

**CONVENTION ON
MIGRATORY
SPECIES**

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RECRUITMENT PROCEDURES FOR THE CMS EXECUTIVE SECRETARY

Adopted by the Conference of the Parties at its Tenth Meeting
(Bergen, 20-25 November 2011)

Expressing its sincere appreciation to Mrs Elizabeth Maruma Mrema for her work as CMS Executive Secretary during the period 2009-2011; and following her decision to resign that post;

*The Conference of the Parties to the
Convention on the Conservation of Migratory Species of Wild Animals*

1. *Stresses* the need for the recruitment of the next Executive Secretary to be carried out in a transparent way that involves the Parties to the Convention;
2. *Emphasizes* the desire of the Parties to the Convention to be consulted in respect of the recruitment of the next Executive Secretary in a full and timely manner;
3. *Requests* the UNEP Executive Director to arrange for the recruitment of a new Executive Secretary who will be selected and appointed as a UNEP staff member by the Executive Director of UNEP in accordance with the United Nations staff rules and regulations and following the procedure set out in the Annex to this Resolution; and
4. *Further requests* the UNEP Executive Director to ensure continuity in the work of the Secretariat by the timely appointment of a suitably qualified person on a temporary basis between the departure of the current Executive Secretary and the appointment of the new Executive Secretary.

ANNEX

1. The Executive Director will consult the Standing Committee through its Chair, or such other member of the Standing Committee as it may appoint for that purpose, on the recruitment, selection and appointment of the new CMS Executive Secretary and will make every effort to recommend an Executive Secretary who is acceptable to the Standing Committee, while recognizing that the United Nations personnel rules will govern the recruitment, selection and appointment.
2. The Executive Director will invite the Standing Committee, through its appointed representative:
 - to review and consider the Committee's comments on candidates for the post, including the short-listing of anonymized candidates for the post and comments on the selection of final candidates from any such short-list, and
 - to join the assessment panel established by the Executive Director for the identification and recommendation of suitably qualified candidates for the position of Executive Secretary.
3. To the extent possible within his powers and in accordance with UN rules, the Executive Director will consult with the Standing Committee through its appointed representative at all stages of these processes.
4. Contracting Parties to the Convention on the Conservation of Migratory Species of Wild Animals shall be consulted by their regional representatives at all stages of these processes.