



ACFC/INF(2003)001

**ADVISORY COMMITTEE ON THE FRAMEWORK CONVENTION  
FOR THE PROTECTION OF NATIONAL MINORITIES**

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**OUTLINE FOR STATE REPORTS TO BE SUBMITTED UNDER  
THE SECOND MONITORING CYCLE, IN CONFORMITY WITH ARTICLE 25  
PARAGRAPH 1 OF THE FRAMEWORK CONVENTION  
FOR THE PROTECTION OF NATIONAL MINORITIES**

**(Adopted by the Committee of Ministers on 15 January 2003  
at the 824<sup>th</sup> meeting of the Ministers' Deputies)**

1. Under Article 25 para. 2 of the Framework Convention the Parties must each transmit to the Committee of Ministers, on a periodical basis and whenever the Committee of Ministers so requests, any information of relevance to the implementation of the Framework Convention.
2. Similarly, under Rule 21 of Resolution (97) 10, the periodical basis for transmission of state reports on the implementation of the Framework Convention is set at five years, calculated from the date on which the previous state report was due.
3. The state report under the second cycle, which should contain all the relevant information on the implementation of the Framework Convention up to the time when this report on the second cycle was drafted, should follow the outline set out below and be submitted in one of the official languages of the Council of Europe as well as in the original language. Where appropriate, in order to avoid unnecessary repetition, the text of the report may refer to the information contained in the initial state report. It should be noted that this outline replaces the one used for the state reports presented under the first monitoring cycle (and adopted by the Committee of Ministers at the 642<sup>nd</sup> meeting of the Ministers' Deputies on 30 September 1998). The old outline may nevertheless be useful when preparing the new state reports, for example to organise the information to be included.
4. It is essential that the report provides relevant statistical data. Furthermore, in order to facilitate the evaluation task of the Advisory Committee, states should supply copies or extracts of all relevant legal instruments mentioned in the state report or adopted after the preparation of the State report in the first monitoring cycle. States should also provide copies or extracts of all relevant regulations and jurisprudence mentioned in the state report as well as copies of any relevant multilateral and bilateral international agreements. Wherever possible these copies/extracts should be supplied in the original language and also in one of the official languages of the Council of Europe.
5. If they have any questions, the authorities responsible for producing the state report are invited to contact the Secretariat of the Framework Convention for the Protection of National Minorities of the Directorate General of Human Rights (Council of Europe, F-67075 Strasbourg Cedex, France; tel: +33 (0) 3 90 21 44 33; fax: +33 (0)3 90 21 49 18; e-mail: minorities.fcnm@coe.int).

**I. Practical arrangements made at national level for following up the results of the first monitoring cycle on the implementation of the Framework Convention**

- a. *please indicate the follow-up activities organised at national, regional and local level, the persons and authorities implicated, the conclusions adopted and their dissemination to interested parties (including publication, where appropriate);*
- b. *please indicate what steps have been taken to publicise the results of the first monitoring cycle, as well as the impact of these steps: publication, dissemination, translation of the relevant documents (opinion, State comments, resolution) into the official language(s) and the minority languages where appropriate (including measures to promote awareness of the Framework Convention);*
- c. *please indicate the steps taken and the outcome of these steps, in order to improve participation by members of civil society in the process of implementing the Framework*

*Convention at the national level (including the means used to increase the level of information, consultation and participation of members of civil society in the different stages of the Framework Convention monitoring procedure);*

*d. please indicate what steps have been taken to continue the dialogue in progress with the Advisory Committee, including those taken to keep it regularly informed of any action taken in response to the results of the first monitoring cycle (see section 3 of the country relevant Resolution adopted by the Committee of Ministers). Please also indicate the outcome of these steps.*

**II. Measures taken to improve implementation of the Framework Convention in response to the Resolution adopted by the Committee of Ministers in respect of your country**

*a. please provide a general presentation of the measures taken to implement the Committee of Ministers' conclusions (see section 1 of the country relevant Resolution adopted by the Committee of Ministers), including any other measures considered relevant in this respect;*

*b. please indicate, article by article, the measures taken in response to the Committee of Ministers' recommendation (see section 2 of the country relevant Resolution of the Committee of Ministers) to take appropriate account of the various comments contained in the Advisory Committee's opinion. Here, please provide information on any new developments in your country that seem relevant to each particular article of the Framework Convention, including remedies and solutions to any difficulties or problems that may have been encountered.*

**III. Specific questions to each State Party to the Framework Convention**

*Please give the details requested in the specific questions submitted separately by the Advisory Committee as part of the continuing dialogue with the Advisory Committee.*