in DESA's Civil Society database.

To manage your organizational profile, please go to <http://esango.un.org/civilsociety> and click on the "Login" link on the right menu. Once logged in, you may update your address and activities, upload documents and add contacts within your organization. You may also start other formal processes, such as applying for consultative status with the Economic and Social Council. Please read more on this at the NGO Branch website at <http://www.un.org/ecosoc/ngo>.

With your login information, you also have access to CSO Net -- the Civil Society Network, where you can take part and register to conferences and meetings related to economic and social development, share your projects, add your news stories, events, and more.

CSO Net may be accessed at <http://www.un.org/ecosoc/csonet>

Your login details are:

Username:

Password:

Please note that this profile acceptance registers only the details of your organization in our system and does not imply any accreditation status with the United Nations.

If you have any questions, please do not hesitate to contact us.

Best regards,

Administrator
ESA Civil Society System

3. To manage your organizational profile, please visit: <http://esango.un.org/> and click on the "Login" link on the right menu. Once logged in, please add your **organization name, address, country, phone, email** and make sure your Organization Type is **Indigenous Peoples Organization** or **Academics** and then click "continue" at the end of the page.

The screenshot displays the 'Integrated Civil Society Organizations System' page. The main content area includes a search bar and two data tables:

Organizations by region	Organizations in Consultative Status with ECOSOC	
Africa	General 6625	Special 133
Asia	1215	Roster 3755
Europe	2007	
North America	1953	
Oceania	212	
Latin America and Caribbean	621	
Not Specified	604	

Fields of activity	Organization types	
Economic and Social	Association 6028	601
Financing for Development	Foundation 1154	243
Gender Issues and Advancement of Women	Institution 3536	54
Population	Inter-governmental organization 1199	42
Public Administration	Local government 1101	26
Social Development	Non-governmental organization 4101	11272
Statistics	Media 780	22
Sustainable Development	Private sector 4686	81
Peace and Development in Africa	Trade union 671	13
Conflict Resolution in Africa	Others 444	124
NEPAD	Academics 427	164
	Individuals/Board/Partnerships	748

The right-hand sidebar contains a 'LOGIN' button highlighted with a yellow arrow, along with other navigation links like 'Civil Society Database', 'Organizational Overview', and 'Online Application'.

4. Please choose “**Conference Focal Point**” as your contact type, add your **first name, last name, address, phone, email.** and then click “**Continue**” at the end of the page.

Profile General has been saved

Please add at least one contact for your organization.

If you like to add another contact, click the **Save** button at the bottom of the page. You will be directed to a contact summary page that allows you to add further contacts by clicking on "New contact". If you like to continue to the "Activities" page, click the **Continue** button.

* Asterisked items must be filled in

* Contact Type: Advancement of Women Application Committee on NGOs Represent: Conference Focal Point Designation

Select one or more contact types that best describe the area of expertise of the person. For the types "Application", "Designation", "Quadrennial Report" and "Re-classification", the person will be responsible for submitting and updating information related to Consultative Status with the Economic and Social Council.

Title:

* First Name:

* Last Name:

Mailing address (if different from headquarters)

Address:

Country -- OR -- Other geographical designations

Phone:

Fax:

Email:

Communication preference: Email Fax Letter

Position:

Department:

5. Please select “**Social Development**” as your area of expertise, fill out your “**Mission Statement**”, describe your activities, Indigenous Peoples or communities your organization represents, affiliation with other organizations, organizational structure and then click on “**Continue**” at the end of the page.

Profile Contacts & participation has been saved * Asterisked items must be filled in

Areas of expertise & Fields of activity:
(Please select the fields of activity and then the areas of expertise for each field.)

- Economic and Social
- Financing for Development
- Gender Issues and Advancement of Women
- Population
- Public Administration
- Social Development**
- Statistics
- Sustainable Development
- Peace and Development in Africa
- Conflict Resolution in Africa
- NEPAD

Geographic scope: International Regional National Local

Country of activity:

-	>	
Afghanistan	>	
Albania	>	
Algeria	>	
Andorra	>	

Other geographic areas of activity:

Occupied Syrian Golan	>	
Jammu and Kashmir	>	
Kosovo	>	
French Polynesia	>	

Millennium Development Goals:

Eradicate extreme poverty and h	>	
Achieve universal primary educa	>	
Promote gender equality and em	>	
Reduce child mortality	>	
Improve maternal health	>	

Mission statement:
(Characters left: 3950)

Year established (YYYY):

Year of registration (YYYY):
(by a government authority)

Organizational structure:
(Characters left: 3950)

Number and type of members:
(Characters left: 3950)

Affiliation with NGO networks:

Funding structure:
(select all that apply)

Donations and grants from dome	>	
Fees for education and training s	>	
Fees for providing consulting or	>	
Membership fees or dues	>	
Product sales and business serv	>	

Funding structure other:
(Please specify)

6. Please click on **“+ Social Development”** and describe which Indigenous Peoples your organization represents, organizational structure, activities of the organization. **For Academic Institutions**, please provide information on academic programs, community projects with Indigenous Peoples and/or your work relevant to the UNPFII. Think tanks are not considered to be academic institutions. Then, click on **continue** at the end of the page.

Profile Activities have been saved

Click the + sign below to add additional information in substantive areas of economic and social affairs. Please provide as much details as possible.

+ Sustainable Development
If you like to obtain more information about sustainable development issues, please visit our website.

- Social Development
If you like to obtain more information about social development issues, please visit our website.

Affiliation with other organizations:
(e.g., networks, intergovernmental organizations, research institutes)
(Characters left: 3950)

Publications:
(title, year, frequency)
(Characters left: 3950)

Purpose of the organization:
(Characters left: 3950)

Activities relevant to the conference of States Parties to the Convention on the Rights of Persons with Disabilities:
(Characters left: 3950)

Confirmation of the activities of the organization at the regional, national or international level:
(Characters left: 3950)

A list of members of the governing body of the organization, and their countries of nationality:
(Characters left: 3950)

Description of the membership of the organization, indicating the total number of members:
(Characters left: 3950)

+ Advancement of Women
If you like to obtain more information about advancement of women issues, please visit our website.

+ Forests
If you like to obtain more information on forest issues, please visit our website.

+ Public Administration and Development Management
If you like to obtain more information on public administration issues, please visit our website.

+ Informal regional network of NGOs
If you like to obtain more information about the informal regional network on NGOs, please visit our website.

+ Office of the Special Adviser on Africa

+ Other UN Entities

Continue Cancel Reset

7. Please choose “**Social Development**” as the main objective, type a **password** in the login details and click “**Submit and send email notice**” at the end of the page.

Profile Additional Information has been saved

Once you have completed this page, please click on the **Submit and send email notice** button. A substantive officer in DESA will receive an email notice and review your organizational profile. You will be informed once your profile has been accepted.

* Asterisked items must be filled in

* Main Objective for submitting a profile

Please select one main objective why your organization would like to be included in our database. The selection of the main objective will decide which substantive office in DESA will review your profile.

- Special Event / Application for Consultative Status with ECOSOC
- Sustainable Development
- Social Development**
- Advancement of Women
- Financing for Development
- Forests
- Public Administration
- Department of Public Information
- NEPAD/Office of the special adviser on Africa

Login Details

Please enter a username and password which must be at least five characters and/or numbers long. Once your profile has been accepted, you will use this username and password to login to your organizational profile.

* Username:

* Password:

* Re-type Password:

8. Your organization’s profile will be reviewed, and a confirmation email message (with instructions) will be sent informing you that your organization has been **APPROVED FOR PRE-ACCREDITATION** to participate at the Permanent Forum on Indigenous Issues. **Please note that you will need to register individual participants from your organization via the United Nations Indico registration system during the designated dates (22 January until 12 February 2024).**
