



**MEMORANDUM OF UNDERSTANDING
ON THE CONSERVATION OF
MIGRATORY SHARKS**

CMS/Sharks/MOS3/Doc.16.1
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3rd Meeting of the Signatories (Sharks MOS3)
Monaco, 10 – 14 December 2018
Agenda Item 16

**PROGRAMME OF WORK
TO SUPPORT THE IMPLEMENTATION OF THE MEMORANDUM OF UNDERSTANDING ON
THE CONSERVATION OF MIGRATORY SHARKS**

(Prepared by the Secretariat)

1. Annex 1 contains a draft Programme of Work (POW), that lists activities of high priority, which should be undertaken within the next triennium 2019-2021. The POW is aimed at guiding Signatories, the Advisory Committee (AC), the Conservation Working Group (CWG), Cooperating Partners and the Secretariat.
2. The Secretariat has included the following activities in the draft POW 2019-2021:
 - a. Ongoing or not fully implemented activities from the POW 2016-2018, that have been identified as high priority activities in the Conservation Plan;
 - b. New activities which were recommended to MOS3 by the Advisory Committee (AC) and the Conservation Working Group (CWG);
 - c. Core tasks of the AC with support from the CWG as per their Terms of Reference (TOR);
 - d. Core tasks of the Secretariat as per its TOR.
3. In order to assess, which activities should be carried over from POW 2016-2018, the Secretariat has reviewed the status of implementation of the previous POW. To this end, the Secretariat has taken into account activities performed by the AC, CWG and the Secretariat itself. Whether an activity was carried over from the previous POW 2016-2018, updated or modified, or, whether it constitutes a new activity, is indicated in the comments section that was added by the Secretariat to the table in Annex 1.
4. An overview of the status of implementation is provided in Annex 2 to this document. However, activities in the POW 2016-2018 are not only directed to the AC, CWG and the Secretariat, but also to Signatories and Cooperating Partners. Thus, in order to get the full picture of the status of implementation, it is required to also incorporate information on implementation activities, which were undertaken by Signatories and Cooperating Partners. Therefore, the Secretariat will update and revise Annex 2 after the deadline for the submission of national reports from Signatories and Cooperating Partners, in order to include the additional information.
5. As mentioned under 2b) above, the Secretariat suggests adding a number of new activities to the draft POW 2019-2021, which were recommended by the Advisory Committee to MOS3 and that will be discussed under various agenda items at this meeting.

6. However, in order to anticipate the outcome of these discussions, the Secretariat has put “placeholders” into the draft POW 2019-2021 with references to the following agenda items and documents, that the Signatories are requested to take decisions on:
 - a. **10.1:** Species-specific Conservation Measures for Species listed in Annex 1 of the Sharks MOU
 - b. **10.2:** Habitat Conservation
 - c. **11.1:** Engagement with Regional Fisheries Management Organizations
 - d. **13.1:** Draft Capacity-Building Strategy for the Sharks MOU
 - e. **15.1:** Cooperation with CMS on the Implementation of Concerted Action for Sharks and Rays
7. During this Meeting, the Secretariat will fill these placeholders based on decisions taken by Signatories as the Meeting proceeds.
8. Core activities of the AC with assistance from the CWG are generally based on their TOR. Those activities that have been implemented already are not included in the draft POW 2019-2021. New activities have been added by the Secretariat in consultation with the Chair of the AC.
9. Core activities of the Secretariat remained largely unchanged. Tasks related to the organization of meetings (MOS4, AC3 and AC4) were slightly rearranged to make them clearer. Activity 30 to “Review the implementation of the Conservation Plan and the Programme of Work and present a report to MOS4” was added.
10. As in POW 2016-2018, the table contains columns which indicate the underlying mandate to perform the activity, the level of priority, the time frame and responsible entity for implementation and funding requirements.
11. This document should be discussed taking into account the limited financial and staffing resources of the Sharks MOU, including the allocation of funds and the proposed budget for the next triennium (refer to CMS/Sharks/MOS2/Doc.17.2).
12. A significant amount of time is required, particularly from the Secretariat and the AC members, but also from Signatories and Cooperating Partners, to implement the activities successfully. It should also be taken into consideration that the Secretariat and the AC require support from external experts to undertake specific studies which require a certain expertise. The implementation of many activities is subject to the availability of additional funding. Signatories may earmark voluntary contributions to the implementation of specific activities of the POW.

Action requested:

The Meeting is requested to:

- a) Take note of the status of implementation in Annex 2;
- b) Review the draft POW 2019-2021 in Annex 1, make changes as required, complete the POW based on discussions and agreed measures under agenda items 10, 11, 13 and 15, and adopt a new POW for the next triennium. .

DRAFT PROGRAMME OF WORK (2019-2021)
TO SUPPORT THE IMPLEMENTATION OF THE MEMORANDUM OF UNDERSTANDING ON THE CONSERVATION OF MIGRATORY SHARKS

No.	Activities	Mandate ¹	Priority ranking ²	Time frame ³	Responsible entity ⁴	Funding	Comments
Species Conservation/Habitat Conservation							
1.	Implement species-specific conservation measures and habitat conservation measures for species listed in Annex 1 as discussed and agreed under agenda items: <ul style="list-style-type: none"> – 10.1 “Species specific conservation measures”; – 10.2 “Habitat Conservation”. 	MOS3 decisions	tbd	tbd	tbd	tbd	New activity: to be further developed during MOS3 (agenda item 10)
2.	Implement conservation measures as discussed and agreed under agenda item 15.1 “Cooperation with CMS on the implementation of Concerted Action for Sharks and Rays”.	MOS3 decisions	tbd	tbd	tbd	tbd	New activity: to be further developed during MOS3 (agenda item 15)
3.	Review the Conservation Plan and recommendations for species specific conservation measure and present updated/ revised versions to MOS4.	MOS3	tbd	tbd	AC	tbd	New activity
4.	Facilitate communication and support Signatories with the identification of regional and local research projects: <ul style="list-style-type: none"> – Support Signatories with the implementation of species-specific conservation measures as outlined under activity 1; – Seek funding opportunities (refer to activity 38). 	CP 1.2 SEC TOR	core	2019-2021 ongoing activity	SEC	Budget	Carried over from POW 16-18 (activity 4)
5.	When instructed by Signatories to do so, identify or develop suitable conservation projects, partners for implementation and manage Funding Agreements.	CP 1.2 CP 1.3 SEC TOR	core	2019-2021	SEC	Fundraising	Carried over from POW 16-18 (activity 5)

¹ Conservation Plan (CP), Terms of Reference of the Advisory Committee (AC TOR), Terms of Reference of the Secretariat (SEC TOR)

² Core Secretariat activities and suggested priorities (High, Medium)

³ Year(s) during which activity should be implemented

⁴ Signatories (SIG), Advisory Committee (AC), Secretariat (SEC), Conservation Working Group (CWS), Consultants, Cooperating Partners (CooP)

No.	Activities	Mandate ¹	Priority ranking ²	Time frame ³	Responsible entity ⁴	Funding	Comments
Fisheries Management and data collection (incl. bycatch)							
6.	Expand and encourage fisheries-independent research (e.g. historic data on commercially exploited species) to provide additional data for use in the fishery stock assessments and to inform relevant RFMOs ⁵	CP 2.6 CP 3.2	medium	2019-2021	SIG	Fundraising	Carried over from POW 16-18 (activity 7)
7.	Promote research focussing on the identification of species-selective fishing gear and bycatch mitigation measures.	CP 4.5	medium	2019-2021	SIG	Fundraising	Carried over from POW 16-18 (activity 8)
8.	Develop guidelines on bycatch mitigation strategies and selective fishing methods in consultation with the CMS Bycatch Working Group.	AC TOR SEC TOR	tbd	tbd	AC/CWG SEC	Fundraising	New activity merged with activity 6 in POW16-18
9.	Improve monitoring and implementation in marine protected areas (MPAs), improve enforcement.	CP 14.5	medium	2019-2021	SIG	Fundraising	Carried over from POW 16-18 (activity 12)
Capacity Building							
10.	Implement capacity-building activities as agreed under agenda item 13 to assist Signatories with the implementation of the Conservation Plan.	CP 1.1 CP 6.2 SEC TOR	tbd	tbd	tbd	tbd	New activity To be further developed during MOS3 (agenda item 13)
Cooperation and Partnerships							
11.	<p>Cooperate with the CMS Family on matters related to shark conservation:</p> <ul style="list-style-type: none"> - Contribute to the implementation of <ul style="list-style-type: none"> - CMS Res. 12.20 on "Management of Marine Debris"; - CMS Res. 12.22 on "Bycatch"; - CMS Res. 12.23 on "Sustainable Tourism and Migratory Species"; - CMS Res. 12.24 on "Promoting Marine Protected Area Networks in the ASEAN Region"; - Contribute to the preparation of CMS COP13⁶ and other relevant meetings of CMS (ScC⁷, StC⁸); - Provide comments on proposals for the inclusion of shark and ray species in the Appendices of CMS to the CMS Scientific Council and Conference of the Parties. 	SEC TOR MOS3	core	2019-2021	SEC AC	Budget	Carried over from POW 16-18 (activity 13); relevant CMS Resolutions added, and additional activity of the AC included

⁵ RFMO – Regional Fisheries Management Organization

⁶ 13th Conference of the Parties to the Convention on the Conservation of Migratory species of Wild Animals

⁷ Scientific Council

⁸ Standing Committee

No.	Activities	Mandate ¹	Priority ranking ²	Time frame ³	Responsible entity ⁴	Funding	Comments
12.	Strengthen synergies and collaborate with CITES ⁹ and FAO ¹⁰ : <ul style="list-style-type: none"> – Contribute to the implementation of the CMS-CITES Joint Work Programme 2015-2020 regarding sharks and rays; – Include activities on sharks and rays in a new CMS-CITES Joint Work Programme with the CITES Secretariat in consultation with Signatories; – Organize regular meetings (and teleconferences); – Share best practice; – Coordinate conservation activities; – Share knowledge and expertise. 	SEC TOR	tbd	2019-2021	AC SEC	Budget + Fundraising	Carried over from POW 16-18 (activity 14 and 15); and updated
13.	Implement the process and activities to engage with Regional Fisheries Management Organizations as agreed under agenda item 11.	CP 13.1 CP 14.3 SEC TOR	tbd	tbd	tbd	tbd	New activity: to be further developed during MOS3 (agenda item 11)
14.	Establish partnerships and strengthen collaboration with other relevant international organizations and agreements dealing with shark conservation and management	CP 13.1 CP 14.3 SEC TOR	core	2019-2021	SEC	Budget	Carried over from POW16-18 (activity 16)
15.	Encourage all Range States to join CMS and become Signatories to the MOU, and to comply with the decisions and recommendations.	CP 16.2	high	2019-2021	SIG SEC CooP	Budget	Carried over from POW16-18 (activity 10), moved from Fisheries management section
16.	IUCN <ul style="list-style-type: none"> – Liaise with the IUCN Shark SSG to coordinate actions implementing the objectives of the Conservation Plan and species-specific conservation measures; – Participate in assessment workshops to provide recommendations and organize side events. 	CP 13.1	high	2019-2021	AC CWG SEC	Budget	Carried over from POW16-18 (activity 18)

9 CITES – Convention on International Trade in Endangered Species of Wild Fauna and Flora

10 FAO – Food and Agriculture Organization of the United Nations

No.	Activities	Mandate ¹	Priority ranking ²	Time frame ³	Responsible entity ⁴	Funding	Comments
Management of the Secretariat							
17.	Manage and implement the budget for the MOU.	SEC TOR	core	2019-2021	SEC	Budget	Carried over from POW16-18 (activity 19)
18.	Prepare annual budget implementation reports for the information of the Signatories and project reports to donors.	SEC TOR	core	yearly	SEC	Budget	Carried over from POW16-18 (activity 20)
19.	Inform and raise awareness about the Sharks MOU in accordance with the "Communication and Awareness raising Strategy of the Sharks MOU.	SEC TOR	core	2019-2021	SEC Consultant	Budget	Carried over from POW16-18 (activity 22, 23, 24, 25)
20.	Prepare publications as required (e.g. domestic legislation, species priorities).	SEC TOR	core	2019-2021	SEC	Budget	Carried over from POW16-18 (activity 26)
21.	Compile information, review data, liaise with stakeholders and provide information to Signatories on the implementation and functioning of the MOU.	SEC TOR	Core	2019-2021	SEC	Budget	Carried over from POW16-18 (activity 28)
22.	Facilitate and encourage regular information exchange and cooperative activities between: <ul style="list-style-type: none"> - the shark research and conservation community; - stakeholders in all Range States; - Focal Points; - Advisory Committee. 	SEC TOR	core	2019-2021	SEC	Budget	Carried over from POW16-18 (activity 29)
23.	Represent the MOU at meetings of other intergovernmental agreements (e.g. CITES, IUCN, FAO), as appropriate to facilitate the achievement of the objectives of the MOU.	SEC TOR	Core	2019-2021	SEC	Budget + Fundraising	Carried over from POW16-18 (activity 30)
24.	Prepare reports of the Secretariat activities for AC and MOS meetings.	SEC TOR	core	2019-2021	SEC	Budget	Carried over from POW16-18 (activity 32)
25.	Recruit and manage the staff and interns of the Secretariat.	SEC TOR	core	2019-2021	SEC	Budget	Carried over from POW16-18 (activity 33)

No.	Activities	Mandate ¹	Priority ranking ²	Time frame ³	Responsible entity ⁴	Funding	Comments
Support for Meetings (MOS, AC and WG)							
26.	<p>Undertake meeting arrangements for the 4th Meeting of the Signatories (MOS4):</p> <ul style="list-style-type: none"> – Identify a venue and liaise with the host government; – Develop the draft agenda in consultation with Signatories; – Coordinate, draft and prepare meeting documents, including posting of documents; – Coordinate and prepare translations into 3 languages (English, French and Spanish); – Support and arrange attendance and travel of sponsored delegates and experts; – Handle contracts with interpreters, report writers and other staff, as required; – Organize and prepare media and press work in collaboration with the Joint Communication Team of CMS; – Prepare and publish a report of the meeting. 	SEC TOR	core	2021	SEC	Budget	Carried over from POW16-18 (activities 34, 38, 39, 40, 41, 42); updated and rearranged to include all tasks related to the activity
27.	<p>Undertake meeting arrangements for the 3rd Meeting of the Advisory Committee (AC3):</p> <ul style="list-style-type: none"> – Identify a venue and liaise with the host government; – Develop the draft agenda in consultation with the AC; – Coordinate, draft and prepare meeting documents, including posting of documents; – Support and arrange attendance and travel of sponsored participants and experts; – Handle contracts with interpreters, report writers and other staff, as required; – Organize and prepare media and press work in collaboration with the Joint Communication Team of CMS; – Prepare and publish a report of the meeting. 	SEC TOR	core	2019	SEC	Budget	Carried over from POW16-18 (activities 35, 38, 39, 40, 41, 42); updated and rearranged to include all tasks related to the activity

No.	Activities	Mandate ¹	Priority ranking ²	Time frame ³	Responsible entity ⁴	Funding	Comments
28.	Undertake meeting arrangements for the 4 th Meeting of the Advisory Committee (AC4): <ul style="list-style-type: none"> – Identify a venue and liaise with the host government; – Develop the draft agenda in consultation with the AC; – Coordinate, draft and prepare meeting documents, including posting of documents; – Support and arrange attendance and travel of sponsored participants and experts; – Handle contracts with interpreters, report writers and other staff, as required; – Organize and prepare media and press work in collaboration with the Joint Communication Team of CMS; – Prepare and publish a report of the meeting. 	SEC TOR	core	2020	SEC	Budget	Carried over from POW16-18 (activities 36, 38, 39, 40, 41, 42); updated and rearranged to include all tasks related to the activity
Support of the Advisory Committee							
29.	Assist the Chair of the AC as required to facilitate the work of the Committee and the preparation of meeting documents.	SEC TOR	core	2019-2021	SEC	Budget	Carried over from POW16-18 (activity 43 and 44)
Implementation of the MOU							
30.	Review the implementation of the Conservation Plan and the Programme of Work and present a report to MOS4. The report should be based on an analysis of National Reports from Signatories, Reports from Cooperating Partners, activities undertaken by the AC and the Secretariat.	SEC TOR	tbd	tbd	SEC	Budget	New activity
31.	Conduct a survey on domestic legislation to address implementation gaps, inform Signatories and monitor the implementation of the Conservation Plan.	CP 7.1 SEC TOR	core	2019-2021	SEC	Budget	Carried over from POW16-18 (activity 48)
32.	Liaise with non-Signatory Range States to provide them with the necessary information to join the MOU and facilitate accession.	SEC TOR	core	2019-2021	SEC CooP	Budget	Carried over from POW16-18 (activity 49)
Fundraising / Mobilization of resources							

No.	Activities	Mandate ¹	Priority ranking ²	Time frame ³	Responsible entity ⁴	Funding	Comments
33.	<p>Identify existing and new opportunities for financial resources to support the long-term implementation of the Conservation Plan and the POW. Expand and enhance fundraising activities:</p> <ul style="list-style-type: none"> – Raise funds and voluntary annual contributions from Signatories; – Raise funds for joint projects with partners and potential partners; – Explore possibilities of alternative funds (e.g. private sector); – Support funding applications and opportunities for Signatories and Cooperating Partners. – 	SEC TOR	core	2019-2021	SIG SEC CooP	Budget	Carried over from POW16-18 (activity 58)

**STATUS OF IMPLEMENTATION OF THE
PROGRAMME OF WORK (2016-2018)
TO SUPPORT THE IMPLEMENTATION OF THE MEMORANDUM OF UNDERSTANDING ON THE CONSERVATION OF MIGRATORY
SHARKS**

No.	Activities	Mandate ¹¹	Priority ranking ¹²	Time frame ¹³	Responsible entity ¹⁴	Funding
Species Conservation						
1.	Establish and convene a Conservation Working Group (CWG) under the Advisory Committee in accordance with the Terms of Reference as defined in CMS/Sharks/Outcome 2.8.	AC	high	2016-2018	AC SEC CWG CooP Consultant	Budget + Fundraising
	Status: Completed (suggested to be removed) The AC has selected experts from the list of experts which was agreed at MOS2 and based on their expertise to participate in the 1 st Workshop of the Conservation Working Group (CWG1) and to support the AC with the implementation of their Terms of Reference. The AC also invited selected experts from the CWG to participate at AC2. Please refer to CMS/Sharks/MOS3/Doc.7.1 and 7.3 for more details.					
2.	Convene a CWG workshop.	CP 1.1 CP 1.7	high	2017	AC CWG SEC Consultant	Budget + Fundraising
	Status: Completed (suggested to be removed) The 1 st Workshop of the Conservation Working Group (CWG1) took place in October/November 2016, in Bristol, UK. The Secretariat suggests inviting selected members of the CWG to participate at meetings of the AC and to collaborate with the AC intersessionally, rather than holding separate Workshops of the CWG. This more cost-efficient approach would also help strengthening cooperation between the AC and experts from the CWG. Please refer to CMS/Sharks/MOS3/Doc.7.1 and 7.3 and CMS/SharksMOS3/Inf.7 for more details.					
3.	Provide recommendations to the AC and produce reports on activities to AC meetings	AC1	high	As required	CWG	Budget
	Status: Completed (suggested to be removed) The results of CWG1 were reported to the AC and recommendations were made in accordance with the Terms of Reference of the CWG. The Secretariat suggest removing this activity, because it becomes redundant if the CWG works directly with the AC intersessionally and at meetings of the AC. Please refer to CMS/SharksMOS3/Doc.7.1 and 7.3 and CMS/SharksMOS3/Inf.7 for more details.					

11 Conservation Plan (CP) and the Terms of Reference of the Advisory Committee and the Secretariat (SEC ToR)

12 Core Secretariat activities and suggested priorities (High, Medium)

13 Year(s) during which activity should be implemented

14 Signatories (SIG), Advisory Committee (AC), Secretariat (SEC), Conservation Working Group (CWS), Consultants, Cooperating Partners (CooP)

No.	Activities	Mandate ¹¹	Priority ranking ¹²	Time frame ¹³	Responsible entity ¹⁴	Funding
4.	Facilitate communication and support Signatories in the identification of regional and local research projects: <ul style="list-style-type: none"> – Consult regularly with Focal Points, – Based on the outcomes of the Species-specific Action Plans (<i>Activity 1</i>), communicate to focal points relevant activities to be implemented in their region; – Seek funding opportunities (refer to activity 58). 	CP 1.2 SEC TOR	core	2016-2018	SEC	Budget
	<p>Status: Partially implemented (suggested to be carried over)</p> <p>The Secretariat informs regularly about funding opportunities and supports Cooperating Partners with raising funds for relevant projects. Species-specific Action Plans were not available but recommended Species-specific Conservation Measures will be discussed at this meeting (agenda item 10). The Secretariat suggests prioritizing this activity for the next triennium with reference to Species-specific Conservation Measures agreed at this meeting. Please refer to CMS/Sharks/MOS3/Doc.7.1 and 10.1 for more details.</p>					
5.	When instructed by Signatories to do so, identify or develop suitable conservation projects, partners for implementation and manage Funding Agreements.	CP 1.2 CP 1.3 SEC TOR	core	2016-2018	SEC	Fundraising
	Status: No request was made to the Secretariat (suggested to be carried over)					
Bycatch						
6.	Liaise with CMS Bycatch Working Group and participate in CMS bycatch workshops.	SEC TOR	core	2016-2018	AC CWG SEC	Budget
	<p>Status: Implemented (suggested to be carried over)</p> <p>The Secretariat liaised regularly with the CMS appointed councillor for bycatch and members of the Working Group. The CMS Secretariat is junior partner in a bycatch-related project led by BirdLife International, focussing on seabirds and marine turtles, which also includes to review bycatch related national and regional legislation in West Africa. Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.</p>					
Fisheries Management and data collection						
7.	Expand and encourage fisheries-independent research (e.g. historic data on commercially exploited species) to provide additional data for use in the fishery stock assessments and to inform relevant RFMOs.	CP 2.6 CP 3.2	medium	2016-2018	SIG	Fundraising
	<p>Status: To be updated based on information provided in National Reports (suggested to be carried over)</p> <p>The Secretariat has submitted a funding request aiming at supporting the IOTC WPEB¹⁵ with the implement of activity 2.1.3 in its Work Programme on “Historical data mining for the key species, including the collection of information about catch, effort and spatial distribution of those species and fleets catching them.” Please refer to CMS/Sharks/MOS3/Doc.7.1. for more details.</p>					

¹⁵ Indian Ocean Tuna Commission (IOTC) Working Party on Ecosystems and Bycatch (WPEB)

No.	Activities	Mandate ¹¹	Priority ranking ¹²	Time frame ¹³	Responsible entity ¹⁴	Funding
8.	Promote research focussing on the identification of species-selective fishing gear and bycatch mitigation measures.	CP 4.5	medium	2016-2018	SIG	Fundraising
Status: To be updated based on information provided in National Reports (suggested to be carried over)						
9.	Fund and support national and international training courses in: <ul style="list-style-type: none"> - data collection; - shark identification; - handling and safe release protocols. 	CP 1.2	high	2016-2018	SIG SEC	Fundraising
Status: To be updated based on information provided in National Reports (suggested to be discussed under agenda item 13) The Secretariat had no funds to implement this activity. The Secretariat suggests discussing all capacity-building related activities, that should be included in the POW 2019-2021 under agenda item 13.						
10.	Encourage all Range States to join CMS and become Signatories to the MOU, and to comply with the decisions and recommendations.	CP 16.2	high	2016-2018	SIG SEC CooP	Budget
Status: Implemented (suggested to carried over) - to be updated based on information provided in National Reports Outreach activities were undertaken by the Secretariat and Cooperating Partners at relevant meetings of CMS, CITES, CBD and at regional workshops. Information was presented on the objectives of the MOU. Please refer to CMS/Sharks/MOS3/Doc.7.1. and CMS/Sharks/MOS3/Inf.16 (Reports of Cooperating Partners) for more details.						
11.	Liaise with CITES, IUCN, TRAFFIC, FAO and other relevant UN bodies to facilitate the implementation of CMS Appendix II and CITES Appendix II listings and raise awareness through regional capacity-building workshops on sustainable harvest and trade, particularly in relation to: <ul style="list-style-type: none"> - NDF; - Traceability; - Species identification. 	CP 7.2 CP 14.3	medium	2016-2018	SEC	Fundraising
Status: Partially implemented (suggested to be modified) The Secretariat liaised with CITES, IUCN, TRAFFIC and FAO, but had no funds to support regional workshops and suggests modifying this activity. "Liaising with CITES, IUCN, TRAFFIC, FAO and other relevant UN bodies to facilitate the implementation of CMS Appendix II and CITES Appendix II listings" may be a stand-alone activity, whilst "raising awareness through regional capacity-building workshops on sustainable harvest and trade" may be discussed under agenda item 13 on Capacity-building.						
12.	Improve monitoring and implementation in marine protected areas (MPAs), improve enforcement,	CP 14.5	medium	2016-2018	SIG	Fundraising
Status: To be updated based on information provided in National Reports (suggested to be carried over)						

No.	Activities	Mandate ¹¹	Priority ranking ¹²	Time frame ¹³	Responsible entity ¹⁴	Funding
Cooperation and Partnerships						
13.	Cooperate with the CMS Family on matters related to shark conservation: <ul style="list-style-type: none"> – Contribute to the implementation of CMS Res.11.20, Resolutions on bycatch (CMS wide bycatch workshop); – Contribute to the preparation of CMS COP12 and other relevant meetings of CMS (ScC, StC). 	SEC ToR	core	2016-2018	SEC	Budget
	Status: Completed (suggested to be updated and carried over) The Secretariat has contributed to the preparation of CMS COP12 and other relevant meetings. All bycatch-related CMS resolutions were updated and consolidated in CMS Res. 12.22 on “Bycatch”. Please refer to CMS/SharksMOS3/Doc.7.1 for more details.					
14.	Contribute to the implementation of the CMS-CITES Joint Work Programme 2015-2020 regarding sharks and rays: <ul style="list-style-type: none"> – Activity B17: Optimize the effectiveness of actions taken by Parties to both CMS and CITES concerning sharks and rays, strengthening synergies with FAO, RSCAPs¹⁶, RFBs¹⁷ and other relevant bodies; – Activity B18: Cooperate on capacity-building regarding the implementation of regulations of both Conventions related to sharks and rays. 	CP 14.3 SEC TOR	core	2016-2018	SEC	Budget + Fundraising
	Status: Partially implemented (suggested to be carried over) The CMS and CITES Secretariats kept each other updated about meetings and initiatives related to sharks and rays and participated in each other’s meetings. Cooperation on capacity-building has not taken place due to a lack of funding. CMS has promoted the objectives of the Sharks MOU at various CITES meetings (COP17, AC 29 and AC 30, joint CITES/CBD pre-COP 2016) and participated in the Intersessional Working Group of CITES on the conservation of Sharks and Rays. Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.					
15.	Strengthen synergies and collaborate in conjunction with CITES and FAO to support regional programmes as well as collaboration between Range States: <ul style="list-style-type: none"> – Organize regular meetings (and teleconference calls); – Share best practice; – Coordinate conservation activities; – Share knowledge and expertise. 	CP 13.1 CP 14.3 SEC TOR	core	2016-2018	AC SEC	Budget
	Status: Partially implemented (suggested to be merged with activity 14) The Secretariat has invited FAO to relevant meetings and consulted on proposals for the inclusion of species in CMS Appendices in 2017. See comments under activity 14 above.					

16 RSCAPs – Regional Seas Conventions and Action Plans
 17 RFB – Regional Fisheries Body

No.	Activities	Mandate ¹¹	Priority ranking ¹²	Time frame ¹³	Responsible entity ¹⁴	Funding
16.	Establish partnerships and strengthen collaboration with relevant international organizations and agreements dealing with shark conservation and management.	CP 13.1 CP 14.3 SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be carried over) The Secretariat has reached out to IGOs (Cartagena Convention, Nairobi Convention) and NGOs and encouraged organizations to become Cooperating Partners of the MOU and to support the implementation of the Conservation Plan. Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.					
17.	Promote conservation efforts and cooperation between all stakeholders in Range States.	CP 13.1 SEC TOR	core	2016-2018	SEC	Budget
	Status: Not implemented (suggested to be removed) As the Secretariat has no authority within countries, this activity should be under the responsibility of the Signatories. The Secretariat suggests removing this activity because the activity it is rather self-evident.					
18.	IUCN Red List Assessments: <ul style="list-style-type: none"> – Liaise with the IUCN Shark SSG to coordinate actions implementing the objectives of the Conservation Plan and the species-specific action plans; – Participate in assessment workshops to provide recommendations and organize side events. 	CP 13.1	high	2016-2018	AC CWG SEC	Budget
	Status: Implemented (suggested to be carried over) The Secretariat has supported the regional IUCN Red List Assessment for Sharks and Rays of the Arabian Seas and Adjacent Waters. The workshop was coordinated by an AC member. Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.					
Management of the Secretariat						
19.	Manage and implement the budget for the MOU.	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be carried over) Please refer to CMS/Sharks/MOS3/Doc.17.1 for more details					
20.	Prepare annual budget implementation reports for the information of the Signatories and project reports to donors.	SEC TOR	core	yearly	SEC	Budget
	Status: Partially implemented (suggested to be carried over) The Secretariat failed to deliver the budget report for 2016, due to technical difficulties that occurred when the budget lines were set up in the new UMOJA system in early 2016, which took a long time to rectify. The report for 2017, which was due after the second quarter of 2018 has been included in the overall report to this meeting. The Secretariat aims to deliver such reports for each calendar year during the second quarter of the following year. Reports on the implementation of donor agreements have been submitted to donors.					

No.	Activities	Mandate ¹¹	Priority ranking ¹²	Time frame ¹³	Responsible entity ¹⁴	Funding
21.	Undertake Fundraising activities.	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be removed) The Secretariat has raised voluntary contributions from Signatories to the Sharks MOU budget. Funds were also raised from a Cooperating Partner, which supported CWG1 financially. In addition, the Secretariat has supported project proposals of relevant organizations which were relevant for the implementation of the Sharks MOU with support letters. It seems that this activity is fully covered by activity 58 and should therefore be removed. Please refer to CMS/Sharks/MOS3/Doc.7.1 and 17.2 for more details.					
22.	Maintain and update the Sharks MOU website as needed.	SEC TOR	core	2016-2018	SEC Consultant	Budget
	Status: Implemented (suggested to be carried over and merged with related activities) Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.					
23.	Publish articles and press releases relevant to shark conservation and management supported by the CMS Joint Communications Team.	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be carried over) Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.					
24.	Produce fact sheets about relevant shark conservation topics and species: <ul style="list-style-type: none"> - Bycatch; - Overfishing; - Species Action Plans. 	SEC TOR	core	2016-2018	SEC	Budget
	Status: Partially implemented (suggested to be carried over) The Secretariat has supported the CWG and AC with the preparation of species factsheets. Please refer to CMS/Sharks/MOS3/Inf.15 a-k for more details.					
25.	Use Social Media to increase the visibility of the MOU globally supported by the CMS Joint Communications Team.	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be carried over) Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.					
26.	Prepare publications using studies (e.g. domestic legislation, species priorities).	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be carried over) The Secretariat has commissioned a "Gap Analysis of Activities for the Conservation of Species listed in Annex 1 under relevant Fisheries Bodies" and a "Review and Gap Analysis of Shark and Ray Bycatch Mitigation Measures employed by Fisheries Management Bodies" to support the CWG with its work. The studies were used as background documents at CWG1. Please refer to CMS/Sharks/MOS3/Inf.17, Inf.18 and Doc.7.3 for more details.					

No.	Activities	Mandate ¹¹	Priority ranking ¹²	Time frame ¹³	Responsible entity ¹⁴	Funding
27.	<p>Develop a Sharks MOU communication and awareness-raising Strategy which may include:</p> <ul style="list-style-type: none"> - Developing a distinct visual identity for the Sharks MOU; - Developing a distinct website for the Sharks MOU; - Developing a distinct email address; - Outreach to relevant bodies and organizations, in consultation with Signatories; - Outreach, in consultation with Signatories, to Non-Signatory Range-States and in particular those that display significant catches, trade and consumption of sharks. <p>As appropriate, align communication with the Communication Strategy for Migratory Species (in preparation).</p>	SEC TOR	core	2016-2018	SEC	Fundraising
<p>Status: Completed (suggested to be removed) The Secretariat supported the Intersessional Working Group with the development of a draft “Communication and Awareness raising Strategy”, which will be discussed under agenda item 12. Please refer to CMS/SharksMOS3/Doc.12.1 for more details.</p>						
28.	<p>Compile information, review data, liaise with stakeholders and provide information to Signatories on the implementation and functioning of the MOU.</p>	SEC TOR	core	2016-2018	SEC	Budget
<p>Status: Implementation underway (suggested to be carried over) The Secretariat will implement this activity through compiling information provided in national Reports from Signatories to this meeting. The analysis will be published as CMS/Sharks/MOS3/Doc.8.1.</p>						
29.	<p>Facilitate and encourage regular information exchange and cooperative activities between:</p> <ul style="list-style-type: none"> - the shark research and conservation community; - stakeholders in all Range States; - Focal Points; - Advisory Committee. 	SEC TOR	core	2016-2018	SEC	Budget
<p>Status: Implemented (suggested to be carried over) Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.</p>						
30.	<p>Represent the MOU at meetings of other intergovernmental agreements (e.g. CITES, IUCN, FAO), as appropriate to facilitate the achievement of the objectives of the MOU.</p>	SEC TOR	core	2016-2018	SEC	Budget + Fundraising
<p>Status: Implemented (suggested to be carried over) Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.</p>						
31.	<p>Update and maintain the contact database.</p>	SEC TOR	core	2016-2018	SEC	Budget
<p>Status: Implemented (suggested to be removed) The Secretariat suggests removing this task from the POW as it is self-evident.</p>						

No.	Activities	Mandate ¹¹	Priority ranking ¹²	Time frame ¹³	Responsible entity ¹⁴	Funding
32.	Prepare reports of the Secretariat activities for AC and MOS meetings.	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be carried over) The Secretariat reported orally to AC2 on relevant developments within CMS in relation to sharks and prepared a written report to MOS3. Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.					
33.	Recruit and manage the staff and interns of the Secretariat.	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be carried over) The part time G5 recruitment is ongoing and several interns and consultants have been hired and supervised throughout the triennium. Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.					
Support for Meetings (MOS, AC and WG)						
34.	Undertake meeting arrangements for the 3 rd Meeting of the Signatories (MOS3), including the identification of a venue, liaison with host government and organization of contracts.	SEC TOR	core	End 2018	SEC	Budget
	Status: Completed (suggested to be updated and carried over)					
35.	Undertake meeting arrangements for the 2 nd Meeting of the Advisory Committee (AC2), including the identification of a venue and organization of contracts.	SEC TOR	core	Mid 2017	SEC	Budget
	Status: Completed (suggested to be updated and carried over) The Secretariat has organized AC2 in cooperation with the government of the Netherlands and the local government authorities in Bonaire. The five-day meeting was held from 20 to 24 November 2017 in Bonaire, Netherlands. Please refer to CMS/Sharks/MOS3/Doc.7.1, Doc.7.3 and Inf.6 for more details.					
36.	Undertake meeting arrangements for the 3 rd Meeting of the Advisory Committee (AC3), including the identification of a venue and organization of contracts.	SEC TOR	core	Mid 2018	SEC	Budget
	Status: Completed (suggested to be updated and carried over) AC2 decided that it would not meet face to face again before MOS3, and that it would pursue its work until MOS3 online via email exchange and online meetings. The review of MOS3 documents, listing proposals submitted by Signatories as well as the finalization of species factsheets was undertaken via online communication since AC2. An online meeting is provisionally planned for October 2018 and will be held if the AC's advice is required on documents submitted by Signatories. The Secretariat suggests that the AC meets twice during the next triennium, in 2019 and 2020, and that it also continues working intersessionally. Please refer to CMS/Sharks/MOS3/Doc.7.1 and 7.3 for more details.					
37.	Undertake meeting arrangements for the Working Group Meetings, including the identification of a venue and organization of contracts.	SEC TOR	core	2016 and 2017	SEC	Budget + Fundraising
	Status: Implemented (suggested to be removed and to invite IWG members to AC meetings instead) See comments under activity 2.					

No.	Activities	Mandate ¹¹	Priority ranking ¹²	Time frame ¹³	Responsible entity ¹⁴	Funding
38.	Coordinate, draft and prepare meeting documents, including posting of documents.	SEC TOR	core	2016-2018	SEC Consultant	Budget
	Status: Implemented (suggested to be updated and carried over) The Secretariat has prepared meeting documents for AC 2 and MOS3.					
39.	Coordinate and prepare translations into 3 languages (English, French and Spanish).	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be rearranged under MOS4 organization and carried over) The Secretariat has prepared translations for MOS3, which is in three languages. In order to save financial resources, most communication with Signatories was machine translated into French and Spanish. Signatories are invited to inform the Secretariat if the quality of such translations is acceptable.					
40.	Support and arrange attendance and travel of sponsored delegates and experts.	SEC TOR	core	2016-2018	SEC	Budget + Fundraising
	Status: Implemented (suggested to be rearranged under MOS4/AC3/AC4 organization and carried over)					
41.	Organize and prepare media and press work in collaboration with the Joint Communication Team of CMS.	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be updated and carried over) Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.					
42.	Prepare meeting reports and distribute to Signatories.	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be rearranged under MOS4/AC3/AC4 organization and carried over) Meeting reports for MOS2, CWG1, AC2 were produced and published on the CMS website. Please refer to CMS/Sharks/MOS3/Inf.5-7 for more details.					
Support of the Advisory Committee						
43.	Assist the Chair of the Advisory Committee as required to facilitate the work of the Committee.	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be carried over) Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.					
44.	Assist the Advisory Committee with the preparation of meeting documents.	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be carried over and merged with activity 43) Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.					

No.	Activities	Mandate ¹¹	Priority ranking ¹²	Time frame ¹³	Responsible entity ¹⁴	Funding
45.	Assist the convenor and chair of the Conservation Working Group, as required to facilitate the work.	SEC TOR	core	2016-2018	SEC Consultants	Budget
	Status: Implemented (suggested to be removed) See comments under activity 2					
46.	Develop and maintain the list of experts relevant to the Sharks MOU.	CP 2.5	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be merged with activity 43)					
Implementation of the MOU						
47.	Promote and coordinate activities of the Programme of Work and Conservation Plan.	SEC TOR	core	2016-2018	SEC	Budget
	Status: Implemented (suggested to be removed) The Secretariat understands this activity as the overall objective of its work rather than an activity as such. Therefore, the Secretariat suggests removing this activity from the POW.					
48.	Conduct a survey on domestic legislation to address implementation gaps, inform Signatories and monitor the implementation of the Conservation Plan.	CP 7.1 SEC TOR	core	2016-2018	SEC	Budget
	Status: Not implemented (suggested to be carried over) The Secretariat suggests undertaking this activity in conjunction with the CMS Legislation Programme, which was agreed at CMS COP12 in Resolution 12.09 "Establishment of a Review Mechanism and a National Legislation Programme". Sea Shepherd Legal currently assists CMS Parties with the implementation of the CMS Concerted Action for the Whale Shark (CMS/Sharks/MOS3/Inf.8) by reviewing domestic legislation that is relevant for selected CMS Parties.					
49.	Liaise with non-Signatory Range States to provide them with the necessary information to join the MOU and facilitate accession.	SEC TOR	core	2016-2018	SEC CooP	Budget
	Status: Implemented (suggested to be carried over) The Secretariat has actively reached out to non-Signatory Range States, including at workshops and meetings of CMS and other organizations. The number of Signatories has increased to 48. Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details.					
50.	Undertake outreach activities on the following priority regions: South-East Asia, South America & the Caribbean and West Africa.	SEC TOR	core	2016-2018	SEC CooP	Fundraising
	Status: Implemented (suggested to be removed) The Secretariat has undertaken outreach activities in all regions of the Sharks MOU (see comments under activity 49). This activity seems to be fully covered by activity 49 and is hence considered redundant.					

No.	Activities	Mandate ¹¹	Priority ranking ¹²	Time frame ¹³	Responsible entity ¹⁴	Funding
51.	<p>Use other CMS meetings and workshops to promote the accession to the MOU.</p> <p>Status: Implemented (suggested to be removed) The Secretariat has taken advantage of other CMS meetings to promote the accession to the MOU (see comments under activity 49). This activity seems to be fully covered by activity 49 and is hence considered redundant.</p>	SEC TOR	core	2016-2018	SEC CMS	Budget
Capacity-Building						
52.	<p>Identify and review gaps in capacity and training needs of Signatories and compile or develop tailored training materials.</p> <p>Status: Partially implemented (suggested to be discussed under agenda item 13) The Secretariat has undertaken a survey on Capacity-building needs of Signatories. Results are provided in CMS/Sharks/MOS3/Inf.13. The Secretariat had no funds to compile or develop tailored training materials. The Secretariat suggests discussing all capacity-building related activities, that should be included in the POW 2019-2021 under agenda item 13.</p>	CP 1.1 SEC TOR	high	2016-2018	AC SEC CooP	Fundraising
53.	<p>Assist Signatories with the implementation of the Conservation Plan.</p> <p>Status: No request was submitted to the Secretariat (suggested to be discussed under agenda item 13) The Secretariat suggests discussing all capacity-building related activities, that should be included in the POW 2019-2021 under agenda item 13.</p>	CP 6.2 SEC TOR	high	As requested by Signatories	AC SEC CooP	Fundraising
54.	<p>Contribute to joint capacity-building workshops with CMS and cooperating partners in Africa, Asia, Oceania and South & Central America & the Caribbean, as requested by the regions.</p> <p>Status: Implemented (suggested to be discussed under agenda item 13) The Secretariat has contributed to a number capacity-building workshops. Please refer to CMS/Sharks/MOS3/Doc.7.1 for more details. The Secretariat suggests discussing all capacity-building related activities, that should be included in the POW 2019-2021 under agenda item 13.</p>	SEC TOR	core	2016-2018	SIG AC SEC CooP	Fundraising
55.	<p>Develop a communication and awareness raising strategy for CMS Sharks MOU -listed species.</p> <p>Status: Completed (suggested to be removed) This activity seems to be fully covered by activity 27 on the development of a Communication and Awareness-raising Strategy for the Sharks MOU. Please refer to the comments under activity 27.</p>	CP 1.6 CP 5.2 CP 6.3	high	2016-2018	SIG SEC CooP	Budget

No.	Activities	Mandate ¹¹	Priority ranking ¹²	Time frame ¹³	Responsible entity ¹⁴	Funding
56.	Develop a Massive Open Online Course (MOOC) on the Conservation and Management of Sharks and their habitats. Cooperate with relevant scientific bodies (universities, scientists, international institutions).	CP 12	medium	2017	SEC CooP	Fundraising
	Status: Not implemented (suggested to be removed) The Secretariat had no funds to implement this activity. In general, bearing in mind the limited financial and time capacities of the Secretariat, it is suggested to remove this activity.					
57.	Translation of "Sharks of the Arabian Seas"- Identification Guide into other languages of the Indian Ocean Region (e.g. Farsi, Hindi, Urdu) and other identification guides as required.	CP 12 CP 13	medium	2016-2017	SEC	Fundraising
	Status: Not implemented (suggested to be discussed under agenda item 13) The Secretariat had no funds to implement this activity. The Secretariat suggests discussing all capacity-building related activities, that should be included in the POW 2019-2021 under agenda item 13.					
Fundraising / Mobilization of resources						
58.	Identify existing and new opportunities for financial resources to support the long-term implementation of the Conservation Plan and the POW. Expand and enhance fundraising activities: <ul style="list-style-type: none"> - Raise funds and voluntary annual contributions from Signatories; - Raise funds for joint projects with partners and potential partners; - Explore possibilities of alternative funds (e.g. private sector); - Support funding applications and opportunities for Signatories; - with letters of endorsement / support. 	SEC TOR	core	2016-2018	SIG SEC	Budget
	Status: Implemented (suggested to be carried over) Please refer to the comments under activity 21.					