Standing Committee
Terms of Reference

37th Standing Committee
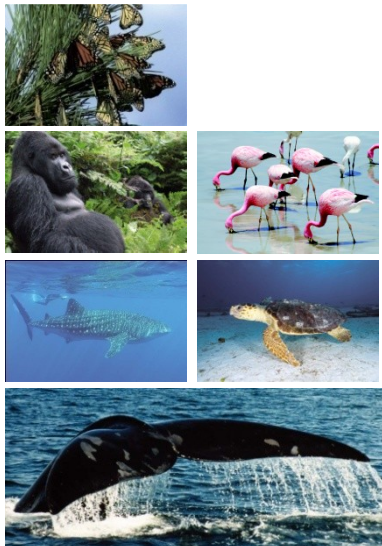
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StC and its functions

- Res.1.1/ res.9.15

- Provide
  - General policy, operational direction, agenda items & meeting requirements to the Secretariat.

  - Advice/assistance on the implementation of the Convention.

- Draft resolutions, recommendations for the COP.

- Submit a written report on its actions at ordinary meetings of COP.

- Inform Parties about proceedings/decisions made during StC meetings.

…further functions

- Represent the COP in relation to UNEP, the host country's government and other related organizations.

- Oversee
  - Development and execution of the Secretariat's budget.

  - Expenditure of fundraising activities.

- Act as a Bureau during COP meetings.

- Execute interim activities necessary or entrusted by the COP.

Responsibilities of StC members/regional representatives

- Maintain flow of communication with/among Parties and Secretariat.

- Report on activities and communications at meetings of the Committee.

- Request opinions from Parties.

- Promote draft/revision of relevant documents to be examined by COP.

- Circulate all relevant correspondence received by the Secretariat.
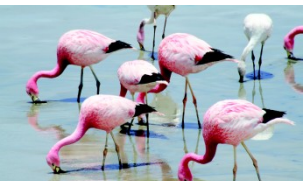
… further responsibilities

- Liaise with Parties to explore, agree on a common regional position and equally divide responsibilities.

- Follow up on Secretariat requests:
  - Revision of comments/enquiries on draft meeting reports.

  - Provision of input on documents.

  - Completion of questionnaires on Convention-related issues and National Reports.

Action Requested

- Coordinate formulation/submission of proposals to the Chair of the Committee.

  - Communicated min.150 days before COP meeting.

- Encourage update of any information and/or changes of NFP's to the Secretariat.

- Use of the standard format for the Region's Report is highly recommended.

- The StC is invited to endorse the ToR.