

Multi-stakeholder Roundtable
**“Emerging Best Practices in Implementing Ethical
 Recruitment Policies across Industries”**

9:30 AM to 4:30 PM, January 19, 2017

Interchurch Center, 475 Riverside Drive, New York City

ICCR thanks Humanity United for supporting the Roundtable

OBJECTIVE

In the second installation of our roundtable series for ICCR’s “No Fees Initiative,” we will explore key learnings from efforts to implement corporate ethical recruitment policies over the last three years, including actions needed to overcome practical challenges and obstacles many companies face.

Leading companies from the automotive, food and beverage, apparel, electronics, hospitality, agriculture and retail sectors will join NGOs, international organizations, investors, field experts and government representatives to share their insights and experiences in an open dialogue with the objective of developing solutions that will accelerate the adoption of cross-sectoral strategies for ethical recruitment.

DESCRIPTION

ICCR’s ethical recruitment program--“No Fees” Initiative--launched in January of 2014 with the support of Humanity United seeks to engage and influence the behavior of a number of major brands, retailers and sector associations to create substantive policies and practices on ethical labor recruitment.

The goal of ICCR’s second ethical recruitment roundtable is to share emerging best practices on implementing ethical recruitment policies that engage and train suppliers to monitor their recruitment network and root out unethical recruiters.

We encourage each participant to share their experiences, listen, learn and commit to actions that will address and ultimately eliminate one of today’s most egregious human rights abuses.

The Freedom Fund, a roundtable sponsor, fights to end modern slavery. It does that by bringing much-needed strategic focus and financial resources. With an expert team and global perspective, the Freedom Fund identifies and invests in more than 120 frontline NGO’s in 9 the countries and sectors where it is most prevalent. It funds global Initiatives to address broader topics like supply chains, migration and legal strategies and influence government and donor policies. In 2015, it impacted the lives of more than 200,000 individuals and collaborated with more than 15 governments and agencies.

AGENDA

8:45 am	<p>Registration</p> <ul style="list-style-type: none"> • <i>Coffee/tea and light refreshments will be served</i>
9:30 am	<p>Welcome</p> <ul style="list-style-type: none"> • <i>Josh Zinner, CEO, ICCR</i>
9:35 am	<p>Opening reflection</p> <ul style="list-style-type: none"> • <i>Pat Zerega, Convener, ICCR’s Human Rights/Human Trafficking group</i>
9:40 am	<p>Introduction</p> <ul style="list-style-type: none"> • <i>David Schilling, Senior Program Director, ICCR</i>

9:50 am	<p>Overview of the day: “Emerging Best Practices and Beyond; What Outcomes We Expect”</p> <ul style="list-style-type: none"> Valentina Gurney, Associate Program Director; staff, ICCR’s “No Fees” Initiative
10:00 am	<p>Panel 1: “Challenges and Opportunities from the Ground”</p> <ul style="list-style-type: none"> Shawn MacDonald, CEO, Verite Marie Apostol, Founder and CEO, The FAIR Hiring Initiative, Inc.(TFHI) Mark Taylor, Director for Strategy and Global Partnerships, Project Issara, Thailand Charlie Fanning, Advocacy and Research Coordinator in the AFL-CIO International Department <p><u>Moderator:</u> Adam Kanzer, Director of Corporate Engagement and Public Policy, Domini Impact Investments</p>
10:45 am	Q&A
BREAK (11:00 – 11:15 am)	
11:15 am	<p>Panel 2: “Challenges and Opportunities for Industry”</p> <ul style="list-style-type: none"> Brent Wilton, director, Global Workplace Rights, Coca-Cola and Leadership Group for Responsible Recruitment Bob Mitchell, Vice President of Social and Environmental Responsibility, Electronic Industry Citizenship Coalition Ramona Moorhead, Corporate Programs Coordinator, Social Accountability International Desta Raines, External Engagement Manager, Supplier Responsibility, Apple <p><u>Moderator:</u> Kate Kennedy, Managing Director, North America, The Freedom Fund</p>
12:00 pm	Q&A
BUFFET LUNCH (12:15 – 1:00 PM)	
1:00 pm	<p>Panel 3: “Challenges and Opportunities for Governments and International Institutions ”</p> <ul style="list-style-type: none"> Alix Nasri, ILO Fair Recruitment Initiative Rachel Phillips Rigby, Bureau of International Labor Affairs, US Department of Labor Amy O’Neill Richard, J/TIP Office, US Department of State <p><u>Moderator:</u> Lauren Compere, Managing Director, Boston Common Asset Management</p>
1:45 pm	Q&A

<p style="text-align: center;">2:00 pm</p>	<p>Participating Companies --5 minutes presentations.</p> <p>Guiding questions: Please share the steps you have taken to adopt and implement ethical recruitment policies.</p> <ol style="list-style-type: none"> 1. What are the challenges you have experienced? What has worked well? 2. If not, what guidance, tools or support do you need to move this agenda forward?
<p style="text-align: center;">2:30 pm</p>	<p>Breakout Session Instructions/Goals</p> <p>Questions for the groups (made up of representatives of different stakeholders) and conveners:</p> <ol style="list-style-type: none"> 1. What is the most significant challenge faced by workers being recruited and what are some effective solutions? Convener: Julie Tanner, Christian Brothers Investment Service Recorder: Claire Deroche, Social Justice Coordinator, UUCSR 2. What is the most significant challenge faced by companies and suppliers at different stages of the implementation process and what are some effective solutions? Convener: Mary Beth Gallagher, Tri-State Coalition for Responsible Investment Recorder: Jody Wise, Socially Responsible Investment Consultant, Trinity Health 3. What is the most significant challenge faced by governments and international institutions and what are some effective solutions? What government policies need to be in place to achieve meaningful ethical recruitment? Convener: Cathy Rowan, Trinity Health Recorder: Sarah Margolis, Associate Program Director, ICCR 4. What is the most significant challenge faced by investors and what are some effective solutions? Convener: Pat Zerega, Mercy Investment Services Recorder: Rob Fohr, Director of Faith-Based Investing and Corporate Engagement, Presbyterian Church U.S.A.
BREAK (3:20 – 3:30 pm)	
<p style="text-align: center;">3:30 pm</p>	<p>Report Back from each group</p>
<p style="text-align: center;">4:00 pm</p>	<p>Next Steps--Call to Action</p>
<p style="text-align: center;">4:30 pm</p>	<p>Adjourn</p>

Panel 1: “Challenges and Opportunities from the Ground”

Shawn MacDonald is CEO of Verité, a civil society organization that works to promote workers’ rights in global supply chains through research, consulting, training, assessments, and policy advocacy. Before his appointment as CEO in 2016, Shawn had led Verité’s research, program, and policy work since 2003. Shawn has broad international and domestic experience in labor rights, corporate social responsibility, social entrepreneurship, workplace health, and multi-sector partnerships.

Before joining Verité, he was Director of Accreditation at the Fair Labor Association, Vice President of Ashoka: Innovators for the Public, Senior Advisor at Meridian Group International, and co-founder of the Development and Employment Policy Project. Additionally, he worked for a variety of civil society organizations in Asia, Africa, and Eastern Europe. He holds a Ph.D. from George Mason University’s Institute for Conflict Analysis and Resolution and an AB in History from Harvard University.

Marie Apostol is Founder and President/CEO of The FAIR Hiring Initiative. The initiative is a social enterprise that develops, tests and promotes ethical recruitment models and addresses issues of forced labor, debt bondage and human trafficking in labor migration.

In 2004, Marie founded Verité Southeast Asia and served as its Executive Director until February, 2012 where she led the development of the Verité Systems Approach For Social Responsibility, the Verité Fair Hiring Toolkit, and prepared the original draft of the Manpower-Verité Ethical Framework for Cross-Border Recruitment. She has trained and consulted for companies such as Starbucks, Apple, The Home Depot, Wal-Mart, Gap, Levi Strauss, Hewlett-Packard, New Balance, Hershey’s and Motorola, in the improvement of internal and supply-chain-level programs, systems and organizational competencies for managing Corporate Social Responsibility.

Prior to her work with Verité, Marie served as an independent consultant on poverty alleviation and social reform and worked on projects for the Philippine Government, bilateral agencies, international NGOs, and a number of UN agencies.

Mark Taylor is the Director for Strategy and Global Partnerships at the Issara Institute. He oversees the Business and Human Rights team and the Issara Inclusive Labour Monitoring™(ILM) approach which brings worker voice and technical corrective and preventive solutions to global brands and retailers and local suppliers throughout Southeast Asia supply chains. Mark’s professional business consulting and investment background and prior work with supply chains and private sector development initiatives in Asia is shaping the direction of Issara’s business analytics and sustainability initiatives. Mark is based in Bangkok, Thailand and has been living and working in Southeast Asia for over 15 years.

Prior to joining Issara, Mark was the Regional Private Sector Advisor for the Australian government’s aid programs throughout mainland Southeast Asia. He has held senior technical and leadership positions including as Managing Partner of Emerging Markets Consulting, a regional business consulting firm specializing in strategy and private sector development, and Chairman of the Board for Emerging Markets Entrepreneurs, one of Cambodia’s first business accelerators. He has been a mentor for SMEs and social enterprises, and worked with impact investors and a Southeast Asia private equity fund. He also has worked at the World Bank and for several start-up technology firms in the Silicon Valley and Seattle. Mark holds an MBA from Georgetown University and is a Landegger Honors Program graduate

Charlie Fanning is Global Advocacy and Research Coordinator at AFL CIO. He was formerly the Researcher and Writer in President's Office for Immigration and Community Action and Research Intern for the Department for Professional Employees at AFL CIO, a Student Researcher at Political Database of the Americas. Charlie graduated from Georgetown University, Universidad San Francisco de Quito, Florida Southern College from the Georgetown School of Foreign Service.

Panel 2: “Challenges and Opportunities for Industry”

Brent Wilton is Director of Global Workplace Rights, The Coca-Cola Company. He works to ensure the company and its vast system abides by its [Human Rights Policy](#) and [Supplier Guiding Principles](#). Brent is on the Steering Committee of the newly-formed Leadership Group for Responsible Recruitment and active on the Social Sustainability Committee of the Consumer Goods Forum and its Forced Labour Initiative.

Brent is a native of New Zealand who studied industrial relations law at the University of Auckland. He held a number of roles in his homeland until 1999, when he joined the International Organization of Employers in Geneva as senior adviser. The IOE is a network of more than 150 business and employer organizations that focuses on issues like labor standards and human rights.

Bob Mitchell is Vice-President of Social and Environmental Responsibility, Electronic Industry Citizenship Coalition (EICC). He is a 16-year veteran of Hewlett Packard and Hewlett Packard Enterprise, with over 10 years in sustainability. He was most recently the Director, Global Social & Environmental Responsibility at Hewlett Packard Enterprise, leading a team of professionals in human rights, supply chain responsibility and conflict minerals, among other issue areas. Bob also served on the EICC Board of Directors for nearly four years and was Vice Chair in 2016. He holds an MBA from the University of Arizona, and a bachelor's degree from the University of Virginia.

Ramona Moorhead is Corporate Programs Coordinator of SAI and works on the overall organization and delivery of SAI's various corporate programs and services. Ms. Moorhead comes to SAI with a varied background in the fashion industry—from retail management, wholesale account executive and production assistant functions. Ramona studied at the New School, where she earned her undergraduate degree in Global Studies with a concentration in International Development. During her time there she was a visiting fellow at the University of Johannesburg, where she participated in a research group focused on rethinking development strategies through supply chain analysis of mineral mines in South Africa and Zimbabwe. Her thesis research focused on industrial manufacturing and its relationship to socio-economic development in the garment industry in Bangladesh.

Desta Raines, External Engagement Manager, Supplier Responsibility, Apple, has extensive experience in the field of corporate social responsibility, in both the non-profit and corporate sectors. Her areas of expertise include program development and oversight, multi-stakeholder engagement and training and international public policy related to trade and labor law implementation. Desta joined Apple in 2012 and led the establishment of Apple's Labor and Human Rights team and external engagement focused on supply chains. Under her leadership Apple became the first company to partner with the International Organization for Migration, delivering pre-departure training for migrant labor traveling from Nepal, Indonesia and Vietnam to Apple suppliers in Malaysia.

Panel 3: “Challenges and Opportunities for Governments and International Institutions”

Alix Nasri joined the ILO’s Regional Office for the Arab States as a research consultant in 2011. Based in Beirut, she co-wrote ILO’s first study on human trafficking in the Middle East entitled [*Tricked and Trapped: Human Trafficking in the Middle East*](#) as well as an authoritative report on [*Access to Justice for Migrant Domestic Workers in Lebanon*](#). She later moved to ILO’s headquarters in Geneva, and currently works as a Technical Officer in the Fundamental Principles and Rights at Work Branch. In this capacity, she is primarily engaged in backstopping of projects focusing on the prevention of trafficking, labour recruitment practices and access to justice and provides legal and policy advice to ILO constituents. She is also managing the ILO [*Fair Recruitment Initiative*](#), which led to the adoption of ILO’s [*General Principles and Operational Guidelines in 2016*](#). She recently co-authored ILO’s paper on [*Regulating labour recruitment to prevent human trafficking and to foster fair migration*](#).

Ms. Nasri graduated with honours from the Geneva Academy of International Humanitarian Law and Human Rights after completing an LL.M in Humanitarian Law and Human Rights. She also holds a Bachelor of International Relations from the Graduate Institute of International and Development Studies. Prior to joining the ILO, she worked for the Swiss Agency for Development and Cooperation, where she was responsible for developing the Middle East portfolio of the Global Program Migration and Development. She also worked as a Program Officer on refugee protection for the NGO Heartland Alliance in Lebanon and has been a fellow in strategic philanthropy for the Foundation Lombard Odier.

Rachel Phillips Rigby is Deputy Division Chief for Research and Policy in the U.S. Department of Labor’s Office of Child Labor, Forced Labor, and Human Trafficking (OCFT), where she has worked since 2005. She initially managed grants to combat child labor in the South Asian subcontinent and conducted research on child labor and forced labor in that region. Since 2007, she has managed the development and publication of the Department’s *List of Goods Produced by Child Labor or Forced Labor*, mandated by the Trafficking Victims Protection Reauthorization Act of 2005, and the *List of Products Produced by Forced or Indentured Child Labor* pursuant to Executive Order 13126.

She is also the lead author of the Department’s 2012 publication, *Reducing Child Labor and Forced Labor: A Toolkit for Responsible Businesses*. Ms. Rigby’s background includes several years in the nonprofit sector with international microfinance and public health organizations. She holds an MBA from the Monterey Institute of International Studies, a BA from Grinnell College, and has studied and volunteered abroad in Switzerland, France, England, and Bolivia. She speaks French and Spanish.

Amy O’Neill Richard is a Senior Adviser in the State Department’s Office to Monitor and Combat Trafficking in Persons (TIP office). She was an original member of the office and instrumental in developing its foundational goals and policies. As Senior Adviser, she engages the private sector to leverage resources and expertise to help prevent human trafficking and serves as the co-chair of the U.S. Government’s Senior Policy Operating Group’s Committee on Research and Data.

Previously, Ms. Richard oversaw the production of the Department’s annual Trafficking in Persons Report, the most comprehensive anti-trafficking assessment issued by any government. Her own research work on international trafficking to the United States has earned her State Department awards, and her findings were used to support the drafting of the United States’ Trafficking Victims Protection Act, and became an initial baseline for assessing the U.S. government’s own anti-trafficking efforts. Prior to the TIP office, Ms. Richard worked in the State Department’s Bureau of Intelligence and Research’s

Office of Terrorism, Narcotics, and Crime where she received the Bureau's Analyst of the Year Award for shedding light on transnational organized crime.

Multi-Stakeholder Roundtable Selected Resources

Verite: Resources on a range of forced labor issues and the *Fair Hiring Toolkit*
<https://www.verite.org/resources/>

FAIR Hiring Initiative: *Model for fair recruitment and hiring.* <http://www.fairhiringinitiative.com/our-model/>

Issara Institute: Issara Institute's Reports and Publications page for the following:
Slavery Free Recruitment Systems: A Landscape Analysis of Fee-Free Recruitment Initiatives
<http://www.projectissara.org/publications>

Solidarity Center: *Roles for Workers and Unions in Regulating Labor Recruitment in Mexico*
<http://www.solidaritycenter.org/wp-content/uploads/2015/05/Migration.Roles-for-Workers-and-Unions-in-Regulating-labor-Recruitment-in-Mexico.Jennifer-Gordon-Fordham.5.15.pdf>

International Labor Migration: Re-regulating the private power of labor brokers
<http://www.solidaritycenter.org/wp-content/uploads/2015/05/Migration.International-Labor-Migration-Reregulating-the-Private-Power-of-Labor.2015.pdf>

Leadership Group on Responsible Recruitment: Responsible Recruitment Gateway;
<https://www.ihrb.org/employerpays/>

Consumer Goods Forum (CGF) Forced Labor Initiative:
<http://www.theconsumergoodsforum.com/component/tags/tag/399-forced-labour>

Know The Chain Benchmark reports on forced labor in ICT, Food & Beverage and Apparel sectors;
<https://knowthechain.org/benchmarks/>

ILO General Principles and operational guidelines for fair recruitment:
http://www.ilo.org/wcmsp5/groups/public/---ed_norm/---declaration/documents/publication/wcms_536755.pdf

U.S. Department of Labor: [Reducing Child Labor and Forced Labor: A Toolkit for Responsible Businesses](#)

US Government: *Notice of Proposed Rulemaking on the Definition of Recruitment Fees*
https://www.regulations.gov/document?D=FAR_FRDOC_0001-1143

US Department of State Annual Trafficking in Persons Report: <https://www.state.gov/j/tip/rls/tiprpt/>

US Department of State and Verite: *Responsible Sourcing Tool* <http://www.responsiblesourcingtool.org/>

PARTICIPANTS LIST

Name	Title	Company
Apostol, Marie	Founder and CEO	The FAIR Hiring Initiative, Inc.(TFHI)
Bailey, Jennifer	Corporate Communications & Compliance Manager	Alliance One International
Barrett Mackin, Joan	Office of International Relations, Bureau of International Labor Affairs	US Department of Labor
Barreto, Rohini	Director, Strategic Programs	Social Accountability International
Boselli, Colleen	Sr. Associate Program Director	Geneva Global
Bridges, Mary Ellen	Supply Chain Sustainability Human Rights and Working Conditions Manager	Ford Motor Company
Bross, Dan	Business and Corporate Responsibility	Microsoft (1998 – 2016)
Buckley, Benedict	Portfolio Analyst, ESG Investment	ClearBridge Investments
Burns, Dustin	Manager, Global Compliance	Sears Holdings
Claseman, Danielle	Responsible Sourcing Manager	Target
Compere, Lauren	Managing Director	Boston Common Asset Management
Daly, Patricia	Director Emeritus	Tri-State CRI
Davis, Brandie	Director Corporate Affairs	Philip Morris International
Deroche, Claire	Social Justice Coordinator	UUCSR
Diserio, Matthew	President and Co-Founder	Water Asset Management
Essink, Danielle	Senior Human Rights Engagement Specialist	Robeco SAM
Fanning, Charlie	Coordinator, Advocacy and Research	AFL-CIO International Department
Fohr, Rob	Director of Faith-Based Investing and Corporate Engagement	Presbyterian Church U.S.A.
Gallagher, Mary Beth	Executive Director	Tri-State Coalition for Responsible Investment

Geovannello, Frank	Sr. Manager, Supplier Programs	Altria Client Services
Gordon, Allison Brooke	Brand Engagement Manager	Citi
Grout-Smith, Sam	First Secretary	UK Mission to the UN
Gurney, Valentina	Associate Program Director	Interfaith Center on Corporate Responsibility
Han, Shelly	Director of Civil Society Engagement	Fair Labor Association
Househam, Anita	Senior Manager, Supply Chain Sustainability	UN Global Compact
Hwang, Jane	President & CEO	Social Accountability International
Jeppesen, Carol	Senior Network Manager, US	UNPRI
Kanzer, Adam	Managing Director	Domini Impact Investments LLC
Kennedy, Kate	Managing Director, North America	The Freedom Fund
King, Niki	Director-Procurement Corporate Responsibility	Campbell Soup Company
Lefelar, Scott	Sr. Director Employment Law Partner	RAI Services Company
Lehr, Amy	Attorney-CSR Practice Group	Foley Hoag LLP
Levy, Reuben	CSR Manager	PVH
Ligon, Mike	Vice President, Corporate Affairs	Universal Corporation
MacDonald, Shawn	CEO	Verite
Margolis, Sarah	Associate Program Director	Interfaith Center on Corporate Responsibility
Marshall, Hillary	Research Associate	Domini Impact Investments LLC
McDonnell, Mike	Sr. Manager Supply Chain Assessment	Intel Corporation
McQuillen, Mary Jane	Managing Director, Portfolio Manager, Head of ESG Investment	ClearBridge Investments
Meyerstein, Ariel	VP, Labor Affairs, Corporate Responsibility & Corporate Governance	USCIB
Mitchell, Bob	VP, Social & Environmental Responsibility	EICC

Moorhead, Ramona	Corporate Programs	Social Accountability International
Moote, Kilian	Project Director	KnowTheChain
Narine, Nadira	Senior Program Director	Interfaith Center on Corporate Responsibility
Nash, Nora	Director Corporate Social Responsibility	Sisters of St. Francis of Philadelphia
Nasri, Alix	Technical Officer, Fundamental Principles and Rights at Work Branch	International Labour Organization
Nystrom, Doug	Director, Human Rights - Responsible Sourcing	Walmart
O'Neill Richard, Amy	Senior Advisor to the Director	Office to Monitor and Combat Trafficking in Persons, US Department of State
Patrick, Anna	Public Affairs Specialist	US Department of State
Paulsen, Zach	Advisor	Philip Morris International
Raines, Desta	External Engagement Manager, Supplier Responsibility	Apple, Inc.
Rauscher, Frank	Senior Principal	Aquinas Associates
Rigby, Rachel	Bureau of International Labor Affairs	US Department of Labor
Rowan, Cathy	Director, Socially Responsible Investments	Trinity Health & Tri-State CRI
Sarma, Meghna	Corporate Responsibility	PVH
Sattler, Ted	Senior Advisor	Worldwide Responsible Accredited Production (WRAP)
Schilling, David	Senior Program Director	Interfaith Center on Corporate Responsibility
Segall, David	Policy Associate / Research Scholar	NYU Stern Center for Business and Human Rights
Sfeir, Margot	Director	ELEVATE
Shakespeare, Justine	Program Manager	Verite
Singhal, Nikita	Vice President	ClearBridge Investments
Skinner, Benjamin	Founder & Principal	Transparentem

Stein, Jenny	Human Rights Advisor	Hilton Worldwide
Tanner, Julie	Director, Catholic Responsible Investing	Christian Brothers Investment Services
Taylor, Mark	Director for Strategy and Global Partnerships	Project Issara, Thailand
Vaccari, Mary	Program Associate	Interfaith Center on Corporate Responsibility
Wersching, Crystal	Director, Procurement Services	Altria Client Services
Wigner, Preston	Vice President, General Counsel and Secretary	Universal Corporation
Wilton, Brent	Director, Global Workplace Rights	The Coca-Cola Company
Wise, Jody	Socially Responsible Investment Consultant	Trinity Health
Wittman, Laura	Senior VP, Compliance	Global Brands Group
Wykes, Natalie	Vice President, Commercial	FSI Worldwide
Zerega, Pat	Senior Director Shareholder Advocacy	Mercy Investment Services
Zinner, Josh	Chief Executive Officer	Interfaith Center on Corporate Responsibility
Zoia, Christopher	Communications Manager	The Freedom Fund



MEETING GOAL AND GUIDELINES

The goal of this multi-stakeholder roundtable is to move corporations to integrate ethical recruitment policies into their global supply chain relationships and collaborate with other stakeholders to break the exploitive influence of labor brokers who contribute to forced labor and human trafficking through illegal and unethical practices.

To achieve this, the roundtable encourages trust-building and open, respectful dialogue among all stakeholders to reach a common understanding of the steps needed to confront exploitive recruitment practices. Companies have the responsibility to respect human rights through positive engagement with key suppliers, workers, communities and governmental agencies to create humane recruitment systems.

All roundtable participants are responsible for helping ICCR achieve its stated goals and for the overall conduct of the roundtable.

1. Preparation

Participants should read the agenda, preparatory materials, meeting goals and guidelines, and be prepared to contribute to the roundtable discussions and work towards common understanding.

2. Honoring time

The roundtable will start and end on time. The agenda will be followed closely. Please turn off cell phones.

3. Chatham House Rule

This roundtable is convened under the Chatham House Rule: 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. We invoke this rule to encourage openness and the sharing of information.

Notes will be captured during the day's discussions and will be edited by ICCR staff to assure confidentiality of participant's comments before the distribution of the roundtable report. Participant names will be edited out of final draft unless properly cleared by participant.

4. Stakeholder participation

Each person is asked to fully participate as much as possible in the roundtable discussions. No one should dominate discussions. Please listen closely to each other, don't interrupt and let others finish speaking before you begin.

5. Different opinions are welcome

There are no "right" answers. The roundtable is convened as a dialogue on how we can address water stewardship through a human rights lens and not a debate or blame session. Please draw on your own experiences, views and beliefs. It's OK to disagree, but please be respectful of differences in opinion. Listen carefully and try to understand the views of those who disagree with you.

6. Limit side conversations

Help keep the discussions on track. Focus on breakout questions and refrain from initiating side conversations.

7. Raise concerns

Any concerns about the conduct of the discussions or the issues being discussed should be fully aired to the group, or to the facilitator in private if appropriate, to ensure that the discussions are effective.

8. Notes

A note-taker has been assigned to each breakout group. As this meeting is under the Chatham House Rule, ideas will not be attributed to individuals or organizations.