CYRILLA Global Policy Advocacy Workshop, 2024

The CYRILLA global policy advocacy workshop is a capacity-building opportunity for young digital rights defenders to strengthen their skills on advocacy in international spaces for advancing digital rights. The objectives of the workshop are: - to enable collaboration within and amongst digital rights communities across regions, - the development of effective and responsive advocacy strategies at the international level for participants, and - to gain a better understanding of how CYRILLA can aid advocacy practitioners in these efforts. Through the workshop, members of the digital rights community in Asia, LAC, Africa, and MENA will be familiarised with spaces and mechanisms of international advocacy that can be leveraged to promote digital rights. They will also have a platform for meaningful engagement to discuss the development of effective advocacy strategies at the international level and an opportunity for cross-regional connections for more impactful advocacy work.

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  - Session 2: Legal framework for global advocacy
  - Session 3: UN & other spaces for digital rights advocacy
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📖 Workshop Overview

🗓 Agenda

> 🕐 Please check the **UTC Time Converter** to know the time of the sessions in your local time zone!

AGENDA

CYRILLA Global Policy Advocacy Workshop 2024

Time zone 1 (T1)

	Start time	End time
Western Africa	7:00 am	12:00 pm
Eastern African	9:00 am	2:00 pm
Beirut	9:00 am	2:00 pm
Delhi	11:30 am	4:30 pm
Malaysia	2:00 pm	7:00 pm

Time zone 2 (T2)

	Start time	End time
San Jose, Costa Rica	8:00 am	1:00 pm
New York	10:00 am	3:00 pm
Santiago	10:00 am	3:00 pm
Sao Paulo	11:00 am	4:00 pm
Western Africa	3:00 pm	8:00 pm

	Session 0	Break	Session 1	Break + energiser	Session 2
Time zone 1	6:00 - 6:45	6:45 - 7:00	7:00 - 8:30	8:30 - 9:30	9:30 - 11:00
Time zone 2	14:00 - 14:45	14:45 - 15:00	15:00 - 16:30	16:30 - 17:30	17:30 - 19:00
(Time in UTC)	(45 min)	(15 min)	(90 min)	(50 min + 10 min)	(90 min)
Day 1 T1 - **7 August** T2 - **8 August**	Open space: Introductions	15 mins	Introduction to global policy advocacy		Legal framework for global advocacy
Day 2 T1 - **9 August** T2 - **12 August**			UN & other spaces for digital rights advocacy		Strategies for effective engagement
Day 3 T1 - **13 August** T2 - **14 August**	Open space: Informal discussions	15 mins	Practicum Part I		Practicum Part II

Session recordings

(Sessions will be recorded with consent of all participants, and recordings uploaded here for the duration of the workshop. Please check back for links to session recordings once the workshop commences.)

Session 1: Introduction to global policy advocacy

- Time zone 1:

Wednesday, 7 August (7:00 - 8:30 UTC): **English**

- Time zone 2:

Thursday, 8 August (15:00 - 16:30 UTC): **English**

Thursday, 8 August (15:00 - 16:30 UTC): **Spanish**

Session 2: Legal framework for global advocacy

- Time zone 1:

Wednesday, 7 August (9:30 - 11:00 UTC): **English**

- Time zone 2:

Thursday, 8 August (17:30 - 19:00 UTC): **English**

Thursday, 8 August (17:30 - 19:00 UTC): **Spanish**

Session 3: UN & other spaces for digital rights advocacy

- Time zone 1:

Friday, 9 August (7:00 - 8:30 UTC): **English**

- Time zone 2:

Monday, 12 August (15:00 - 16:30 UTC): **English**

Monday, 12 August (15:00 - 16:30 UTC): **Spanish**

Session 4: Strategies for effective engagement

- Time zone 1:

Friday, 9 August (9:30 - 11:00 UTC): **English**

- Time zone 2:

Monday, 12 August (17:30 - 19:00 UTC): **English**

Monday, 12 August (17:30 - 19:00 UTC): **Spanish**

🗓️ Zoom link to workshop and instructions to use zoom

Our Zoom space

Our workshop will take place at: **https://apc-org.zoom.us/j/87136668043**

Tips for participation in Zoom sessions

- **Update your [Zoom client](#)** to the latest version. The zoom app takes 5 minutes to install, so please set it up before the sessions.
- Please **join the sessions before they start (we have 60 minutes for that)**, so we can assist you if you experience any issue.
- Please **use your real name or nickname,** so we can know who you are and let you in. You can **change your name after you have joined**.
- **Please use headphones with microphone rather bluetooth headphones where possible.**
- **Please mute your microphone** when entering a session and **unmute only when you want to speak**.
- If you **need a break** during the sessions, **take it**.

How to use zoom

Join the workshop session by opening the link in your browser, a client or an app. You will be redirected to the correct zoom room with the waiting room. When the host will adds you to the meeting you will be able to see the main screen.

zoom-main-window-.png

Image not found or type unknown

Configure Audio

If your audio is not working, please **check your settings**.

For **Audio** click on the **up arrow next to Unmute/Mute button** and check if your Microphone and Speaker have been correctly configured.

zoom-audio-settings-button.png

Image not found or type unknown

To test Speaker and Microphone click on Audio Settings in the same menu and click on the link Test Speaker and Microphone.

bbb-audio-test.png

Image not found or type unknown

In the window that opens you can Test the Speaker and Microphone and select the volume.

zoom-audio-settings.png

Image not found or type unknown

Configure Video

If your video is not working when you click Start Video, please **check your settings**.

Click on the up arrow next to Start Video and see if Camera is selected.

zoom-video-sharing-button.png

Image not found or type unknown

If you would like to examine settings in more detail, click on the last option **Video Settings...** and the following window will open.

zoom-video-settings.png

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Here you can define how your video should be presented and we recommend you select the option **Hide Non-video Participants** so that you will be able to see only the videos of participants who have their cameras enabled.

Chat

Zoom enables you to participate in **public chat** and also s**end private messages** to specific participants. To send a private message select the participant in the dropdown field which is by default set to Everyone (for public chat).

zoom-chat.png

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Share screen...

If you need to share screen, portion of the screen, computer audio or 2nd camera you can do that by clicking on a green icon Share screen and select the window, program, computer sound or 2nd camera in Basic or Advanced tabs.

zoom-share-screen.png

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zoom-select-a-window.png

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> **If you select the wrong window you can always stop sharing and then start sharing the intended one.**

Language Interpretation (Translation)

Sessions of this workshop in the Latin America timezone (Time Zone 2) will have speakers in both Spanish as well as English. These sessions will have live interpretation from Spanish to English and vice-versa.

> **To ensure the meeting flows smoothly for you and for others, please ensure you enable language interpretation and choose your spoken language at the start of each session.**

How to enable language interpretation as a participant

When an interpreter is assigned by the host of the meeting, a new "Interpretation" icon and a pop-up message saying that new translation possibility is available will appear

1. In your meeting/webinar controls, click **Interpretation** ⬚ .
2. Click the language that you would like to hear.
3. (Optional) To hear the interpreted language only, click **Mute Original Audio**.

By default, you will hear the selected language at 80% volume and the original Audio at 20% volume. If you would like to mute/unmute the original audio, click on the corresponding option in the language button.

⌨ Organisers' contact details

The team can be reached at asia-sej@apc.org

`Team members can be reached at:`

- `Asia Digital Rights Lead:` pavitra@apc.org
- `SEJ Administrative Officer:` cho@apc.org
- `SEJ Finance Officer:` gladys@apc.org
- `APC tech team:` avinash@apc.org

🗂 Workshop Sessions

Session 1: Introduction to global policy advocacy

Time zone 1: Wednesday, 7 August (7:00 - 8:30 UTC)

Time zone 2: Thursday, 8 August (15:00 - 16:30 UTC)

Objective: This session will introduce discussions for understanding policy advocacy. The aim is to enable participants to understand what international advocacy is and what its limits are. By the end of the session participants will have a better understanding of why policy advocacy is undertaken, where it has succeeded and when it has failed.

Session plan:

The session will aim to cover questions such as:

- What is international advocacy?
- Who is it targeted towards?
- Who are the main stakeholders in this space and what are their interests?
- What is the relationship between national and international advocacy?
- How has the digital era impacted international advocacy spaces?
- What are the challenges and limitations of international advocacy?
- Some examples of where it has worked, and where it has failed

Session exercise:

During the session, participants will be split into breakout groups. Groups will be pre-assigned by the organising team.

Each group will be invited to identify an issue related to digital rights that can leverage global advocacy into local discussions, and asked to think about how to approach global policy advocacy in relation to that issue by responding to a series of questions.

Timezone 1:

TZ1|EN: Group1 Exercise

TZ1|EN: Group2 Exercise

TZ1|EN: Group3 Exercise

Timezone 2

TZ2|EN: Group 1 Exercise

TZ2|EN: Group 2 Exercise

TZ2|ESP: Group 3 Exercise

TZ2|ESP: Group 4 Exercise

Reading materials and tables are hyperlinked, please click the text to access

Reading Materials:

Suggested Readings

1. The Advocates for Human Rights, Advocacy in Human Rights (Chapter 6)
2. APC, *The APC ICT Policy Handbook* (Second Edition)
3. Eóin Young & Lisa Quinn, *Making Research Evidence Matter: A Guide to Policy Advocacy in Transition Countries*
4. APC, Frequently asked questions about multi-stakeholder partnerships in ICTs for development: A guide for national ICT policy animators
5. Enrico Calandro, Alison N. Gillwald, & Nicolo Zingales, Multistakeholderism and Consensus Based Decision Making

Additional Readings

1. Johanna Eve Simeant, Interpreting the Rise of International "Advocacy"
2. Shannon O'Connell, *Policy Development and Policy Advocacy*
3. *Geneva Centre for the Democratic Control of Armed Forces, Introduction to Advocacy*
4. APC, Inside the Information Society The what and why of multistakeholder participation
5. APC, Inside the Information Society: Multistakeholder participation, a work in progress
6. Research ICT Africa, Mapping Multistakeholderism in Internet Governance: Implications for Africa

Representations:

1. Advocacy Levels with Examples
2. Tips on advocacy
3. Multi Stakeholder Model
4. Benefits and Challenges of Multistakeholderism
5. Multistakeholderism and the deliberative process

Presentation Slide:

- ENGLISH
- SPANISH

Session 2: Legal framework for global advocacy

Objective: This session will introduce participants to key documents that help set out the standards for digital rights within the international human rights framework. This framework forms the basis of all forms of international policy advocacy. Through this session, participants will be equipped with knowledge on the types of instruments, treaties and standards that are relevant for advocating for digital rights, the enforceability mechanisms that underpin these instruments and the importance of international human rights law in advocating for digital rights at the national, regional and global levels.

Session plan:

The session will highlight the international human rights framework and its related enforceability mechanisms, and showcase the relevance and utility of this framework for local advocacy, through interactive discussion and practical exercises designed for participants.

Pre-preparation (to be completed before 7 August 2024):

Participants are requested to watch the following video recording ahead of the session:

Slide deck of presentation by Sheetal Kumar

Session exercise:

During the session, participants will be split into breakout groups. Groups will be pre-assigned by the organising team based on regional background of participants.

Each group will be assigned a case from the CYRILLA database relevant to your region and respond to the following three questions:

- What are the relevant international human rights standards to the case?
  - Can you point to any texts that illustrate how the standard is evolving in the digital

age (e.g any soft law or general comments to a Treaty)?
- What global enforcement mechanisms could be used?
  - Do you know of any precedents of the mechanism being used in relation to a similar case/s?
- As a local advocate, how could you use your knowledge of these standards and enforcement mechanisms in an advocacy or campaign strategy?

Timezone 1:

Exercise Sheets

- Group 1
- Group 2
- Group 3

Timezone 2:

Exercise Sheets

- Group 1 (ENG)
- Group 2 (ESP)
- Group 3 (ESP)

Reading materials and tables are hyperlinked, please click the text to access

Reading Materials:

Suggested Readings

1. Arturo J. Carrillo, Primer on Researching International Law to Advance Digital Rights
2. Global Information Society Watch, Economic, Social and Cultural Rights and the Internet
3. Article 19, Freedom of expression and ICTs: Overview of international standards

Additional Readings

1. APC, APC Internet Rights Charter
2. International Telecommunication Union, ICTs in Support of Human Rights, Democracy and Good Governance
3. Global Network Initiative, *Digital Freedoms in International Law: Practical Steps to protect Human Rights Online*

4. Towards an international advocacy strategy for economic, social and cultural rights and the internet

Representations:

1. Human Rights Instruments
2. UDHR
3. Reporting Cycle under Human Rights Treaties
4. The Impact of the Internet on Human Rights in Africa
5. The International State of Digital Rights, a Conversation with the UN Special Rapporteur
6. Introduction to Human Rights Treaties
7. Human Rights Treaty System
8. State Party Reporting Obligations under International Human Rights Treaties
9. UNHRC Members who have sponsored or co-sponsored Resolutions on the promotion, protection and enjoyment of human rights on the Internet

Presentation Slide:

- ENGLISH
- SPANISH

Session 3: UN & other spaces for digital rights advocacy

Time zone 1: Friday, 9 August (7:00 - 8:30 UTC)

Time zone 2: Monday, 12 August (15:00 - 16:30 UTC)

Objective: This session will provide an overview of the different spaces available in the UN ecosystem and outside, including internet governance spaces that can be leveraged for digital rights advocacy. Understanding these spaces will help participants identify the relevant spaces and forums they must approach to advocate for different issues related to digital rights. Through looking at examples of important standards these spaces have created or instances of success, participants will be aided in modelling their advocacy. Limitations or failures of these spaces will help us understand areas that need more work.

Session plan:

Participants will be introduced to various global spaces for digital rights advocacy through case studies that examine relevancy of spaces to critical digital rights issues in focus.

The session will provide participants an opportunity to share their findings from the pre-preparation exercise detailed below, which will be followed by a presentation and interactive discussion.

Pre-preparation (to be completed and submitted to organisers on or before 8 August 2024):

Participants are requested to self-select one case study based on the issue that's most relevant to their work and context, and answer the following questions in relation to the case study:

- What are the key issues that must be taken up for advocacy?
- What are some of the spaces and processes civil society should approach to present and advocate for these issues?

Participants are requested to download the self-selected case study, and submit the completed exercise in docx or pdf form by email.

Case Studies:

Case Study 1: Freedom of expression online

- English
- Spanish

Case Study 2: Digital Inclusion

- English
- Spanish

Case Study 3: Gender and sexual rights online

- English
- Spanish

Case Study 4: Environment and technology

- English
- Spanish

Reading materials and tables are hyperlinked, please click the text to access

Reading Materials:

Suggested Readings

1. Subscribing to UN document updates
2. Regional UN groups of countries
3. Chart of the UN system
4. Open Society Institute, UN Treaty Committees
5. International Service for Human Rights, A Simple Guide to the UN Treaty Bodies
6. Deborah Brown & Sheetal Kumar, A guide to help human rights defenders navigate the Universal Periodic Review
7. Internet Governance Forum, *Evolution of the Internet Governance Ecosystem and Role of the IGF*
8. United Nations, *High Level Panel on Digital Cooperation*

9. Joy Liddicoat and Avri Doria, *Human rights and Internet protocols: Comparing processes and principle*

Additional Readings

1. UN Women, What is International Human Rights Advocacy?
2. ISHR Academy, Risks in Engaging with the UN
3. Sheetal Kumar and Deborah Brown, UN First Committee Process on Responsible State Behaviour in Cyberspace: An Explainer
4. Lisa Cornish, Engaging private sector within the UN framework: What are the challenges?
5. DigWatch, *Overview of the IGF*

Representations:

1. Mapping International ICT Decision Making
2. United Nations System: Explainer
3. Navigating the UN
4. UN Spaces for Advocacy
5. Map of UNHRC Spaces
6. Human Rights Architecture
7. Human Rights Mechanism
8. UN Human Rights Organizational Chart
9. IGF Structure
10. Internet Governance Ecosystem
11. Internet Ecosystem: Global Perspective
12. Internet Governance Timeline

Presentation Slide:

- ENGLISH
- SPANISH

Session 4: Strategies for effective engagement

Time zone 1: Friday, 9 August (9:30 - 11:00 UTC)

Time zone 2: Monday, 12 August (17:30 - 19:00 UTC)

Objective: This session will tie up all the discussions in the previous days and move towards developing key strategies to engage in advocacy. In this session, the participants will be looking at elements involved in developing responsive strategies for engaging in effective international advocacy. The session will also discuss the importance of building networks, engaging effectively with relevant actors, and developing the necessary resources, including necessary research and documentation.

Session plan:

The session will aim to respond to questions such as:

- Why is it necessary to develop a strategy for international advocacy?
- What are the key elements that a strategy must hold?
- What are the various approaches that can be adopted to engage in international advocacy?
- Who are the actors that we can reach out to for support and networking?
- How can we develop effective communication and campaigning for international advocacy?

Reading materials and tables are hyperlinked, please click the text to access

Reading Materials:

Suggested Readings

1. APC, Advocacy Strategy and Approaches: Overview
2. World Neighbors, A New Weave of Power, People & Politics: The Action Guide for Advocacy and Citizen Participation, Mapping Advocacy Strategies

Additional Readings

1. ISHR Academy, Advocacy Roadmap
2. UNICEF, Advocacy Toolkit: Developing an Advocacy Strategy
3. BOND, The How and Why of Advocacy

Representations:

1. Advocacy Strategies
2. A Strategic Approach to Advocacy
3. List of Regional and International Groups Dealing with Advocacy
4. Incident Reporting Template by BHRRC

Presentation Slide:

- ENGLISH
- SPANISH

Session 5 & 6: Practicum

Time zone 1: Tuesday, 13 August (7:00 - 8:30 UTC) & (9:30 - 11:00 UTC)

Time zone 2: Wednesday, 14 August (15:00 - 16:30 UTC) & (17:30 - 19:00 UTC)

Objective: The objective of these sessions is to give participants an opportunity to put into practice the learnings of the previous sessions and develop an effective global policy advocacy strategy. Participants will also be able to learn the use of the CYRILLA database, and to understand how they can leverage a database containing laws, case laws, and analyses related to digital rights for policy advocacy.

Session plan:

The sessions will comprise the following activities:

1. Participants will be split into breakout groups and given an exercise that requires them to:

- Use the CYRILLA database to research relevant laws, case laws and analysis related to digital rights in an assigned country;
- Develop a comprehensive strategy for carrying out policy advocacy related to a particular digital rights issue

2. Each breakout group will be asked to present their strategy in plenary, followed by a discussion around the various approaches, resources and tools that can be used in pursuing global policy advocacy.

Exercise Sheets:

Time Zone 1

- Group 1 (English)
- Group 2 (English)
- Group 3 (English)

Time Zone 2

- Group 6 (English)

- Group 7 (Spanish)
- Group 8 (Spanish)

📖 Resource persons' profiles

❖ Resource Persons

Introduction to global policy advocacy | Maria Paz

Maria Paz Canales

Session: Introduction to
global policy advocacy
7 August | 7:00 - 8:30 UTC
8 August | 15:00 - 16:30 UTC

✉ mariapaz@gp-digital.org

María Paz Canales is a Chilean lawyer and holds a Master's Degree with specialisation in Law and Technology from the University of California, Berkeley. Currently she is the Head of Legal, Policy and Research at Global Partners Digital (GPD). Between 2017 and 2021, she served as the executive director of Derechos Digitales, an independent non-profit organisation based in Chile, working across Latin America on human rights in the digital environment, particularly freedom of expression, privacy, and access to knowledge and information. She was part of the group who founded the organisation in 2005. She was also a member of the Multistakeholder Advisory Group of the UN Internet Governance Forum (IGF) (2019-2021) and the programming committee of the Latin America and the Caribbean IGF (2017-2022). Previously, her work in private practice and academia covered telecommunications regulation, competition, data protection and intellectual property.

Legal framework for global advocacy | Sheetal

Sheetal Kumar

Session: Legal framework for global advocacy
7 August | 9:30 - 11:00 UTC
8 August | 17:30 - 19:00 UTC

✉ sheetal@gp-digital.org

Sheetal is an independent consultant with expertise in internet governance, human rights and digital technology policy. She was previously Head of Global Engagement and Advocacy at Global Partners Digital (GPD) where she led GPD's engagement in multilateral forums across policy areas (Trust and Security, Online Content and Emerging Tech) with the aim of shaping global policy-making processes so that they are more open, inclusive and transparent, and lead to policy outcomes that are human rights-respecting.

UN & other spaces for digital rights advocacy | Anriette

Anriette Esterhuysen

Session: UN & other spaces for digital rights advocacy
9 August | 7:00 - 8:30 UTC
12 August | 15:00 - 16:30 UTC

✉ anriette@apc.org.

Anriette is an APC associate as well as a senior advisor on internet governance, and in that capacity she is the convenor of the African School on Internet Governance. She was the APC executive director until March 2017. She was also the executive director of SANGONeT, an internet service provider and training institution catering to civil society, labour and community organisations in South Africa. Anriette, in collaboration with other APC members, contributed to establishing email and internet connectivity in South Africa in the 1980s and 1990s, and together with APC's Karen Banks she was inducted into the Internet Hall of Fame as a Global Connecter in 2013. She has also served on the African Technical Advisory Committee of the UN Economic Commission for Africa's African Information Society Initiative and was a member of the United Nations ICT Task Force from 2002 to 2005. In addition, Anriette was a member of the Multistakeholder Advisory Group of the UN Internet Governance Forum from 2012 to 2014 and served as the chair of this group from 2020 to 2021.

Gayatri Khandhadai

Session: Strategies for effective engagement
9 August | 9:30 - 11:00 UTC
12 August | 17:30 - 19:00 UTC

✉ khandhadai@business-humanrights.org

Gaya joined the Business & Human Rights Resource Centre in February 2022 as the Head of Technology and Human Rights. She is a lawyer with a background in international law and human rights, international and regional human rights mechanisms, research, and advocacy. She previously worked with national and regional human rights groups, focusing on freedom of expression. More recently, she worked as the Asia Policy Regional Coordinator at the APC, where her focus was on digital rights and policy in Asia with specific emphasis on the freedoms of expression, religion, assembly and association on the internet.

📋 Workshop policies & governing rules

📑 Code of conduct and principles of participation

The Association for Progressive Communications is committed to providing a safe and welcoming environment for discussing issues related to its community. The APC Community comprises members of the network, all APC staff and team and its larger network of partners, friends and allies.

The code of conduct and ground rules apply to this meeting, all APC hosted events, conference-related social events, such as parties or gatherings at restaurants or bars and spaces, and includes our mailing lists, wikis, platforms, websites and any other spaces that APC hosts, both online and offline. Participants are responsible for knowing and abiding by these guidelines. In this event, the code applies to anyone who is part of the event, which includes organisers, resource persons and participants.

All APC meetings, virtual and physical meetings, are intended to be **SAFE** spaces and we ask participants to be guided by the following:

Be respectful

Listen actively

Be respectful of others' views even when you disagree

Be collaborative

Recognise diversity

Respect privacy of participants

Ask for consent for photography, audio-visual recordings or quotes

Be aware of language diversity

Handle disagreement constructively

Act fairly, honestly, and in good faith with other participants

It is vital that discussions include and acknowledge a diversity of opinions and experiences, and that the community does not tolerate harassment of any kind.

We expect the members of the APC community to treat one another with respect and to acknowledge that everyone can make a valuable contribution. We may not always agree, but the space and conversation must always have openness to positions that may not be aligned or in agreement. Frustration cannot turn into a personal attack. It's important to remember that a community where people feel uncomfortable or threatened is not a productive one, and that the meeting conduct and ground rules are anchored in the APC values we have all committed to uphold. It is our collective responsibility to ensure that we create a safe, creative, productive and welcoming space that can hold us in all of our diversity.

We will take action in response to harassment related to gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, nationality, caste, ethnicity or religion. APC does not tolerate harassment of participants in any form.

Definitions

Harassment

includes, but is not limited to:

- Offensive comments related to gender, gender identity and expression, sexual orientation, disability, mental illness, neuro(a)typicality, physical appearance, body size, race, caste, ethnicity or religion.
- Unwelcome comments regarding a person's lifestyle choices and practices, including those related to food, health, parenting, drugs, and employment.
- Physical contact and simulated physical contact without consent or after a request to stop.
- Deliberate intimidation.
- Sustained disruption of discussion.
- Continued one-on-one communication after requests to cease.
- Sexual harassment

Sexual harassment

is a broad term. For the purposes of this event it is defined as:

Any unwelcome sexual advance in the form of words, images, gestures or physical contact in physical, digital or communication spaces which may reasonably be expected, or be perceived, to cause distress, intimidation, fear, humiliation, or harm to another. The term also covers any request for a sexual favour, or a threat of a sexual nature. Sexual harassment may occur in any space, including the workplace. This includes activities of face-to-face meetings, virtual meetings and digital communication of all kinds. It can be a one-time incident or a series of incidents. Sexual harassment may be unintended, deliberate, or coercive. Sexual harassment may occur both within

formal working hours and spaces, and outside these. Men, women, non-binary, transitioning and transgender individuals may be victims or offenders.

Sexual harassment may result in discrimination, and it may create a hostile working environment. Other forms of behaviour which cause discrimination, fear, and/or a hostile working environment may be implicated in sexual harassment, such as harassment based on race, gender, sexuality, national origin, physical appearance, age, ancestry, disability, economic disparity, nationality, or religious or spiritual beliefs. APC recognises that APC's staff members, partners and event participants are from diverse contexts, and that sexual harassment experiences are embedded within the cultural, social, historical and personal contexts.

> **Sexual harassment should not be confused with unintentional careless communication in a diverse working environment, or with our efforts to create a working culture which is open to conversations on sexuality and human rights.**

We understand that the impact of sexual harassment on APC's working culture can be highly destructive, and we understand the harmful impact of sexual harassment on any person's work, mind and body.

Examples of sexual harassment include (but are not limited to):

- Gratuitous or off-topic sexual images or behaviour in spaces where they are not appropriate.
- Unwelcome sharing of sexualised content in visual, audio or text form
- Deliberate stalking, following or intimidation, online and/or offline
- Harassing photography, video or audio recording
- Inappropriate and/or unwanted physical contact
- Unwelcome sexual attention, in any form of communication
- Requests for sexual favours, verbal or physical contact of a sexual nature in exchange for an opportunity
- Threats, either explicit or implicit, to withdraw an opportunity or resources unless sexual contact and/or communication is permitted
- Advocating for, or encouraging, any of the above behaviour.

If you believe you have been harassed, or notice that someone else is being harassed, or have any other concerns, you are encouraged to raise your concerns in confidence to the Event Incidents Team.

APC commits that each case will be considered, and concrete actions will be taken as appropriate.

Code of Conduct and Anti-Harassment Policy Response Process

If you are being harassed by a member of the community or a participant or organiser at the workshop, or have any other concerns, please contact a member of the Event Incidents Team.

When a complaint is made or an incident occurs that breaches this code, the **Event Incidents Team** will confidentially review and respond to any participant who has experienced harassment or inappropriate behaviour.

If the person who is harassing you is on the Event Incidents Team, they will recuse themselves from handling your incident. If the person who is harassing you is a member of the organising team, they will not receive differential treatment than any other participant in the handling of the complaint.

We will try to respond as promptly to complaints as we can. These steps will be taken once you make a complaint:

1. One or more members of the Event Incidents team will discuss the issue with you.
2. They may take notes, with your consent, of what you say.
3. One or more members of the Events Incidents team will separately speak with the person(s) against whom the complaint is lodged.
4. The process will involve attaining resolution while ensuring safety, dignity and respect for everyone involved.

If a participant engages in harassing behaviour, the Response Team may take any action they deem appropriate, up to and including expulsion from all APC spaces during the event, and identification of the participant as a harasser to other APC members or the general public. The Event Incidents team will prioritise marginalised people's safety over privileged people's comfort.

Any member of the Event Incidents Team can be contacted with any questions or concerns participants may have throughout the duration of an APC event. Anonymous complaints can be reported to the team via email.

Names and contact information of the Event Incidents Team are as follows:

- Pavitra Ramanujam - pavitra@apc.org
- Cho Thazin Aung - cho@apc.org

📖 Others

🔲 Feedback

> How was the whole workshop? Please let us know how you felt.

Please access the feedback form here.

🖼 Zoom backgrounds for your use!

Please click this link to download a Zoom background, if needed.

Collaborative resources

No.	Shared by	Resource link	Notes

🗂 Playlist

This is a collaborative playlist and everyone is welcome to add the songs. ?

Youtube playlist