

FIFTH MEETING OF THE TECHNICAL ADVISORY GROUP TO THE RAPTORS MOU

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TERMS OF REFERENCE OF THE TAG

(Prepared by the Coordinating Unit of the Raptors MOU)

Purpose and tasks of the TAG

1. The purpose of the Technical Advisory Group to the Raptors MOU (TAG) is to serve and assist Signatories in the effective implementation of the Raptors MOU and its Action Plan.
2. The tasks of the TAG are the following:
 - i) Upon request, provide expert advice and information to Signatories and the Coordinating Unit of the Raptors MOU (CU) on the implementation of the Raptors MOU, and make recommendations, as appropriate;
 - ii) Analyze technical proposals to amend the Raptors MOU Text and make recommendations, as appropriate;
 - iii) Analyze scientific advice and assessments that are relevant to the content of the three Annexes to the Raptors MOU, and make recommendations, as appropriate; and
 - iv) Carry out any other tasks referred to it by the Meeting of Signatories (MOS).
3. The work of the TAG shall be guided by a workplan to be developed by the Group and proposed for adoption at each session of the MOS.
4. The CU shall receive and transmit to the TAG all relevant requests for advice from Signatories.

Size and composition of the TAG

5. Members of the TAG shall serve in their personal capacity as qualified specialists, and not as representatives of governments or organizations with which they may be affiliated with.
6. In appointing persons to the TAG, the MOS should strive to achieve a balance amongst the areas of expertise required from the TAG, and should consider the need for representation of those geographical regions with fewer Signatories.
7. The membership of the TAG shall include:
 - i) **Ten** regional representatives nominated by Signatories or Cooperating Partners from the four main geographical regions covered by the Raptors MOU, namely:
 - a. Africa (excluding North Africa)ⁱ – **three** representatives;
 - b. Asiaⁱⁱ – **two** representatives;
 - c. Europeⁱⁱⁱ – **three** representatives; and
 - d. Middle East and North Africa^{iv} – **two** representatives;

- ii) Up to **five** experts nominated by Signatories or Cooperating Partners; and
 - iii) **One** expert nominated by BirdLife International, the IUCN nominated authority on birds.
8. To promote synergies and cooperation, the African-Eurasian Waterbirds Technical Committee, the CMS Landbirds Action Plan, and Cooperating Partners to the Raptors MOU may attend the meetings of the TAG as observers.
9. The Chair may additionally invite a small number of other experts with expertise not represented in the TAG to attend meetings and provide advice relevant to any request of the MOS.
10. At the discretion of the Chair, representatives of Signatories may also attend meetings of the TAG as observers.

Characteristics of candidate TAG members

11. Candidates for appointment as members of the TAG should meet the following criteria:
- i) Demonstrated capacity for networking with other experts in raptor and/or raptor habitat research, conservation and/or management at local, national and international levels, and demonstrated engagement in such expert networks;

and/or

Widely recognized experience and expertise in one or more aspects of raptor and/or raptor habitat research, conservation and/or management, particularly those aspects relevant to the tasks identified by the MOS for the forthcoming work of the TAG; **and**

- ii) Experience working with raptor experts at local, national and international levels; **and**
- iii) Full access to Internet, as well as e-mail and other web-based communication systems, through which the intersessional work of the TAG will take place; **and**
- iv) Commitment to undertake the work required of the TAG with the support, where relevant, of the member's organization or institution.

Nomination and appointment of TAG members

12. The following procedure shall apply for nominating and appointing TAG members:
- i) Each Signatory and Cooperating Partner may nominate one or more candidates, regardless of their nationality and country of work-base, to take the position of either regional representative of any of the four geographical regions or the position of expert (see paragraph 7 above);
 - ii) Nominations shall be provided in writing to the CU at least 180 days prior to each session of the MOS, and should include detailed information on the professional background and expertise of the candidate (e.g. Curriculum Vitae); and
 - iii) The regional representatives and experts will be appointed by the MOS at the recommendation of a selection panel which shall comprise the Chair and Vice-chair of the TAG, the CU's Programme Management Officer and Associate Programme Management

Officer, and the Executive Coordinator of the CMS Office – Abu Dhabi. The selection panel will be chaired by the Chair of the TAG.

13. Members of the TAG shall serve for a period of two Meetings of Signatories and, in exceptional cases where the MOS so decides, may be nominated for a third term, at maximum.
14. The CU shall inform Signatories and Cooperating Partners of any vacancies arising from the expiry of a term or other reason, such as voluntary resignation.
15. Should a vacancy arise as per paragraph 14 above, the Chair of the TAG may propose a replacement. Such proposal shall be communicated to Signatories by the CU and shall be accompanied by the same information on professional background and expertise of the candidate as would be required for a regular nomination. In the absence of any objections from Signatories within 30 days of the communication of the CU, the interim appointment will be considered as accepted, and will become effective immediately. If an objection is raised by a Signatory within those 30 days, the procedure may be repeated, as appropriate, until an acceptable candidate is identified. The term of appointment of the candidate shall expire at the end of the following MOS, unless the person is re-appointed subsequent to paragraph 13 above.

Chair and Vice-Chair of the TAG

16. Following each MOS, TAG members shall elect a Chair and Vice-Chair from among the Group's regional representatives. They shall serve for one term (i.e. the period of two Meetings of Signatories) and may be re-elected for a maximum of a second, non-sequential term.
17. The Chair and Vice-Chair shall be the principal point of contact between the TAG and the CU.
18. The Vice-Chair shall assist the Chair in the execution of its functions and shall preside over meetings in the absence of the Chair.

Meetings of the TAG

19. The TAG shall, in consultation with the CU, convene as often as necessary to ensure that it fulfils its tasks. The TAG shall seek to convene virtually whenever possible to minimize financial expenditure. Where physical convening is deemed necessary, and where financial resources so allow, meetings shall be hosted by a Signatory to the Raptors MOU.
20. The CU shall notify all members of the TAG of the date and venue of the Group's meetings at least 60 days prior to the meeting taking place.
21. The CU shall make available to the members of the TAG the meeting documents to be discussed at each of the Group's meetings at least 30 days prior to the meeting taking place. At the discretion of the Chair, and in exceptional circumstances, meeting documents may be accepted after that period, but not later than two weeks before the meeting.
22. Members of the TAG wishing to propose items or table documents for discussion at meetings should, at least 45 days prior to the meeting taking place, inform the Chair, who shall decide how such matters may be reflected in the agenda.
23. Recommendations of the TAG shall be adopted by consensus, unless a vote is requested by the Chair or by a minimum of three members of the TAG.

24. Following each meeting of the TAG, the CU shall circulate to members of the TAG and Signatories a summary record of the meeting and make it available on the website of the Raptors MOU.

Contribution to Meetings of Signatories to the Raptors MOU

25. The TAG shall report to the MOS on the activities undertaken to deliver its workplan. The reporting shall be in written format and submitted to the CU at least 60 days prior to the meeting taking place. The Chair of the TAG shall be responsible for coordinating the production of such report.
26. The Chair of the TAG shall participate in Meetings of Signatories as an observer, and may also participate in any other meetings that the Signatories deem relevant to the work of the Raptors MOU.
27. Members of the TAG other than the Chair may also participate in Meetings of Signatories as observers.

Working language

28. English shall be the working language of the TAG.

ⁱ **Africa (excluding North Africa)** includes the following 48 countries: Angola, Benin, Botswana, Burkina Faso, Burundi, Cameroon, Cabo Verde, Central African Republic, Chad, Comoros, Congo, Côte d'Ivoire, Democratic Republic of the Congo, Equatorial Guinea, Eritrea, Eswatini, Ethiopia, Gabon, Gambia, Ghana, Guinea, Guinea-Bissau, Kenya, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mauritius, Mozambique, Namibia, Niger, Nigeria, Rwanda, São Tomé and Príncipe, Senegal, Seychelles, Sierra Leone, Somalia, South Africa, South Sudan, Sudan, Togo, Uganda, United Republic of Tanzania, Zambia and Zimbabwe.

ⁱⁱ **Asia** includes the following 15 countries: Afghanistan, Bangladesh, Bhutan, India, Kazakhstan, Kyrgyzstan, Mongolia, Nepal, Pakistan, People's Republic of China, Sri Lanka, Tajikistan, Türkiye, Turkmenistan and Uzbekistan.

ⁱⁱⁱ **Europe** includes the following 49 countries and the European Union: Albania, Andorra, Armenia, Austria, Azerbaijan, Belarus, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark (Incl. Faeroe Islands and Greenland), Estonia, Finland (incl. Åland Islands), France (incl. Mayotte and Reunion), Georgia, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Monaco, Montenegro, Netherlands, North Macedonia, Norway (incl. Svalbard and Jan Mayen Islands), Poland, Portugal, Republic of Moldova, Romania, Russian Federation, San Marino, Serbia, Slovakia, Slovenia, Spain (incl. the Canary Islands), Sweden, Switzerland, , Ukraine, United Kingdom (incl. Jersey, Guernsey, Isle of Man, Cyprus sovereign bases and Gibraltar) and Vatican City.

^{iv} **Middle East and North Africa** includes the following 20 countries: Algeria, Bahrain, Djibouti, Egypt, Iran, Iraq, Jordan, Kuwait, Lebanon, Libya, Morocco, Oman, Palestinian Authority Territories, Qatar, Saudi Arabia, Sudan, Syrian Arab Republic, Tunisia, United Arab Emirates and Yemen.