



## Guidance Note for Presenting at the Disability Advisory Committee

- Presentation to be **no more than 15 minutes** (unless otherwise agreed).
- Slides are not mandatory, but if you are using slides for your presentation, please circulate to the Secretariat at least 2 working days before the meeting.
- Please keep your presentation directly relevant to the topic on which you are invited to speak on.
- Do not use a generic presentation on the subject area.
- Please focus your presentation with the role of the Disability Advisory Committee (DAC) in mind:
  - The Irish Human Rights and Equality Commission is both the National Human Rights Institution and the National Equality Body in Ireland.
  - The Commission is the Independent Monitoring Mechanism for the UN Convention on the Rights of Persons with Disabilities.
  - The DAC is a statutory advisory committee appointed by the Commission to:
    - assist and advise the Commission on matters related to its function of keeping under review the adequacy and effectiveness of law and practice in the State relating to the protection of people with disabilities
    - advise the Commission on the fulfilment of its CRPD Article 33 independent monitoring role.
  - The DAC provides insights, advice and recommendations during its meetings which are provided to the Commission to consider.
  - The DAC has a strong track record on providing advice to the Commission that has informed its legislation, policy, international reporting, legal, public communications, campaigns and civil society engagement work.
  - The DAC is made up of a majority of disabled people.

### Considerations for Presentation

- Consider how your presentation can be accessible to all members of the Committee in line with CRPD, noting Article 1: 'Persons with disabilities include those who have long-term physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others'.
- Please speak clearly when talking and slower when reading so that Irish Sign Language interpreters can accurately communicate what you are saying.
- Please describe all visuals and content of slides (if using slides) orally during your presentation:
  - State what you are showing, for example, "This graph demonstrates ..."/"Shows ..."/"These results indicate ..."
  - Do not leave out information that is depicted in your visuals. For example, if you say "if you look here, you see in this graph..." or "as you can see..." You are excluding people who cannot see the slide.
  - The use of multimedia video should be captioned.