



Asia-Pacific Working Group Action Plan 2016-2017

1. Regional Working Groups: New Context and New Structure

New Global Agenda

In September 2015, member states of the United Nations adopted *Agenda 2030* and the Sustainable Development Goals. This comprehensive and integrated programme brings together the three pillars of economy, environment and society, with the ultimate objectives of ending poverty and inequality and protecting and promoting human rights by 2030. It is an ambitious, universal agenda that encompasses everyone, everywhere – and realizing this agenda will require the active participation and contribution of all stakeholders. Therefore, a substantively different approach is necessary in order to fulfill the transformative nature of this agenda.

Global leaders also met in December 2015 and agreed on a new post-2020 climate deal, the Paris Agreement, a landmark global climate deal with 195 countries committing to curb emissions beyond 2020 and transition toward a clean energy economy. Canada and Canadians must now translate this international agreement into real change at home and overseas.

Canadian Political Context

In addition to this new landscape for global development cooperation, Canada elected a Liberal government in October 2015, which has translated into new opportunities for consultation, programme development, policy review and leadership related to global issues and development cooperation.

The Minister of International Development and La Francophonie, Marie-Claude Bibeau, launched in May 2016 a series of consultations with Canadian stakeholders and international development organizations to create a new policy and funding framework to guide Canada's international assistance decisions. The Regional Working Groups, through the Canadian Council for International Co-operation, played a key role in the consultations by holding meetings with GAC officials which resulted in recommendations to the government through the [CCIC submission](#) and the [APG submission](#).

Mission of the Regional Working Groups

The Regional Working Groups provide a space for collaborative learning, analysis, policy work and advocacy on development and human rights issues in the respective regions.

The Asia-Pacific Working Group held its first annual face-to-face meeting on June 16 and 17 2016 in Ottawa. A strategic session took place on June 16, where the APWG members broke in group discussion and came up with suggestions for APWG activities in 2016-17. Participants emphasized that the value-added of the regional working groups resides in the collective dialogue and advocacy activities with the government and other decision-making bodies.

Those elements were also noted in the 2015 CCIC survey to its members. CCIC's members also underscored the important role the RWGs play in organizing learning events and activities where the members can share experiences and lessons-learned on policy and programming issues.

Considering the priorities stated by APWG members and the priorities stated by members in the 2015 survey, **we think the focus of the Regional Working Groups during this fiscal year should be organizing face-to-face meetings, as well as the dialogue meetings with Global Affairs Canada.** We believe those meetings will allow us to stimulate member engagement, create a relationship with Global Affairs' officials and establish leadership among RWG members to develop member-led projects and initiatives.

New structure of the Regional Working Groups

A new structure for the coordination of the Regional Working Groups was adopted in 2016. Two full-time staff people are now coordinating the three networks, replacing the previous arrangement of three part-time staff for each RWG.

We are already seeing how this new structure is stimulating collective work among the three working groups – in organizing learning events, dialogue and research projects on cross-cutting themes. That said, it will also be important to preserve the identity and priorities of each working group.

We have also established a structure that will facilitate coordination between the members of the Regional Working Groups, the country subgroups, the Regional Working Group Officer and the Program Assistant in order to maximise the use of limited human resources.

Regional Working Group Officer: The Regional Working Group Officer is responsible for coordinating and convening the activities of CCIC's three working groups. She works with Working Group members to implement the action plan of each group and perform related activities and tasks.

Regional Working Group Program Assistant: The Program Assistant is responsible for administrative and logistical working group support, as well as assisting with communications and research in order to ensure effective and efficient operations.

To be sustainable, the activities of the working groups must be led by members. The Regional Working Group Officer and the Program Assistant's role is to support the organization and the coordination of the different projects such as webinars, brown bag lunches, research projects, letters to elected and government officials and advocacy campaigns.

2. The APWG work plan for 2016-17

Objectives:

The main objectives of the Asia-Pacific Working Group are:

- To provide a Canadian civil society voice on the Asia-Pacific Region by sharing information, monitoring Canadian policies toward the region and engaging in policy dialogue and development.
- To facilitate a space for collaboration, joint learning and reflection by Canadian civil society organizations active in the region.

The APWG work plan consists of five broad activity areas. Each activity area further specifies an overall goal statement, themes or issues for work, activities per issue, and specific follow-up actions. The main activities of the APWG are:

- a) Coordination and core function
- b) Communications and information sharing
- c) Learning events
- d) Research and analysis
- e) Dialogue, consultation and advocacy

a) Coordination and core function

The APWG has a coordination committee (CoorCom) which provides guidance and support to the RWG Officer throughout the year. The CoorCom meets several times a year with a focus on developing priorities for policy work consistent with general guidelines established by the APWG. Please see the CoorCom terms of reference in Annexe 1.

We encourage all interested members to join the CoorCom.

As of June 2016, the members of the CoorCom are:

- Joanne Owens, APWG co-chair – CARE Canada
- Elmer Lighid, APWG co-chair – World Vision Canada
- Jeff Fernhout, treasurer – World Vision Canada
- Sarah Pentlow – CUSO International
- Todd Biderman – Pacific Peoples Partnership
- David Bruer – Inter Pares

- Chantal Havard – Canadian Council for International Co-operation
- Connie Sorio – Kairos
- Philip Tanner - Christian Childrens' Fund of Canada

The Regional Working Group Officer maintains regular contact with the coordination committee, with one meeting per month or when necessary. The Program Assistant has regular contact with the RWG treasurers.

The production of editorial work (research papers, briefs, concept note, and letters to officials) should be led by members, with the support of the RWG Officer or the Program Assistant, if the RWG Officer is not available.

A team is created for each piece of research, advocacy or media work. The editorial team includes one or two members who are experts on the issue, as well as the Regional Working Group Officer who is in charge of coordinating the work and circulating the draft among members. The co-chairs of the APWG, or other members of the CoorCom if the co-chairs are not available, must approve the final version of the work. When members are not available to produce a document, and only if time allows, the RWG Officer or the Program Assistant can write the first draft of the document.

b) Communications and information sharing for APWG and the other RWGs

Objectives:

- 1) Ensure good communication between APWG members;
- 2) Ensure good communication between the three Regional Working groups;
- 3) Share information about the APWG and other RWGs and enhance publicity for our member's events; and make sure that members' voices and issues get on decision makers' radar.

The main goal of the new RWG structure is to allow better synergy between RWG members. This new organization provides an opportunity to rethink the communication strategy for APWG and other RWGs.

The RWGs already use listservs as main internal and external communications tools. APWG and ACF use google listserv, APG use CUPE listserv. Members can post and share information on a daily basis.

In addition to the online listserv that allows communications between members, the Africa-Canada Forum and the Asia-Pacific Working Group used to publish a monthly e-newsletter, with the objective of sharing information on work plans, best practices, events in Canada and in the respective regions, as well news about the sector in general.

We would like to propose a new strategy based on the use of different communication and social media tools. We believe this strategy would allow members to share information in a more rapid and efficient way, as well as contribute to promoting the RWGs among key stakeholders and the general public.

Please see ANNEXE II for RWG Communication Strategy

c) Learning events

Objective: Provide learning opportunities for members to draw both from their own experience, and the expertise of others.

The learning activities of the working groups must be member-led.

i) APWG learning sessions or brown bag lunches

The APWG will organize a series of in person meetings, brown bag lunches and/or webinars on various themes of interest to members in the priority areas. Webinars are a great tool to feature the work of members' partners and they can be organized from almost any location, thus engaging members across regions.

Since the beginning of the fiscal year, the RWG Officer and the Program Assistant, in partnership with APWG members, organized a few learning sessions and public events, such as a brown bag lunch in July on farming and climate change in Bangladesh, in partnership with the Food Security Policy Group, C4D and Canadian Foodgrains Bank; and a public forum on trade, investment and human rights, organized in June at the University of Ottawa, in partnership with APG and ACF.

Members are encouraged to contact the RWG Officer if they would like to highlight specific guest speakers or thematic areas. Please remember that members need to generate the content for these activities.

When learning events are on cross-cutting themes, these can be co-organized with the other working groups.

ii) Possible Regional Working Group learning activities on cross-cutting issues

1) Parliamentary Strategy Workshop (November 22, 2016 in Ottawa)

The RWG Officer, in partnership with CCIC, will organize a parliamentary strategy workshop. The goal of this workshop is to give the APWG and other RWG members the tools they need to organize effective meetings with Members of Parliaments. It will include elements like: how to get a meeting with parliamentarians; using emails, letters and e-petitions effectively; making use of questions on the order paper, parliamentary petitions, committee hearings, MP newsletters, MP op eds; how to prepare for MP meetings; preparing MP briefs and materials to leave behind; how to effectively pitch your issue during the meeting; and how to build a long term relationship and alliance with some MPs on key development issues. The workshop will be followed by an APWG Day on the Hill with MPs who are working on Asian issues.

2) Workshop on the Human Rights-Based Approach (January 2017)

The Human Rights-Based approach has gained ground among international practitioners. The goal of the workshop is to provide participants with some basic tools for integrating a human rights-

based approach (HRBA) and equitable partnerships into the projects of their organizations. The workshop will touch on the key components of the principle and guide the participants in the conception of a plan for integrating HRBA and equitable partnerships into the development programming of their organizations. It will also integrate discussion among members on how to engage the decision-makers on this issue.

5) Social Media Workshop for the Regional Working Groups

A webinar will be prepared for members on the new RWG communication strategy and tools and to enhance members' capacity to use these tools.

As such, the webinar will have four segments for a total of 90 min:

- 1) CCIC/RWGs communications (INTERNAL)
- 2) Communication between members (INTERNAL)
- 3) Promotion and Advocacy (EXTERNAL)
- 4) Questions and answer period

iii) Other learning activities

Learning activities will be organized based on APWG members' propositions and initiatives. The RWG Officer or the Program Assistant will support members to organize these activities.

c) Research and analysis

Objective:

-Develop materials (discussion papers, research papers, policy briefs, etc.) to support strategies aimed at increasing the influence of Canadian and Asian civil society organizations in policy discussions and decision-making with governments.

In the past, APWG coordinators took the lead on different research projects in collaboration with CCIC colleagues, although much of the research and writing was done by RWG staff. Within the new RWG structure, research and analysis initiatives have to be member-led. The RWG Officer and the Program Assistant can support the work by coordinating and convening meetings and the editorial work with members, but cannot lead on the research/writing nor do the research/writing itself due to limited resources.

We encourage APWG members to propose distinct, well-defined and time-bound research projects with clear policy objectives. If the research project is approved by the CoorCom, an editorial team will be created and the RWG Officer will support the coordination of the research work. If the research theme is cross-cutting, we will consider the possibility of working with the two other RWGs.

In 2015-16, the Regional Working Groups collaborated through a research project on trade, investment and human rights. This collaboration resulted in the publication of the report, "[Whose rights are we protecting?](#)" It was followed by a public event on June 7th, 2016 to spark a debate on this cross-cutting theme. This research required a very committed steering group, was subcontracted to a consultant to do, and took over a year to complete.

In addition, the APWG Philippines subgroup is in the process of hiring an intern to conduct a research on mining companies operating, exploring and/or holding mining permits in the Philippines. The selected candidate should be able to start in September. An internship supervising committee has been established.

d) Dialogue, consultation and advocacy

Objectives:

- Provide the coordinating structure for policy discussions, consultation and dialogue with the Canadian Government and other relevant institutions regarding development and human rights issues in Asia-Pacific.
- Facilitate discussions and information sharing between members of the APWG, other civil society organizations, and with academics.

Dialogue meetings

i) Dialogue with GAC Asia-Pacific Branch (March 2017)

APWG has a strong tradition of organizing dialogue meetings with the Asia-Pacific Division of Global Affairs Canada. Every year, APWG members meet with their GAC counterparts to talk about development, foreign affairs and trade issues.

During the last APWG meeting in June (16-17), APWG members and GAC officials participated in a consultation/dialogue meeting on the international assistance review. Debriefing after the meeting, APWG members recommended that APWG continue with this tradition and include GAC officials and Members of Parliament in dialogue meetings, in order to raise structural issues and call for a coherent foreign affairs policy. Also, when APWG organizes public events, it was highlighted that we should always invite GAC officials -or MPs- to build on this long term relationship.

Considering that GAC will probably not launch its international assistance policy until early 2017, we think another dialogue meeting with the GAC Asia-Pacific Branch should be organized towards the beginning of 2017, following the release of GAC's new policy. This dialogue meeting could involve Asia-Pacific Branch officials and some cross-cutting thematic specialists.

ii) Meeting with Members of Parliament

In 2016 or 2017, APWG should contemplate the possibility of organizing meetings with Members of Parliament working on Asian files. Members also suggested to engage with other institutions such as the Asian Development Bank and the Association of Southeast Asian Nations (ASEAN).

Advocacy

The impact of the extractive industry on human rights, environmental rights and indigenous rights is an important issue for a lot of Regional Working Group members. The Americas Policy Group (APG) has a policy position on this issue and has been meeting with numerous decision-makers in the last couple of years. The APWG Philippines subgroup is in the process of hiring an intern to do research on the impact of Canadian mining in this country and several ACF members have been active on this issue through advocacy and knowledge sharing.

The three Regional Working Groups members were consulted during the June meetings and there is a real interest to work collectively on this issue.

The *Canadian Network for Corporate Accountability* is at the forefront of this battle and has worked for the last ten years on this issue, leading more recently to the **Open for Justice** campaign. The campaign advocates for an independent ombudsperson and better access to Canadian justice for communities affected by the extractive industry abroad. Several RWG members are also part of the CNCA.

There is real momentum around the issue: the ombudsman issue was part of the Liberal Party platform during the last election campaign and the new government is considering reforming its Corporate Accountability Strategy.

The CNCA will launch in October proposed legislation for an [independent ombudsperson](#) in Canada. A public engagement strategy will be an important component of the campaign. The Regional Working Groups and the CNCA can join efforts in pressing Members of Parliament and the federal government to adopt legislation on the issue. With their expertise on this issue on the respective regions, the RWGs can amplify civil society voices in the fight for greater accountability. The RWG members can take part in meetings with MPs and government officials, share knowledge on the Canadian companies operating in Africa, Asia-Pacific and the Americas, and write op-eds on the regional perspective.



APWG COORDINATION COMMITTEE (COORCOM) TERMS OF REFERENCE

Mandate of the Coordination Committee (CoorCom)

The CoorCom helps guide the policy and strategic direction of the APWG and supports the Regional Working Group Officer and the Program Assistant with ideas, advice and feedback.

Membership

The CoorCom is composed of two Co-Chairs, a Treasurer, CCIC staff person and other interested APWG members. There is no limit to the number of members that can participate in the CoorCom. Any member of the APWG can choose to join the CoorCom at any time during the year.

A. CO-CHAIR OF THE APWG

The APWG has two-Chairs. As de facto members of the Coordination Committee (CoorCom), Co-Chairs play the same roles as the other CoorCom members (see below). In addition, the roles include the following:

- Provide timely advice and guidance to the APWG coordinator on issues related to the group;
- Sign APWG official communications on behalf of the working group;
- Chair APWG members' meetings and APWG Coordination Committee meetings.

B. COORDINATION COMMITTEE MEMBER

The Coordination Committee (CoorCom) of the APWG brings together the two Co-Chairs of the APWG; the APWG treasurer, CoorCom members at large; a CCIC staff person; and other interested APWG members.

The roles of the CoorCom members are the following:

- Provide guidance on the elaboration of APWG's annual work plan and the implementation of related activities;
- Respond to requests for input by the coordinator on issues related to APWG;
- Participate in CoorCom meetings;
- Write letters and other documents and/or examine requests for the APWG to sign on to letters and other documents and make recommendations to the group;
- Evaluate applications of potential members and make a recommendation to the group.

- Contribute feedback to the evaluation of the Regional Working Group Officer's job performance.
- Fill in for others if they are unable to fulfill their duties at a given time due to their travel schedules.
- Help recruit new CoorCom members and revive old membership.

Length of Term/Tenure of Office

CoorCom members commit to a one-year term with that of the Co-Chairs being rotational. It is important that APWG members take turns in assuming CoorCom responsibilities. Given the busy institutional and programmatic workloads of all members, the CoorCom plays a vital role in advancing our collective work on Canada's role in Asia-Pacific. In order to ensure that the APWG remains a member-driven space, the Regional Working Group Officer must be able to rely on a core group of members for regular feedback and advice.

The CoorCom meets when needed. Typically, it meets by teleconference between 5 and 10 times during the year. Meetings generally last between 60 and 90 minutes.



REGIONAL WORKING GROUPS COMMUNICATION STRATEGY

Communications and outreach

In addition to the online listserv that allows communications between members, the Africa-Canada Forum and the Asia-Pacific Working Group have in the past produced a monthly newsletter to share information on work plans, best practices, events in Canada and major events, development and publications in the respective regions, as well news about the sector in general.

Looking forward, we are planning on building on a number of existing initiatives, while also proposing a number of new developments to make both internal and external communications and sharing of information and activities more manageable, useable and potentially impactful. As an alternative to producing a newsletter, we propose to share information about events and the regions using a [shareable calendar \(click on this link so see the pilot project\)](#) and social media tools.

The goal of these new tools are to:

- 1) Ensure efficient and clear communication from the CCIC and RWG coordination teams to members;
- 2) Share information about the RWGs and enhance publicity for our members' events;
- 3) Enhance communications among and between members of the RWGs; and,
- 4) Increase the profile of our members' voices and issues on decision makers' radars.

i) Calendar component (new)

First, we would like to suggest using an online, user-friendly, shareable and interactive calendar ([Teamup](#)). This calendar can be shared by the three working groups, but also allows users to filter events by region. The goal of this calendar is to give a general view of major events globally and by region. It will also allow members to keep track of upcoming meetings by working group to help avoid overlap and conflicting scheduling.

ii) Twitter component (new)

In the past, the APWG and the ACF coordinators produced a bi-monthly newsletter for members. In the new context, the RWG Officer could produce a joint RWG newsletter. However, these products are very time-consuming to produce, and the feedback that we have received is that the newsletters are not necessarily very well read. As an alternative to a joint newsletter, and to better (and more digestibly) share information

between working group members, we propose to share information about important regional events, developments and publications through social media:

- Share tweets several times per week on behalf of each working group;
- As much as possible, each tweet will use members' @handle in order to tag the organisation as an incentive for them to like the tweet and retweet it. We will also use government department and MPs' @handles to get our messages and issues on their radar (and equally have them retweet if they are supportive);
- Use CCIC's twitter account that currently has 2,800 followers;
- Each tweet will use a personalised #hashtag to identify each regional working group;
- Use the following proposed #hashtags for personalised tweets:

#CCICAmericas	#CCCIAmériques	#CCICAPG	#CCCIGOPA
#CCICAfrica	#CCCIAfrique	#CCICACF	#CCCIFAC
#CCICAsiaPacific	#CCCIAsiePacifique	#CCICAPWG	#CCCIGTAP

The goals of this twitter strategy are 1) to allow for a greater, more dynamic (and more manageable and digestible) exchange of information between members and enhance the visibility of the working groups' public events, issues and campaigns; and 2) to promote the events, issues and campaigns by the individual members of the working group.

This strategy assumes that members (not just their organizations) are on social media – both Twitter and FaceBook.

iii) Facebook component (new)

Also to enhance visibility of the working groups' public events, issues and campaigns, we propose the following Facebook Strategy:

- Share Facebook posts several times per month on behalf of each working group;
- As much as possible, each use members' Facebook account @handle in order to tag the organisation as an incentive for them to like and share;
- Use CCIC's Facebook account that has 2,500 likes as of August 2016;
- Each post will use a personalised #hashtag to identify each regional working group;
- Use the following proposed #hashtags for personalised tweets:

#CCICAmericas	#CCCIAmériques	#CCICAPG	#CCCIGOPA
#CCICAfrica	#CCCIAfrique	#CCICACF	#CCCIFAC
#CCICAsiaPacific	#CCCIAsiePacifique	#CCICAPWG	#CCCIGTAP

The goal of this Facebook strategy is have greater visibility of the working groups' public events, issues and campaigns.

iv. E-mail layout and tools (new)

To ensure clear communications between CCIC and the RWG coordination team and members we opened an account with online e-mail marketing company [Mailchimp](#). This has allowed for more professional looking emails, and a consistent look and feel for working group communications and promotion. It has also allowed us to keep track of web analytics around the impact of our emails to members (e.g. number of opens, number of clicks and most preferred links, etc.)

v. Other online communication tools (existing and new)

Here a list and a short description of online communication tools that we plan to use for the promotion of public events, campaigns and advocacy on behalf of the RWGs:

External Listserv: each RWG will have its own list of contacts and allies to whom they can connect and reach out to.

FLYERS: a new joint flyer has been created for better promotion on “Who we are and what we do.” [Click here to see!](#)

CCIC’s Development Unplugged Blog on Huffington’s Post: we will post RWG Op-Eds and share on social media. [Click here](#) to view blog.

CCIC Flash!: we will use CCIC’s monthly bulletin to highlight events, issues and campaigns for each RWG. Click here to view the latest [Flash! Newsletter](#).

CCIC Flickr: we will use Flickr to profile photo albums of our events and to be able to easily share communications resources with members. [Click here](#) to view sample!

CCIC-TV on YouTube: we will use this platform to post RWG videos, when related to a specific campaign. [Click here](#) to view.

CCIC web page: we are currently planning a totally new web site – both in content, design and structure. We will make sure that each RWG is well represented with its own page, and that each working group’s documents and activities are easily accessible.



MEMBERS 2016 - 2017

Aga Khan Foundation Canada
Canadian Co-operative Association (CCA)
Canadian Labour Congress (CLC)
Canadian Red Cross
Canadian Union of Public Employees (CUPE)
CARE Canada
Christian Children's Fund of Canada
Cuso International
Développement et paix / Development and Peace
Equitas
Handicap International
Humber College
Inter Pares
Kairos
L'œuvre Léger / Leger Foundation
MiningWatch Canada
Oxfam Canada
Presbyterian World Service & Development
United Church of Canada
USC Canada
World Vision Canada
WUSC