

ROUNDTABLE FOR DIALOGUE AND NEGOTIATION BETWEEN THE GOVERNMENT OF  
COLOMBIA AND THE REVOLUTIONARY ARMED FORCES OF COLOMBIA – PEOPLE'S ARMY

COMMUNICATION NO. 10: REGULATIONS FOR PUBLIC AUDIENCES

10 March 2000

The National Roundtable for Dialogue and Negotiation met with the Coordinators of the National Thematic Committee to hear reports and proposals and make decisions regarding the preparations for and holding of the first public hearings, the call for participants, registration and comprehensive information for all Colombians. It was agreed to produce a new programme to promote and explain the public audiences on Monday 20 March at 20:00, in addition to an informative teleconference on 27 March. The following regulations were approved for public audiences.

**How to hold an audience**

Public audiences have the following components:

1. Call for participants
2. Registration, accreditation and control
3. Hearing
4. Facilitating board
5. Agenda
6. Regulations.

**1. CALL FOR PARTICIPANTS**

In line with the topic defined by the National Roundtable for Dialogue and Negotiation, the National Thematic Committee will issue broad public calls for participants, guaranteeing the representative, open, democratic, ordered and plural participation of Colombians. The

thematic committee will be entitled to support from various representative organisations and to convene special audiences.

## **2. REGISTRATION, ACCREDITATION AND CONTROL**

The National Thematic Committee will organise registration for the audiences via forms that will be distributed through the media and by email. It will also be possible to register via fax, telephone, freepost and email. There will be a deadline for registration for public audiences, which will be published alongside the call for participants.

The National Thematic Committee will provide registrants with timely notice of the date for their participation.

All those registered for a specific date must visit the thematic committee's office in San Vicente del Caguán for accreditation, where they will be given the respective rosette and will be assigned to the sole authorised transport to Villa Nueva Colombia.

## **3. HEARING**

- The hearing involves a group of people who meet at each audience to present their proposals to the National Thematic Committee.
- The normal number of participants in hearings is 50, although in some cases flexibility is allowed and audiences may be held with fewer or more people.
- In addition to the registered participants, there may also be a number of people who attend as observers.
- The hearing must provide an appropriate atmosphere for reflection.

## **4. FACILITATING BOARD**

- The facilitating board will comprise two moderators (one per party) and two reporters (one per party). One moderator and reporter may be assigned to the morning and the others for the afternoon.
- The functions of the moderators are: chairing the meeting, explaining the participation mechanism, setting out the agenda, controlling the time of interventions and maintaining order at the premises (i.e. the presenter sticks to the topic and the hearing maintains composure and silence).
- Any modifications that may arise during the course of the audience will be made by consensus among the moderators.
- Reporters have the following duties: listening and taking careful note of each of the interventions, summarising the points and proposals made by attendees and producing their report for the coordinators of the committee, who, supported by the technical secretariat, will prepare the respective technical document with the proposals from each participant.

## 5. AGENDA

The audiences will be based around the following structure:

1. Presentation of the facilitating board and verification of attendees
2. Presentation of the topic and explanation of the mechanism
3. Presentation of proposals by the audience
4. Closing.

## 6. REGULATIONS

- Sessions will begin at 08:00, with a mid-morning break. Lunch will be from 12:00 and sessions will restart at 14:00, running until 16:00, when the audience will end.
- Specific times may be established for special hearings in certain sectors.
- At a normal audience, each intervention will have five minutes to present a summary of the proposal.

- No more than 15 minutes may be spent on opening and closing the audience.
- Interruptions will not be permitted.
- Moderators will only be allowed to interrupt a presentation if it is used to disqualify other presentations, slander or make personal allegations, or for reasons other than setting out a presentation and explaining a proposal on the topic that has been defined.
- At the end of each intervention, the moderators will be entitled to ask a specific question to clarify the proposal.
- If a participant is not present at the hearing when they are called to speak and is unable to justify their absence before the board, they will lose the right to intervene, although they will be entitled to submit their proposal in writing.

To allow sufficient time for communication of the topic and the methodology, the call for participants, registration and the preparation of the respective proposals, it was decided to schedule the first public audience for Sunday, 9 April 2000.

Villa Nueva Colombia, 10 March 2000

For the national government:

- VÍCTOR G. RICARDO, High Commissioner for Peace
- CAMILO GÓMEZ ALZATE, Negotiator
- FABIO VALENCIA COSSIO, Negotiator
- PEDRO GÓMEZ BARRERO, Negotiator
- GONZALO FORERO DELGADILLO, Negotiator
- JUAN GABRIEL URIBE, Negotiator
- NESTOR HUMBERTO MARTÍNEZ, Coordinator of the Thematic Committee.

For FARC:

- RAÚL REYES, Negotiator

- JOAQUÍN GÓMEZ, Negotiator
- FABIÁN RAMÍREZ, Negotiator
- IVÁN RÍOS, Coordinator of the Thematic Committee