

## Terms of Reference for the Technical Advisory Group (TAG) to the Memorandum of Understanding on the Conservation of Migratory Birds of Prey in Africa and Eurasia (Raptors MoU)

### Purpose and Main Tasks

1. The purpose of the Technical Advisory Group (TAG) is to serve and assist the Signatories in the effective implementation of the Raptors MoU, including the Action Plan.
2. Members of the TAG serve in their capacity as specialist individuals rather than as representatives of Governments or organizations with which they also may be affiliated.
3. The Coordinating Unit (CU) of the Raptors MoU will serve to receive and transmit requests from the Signatories for advice from the TAG.
4. The main tasks of the TAG are to:
  - a) Provide expert advice, information and make recommendations on the implementation of the Raptors MoU, to the Signatories and the CU, as requested;
  - b) Analyse, as necessary, scientific advice and assessments and to make recommendations, particularly concerning the content of Annexes I, II and III, in the Action Plan of the Raptors MoU;
  - c) Provide comments on any proposals to amend the MoU text which have a technical content;
  - d) Prepare a written report of its activities to deliver its work programme for each session of the Meeting of Signatories to be submitted to the CU at least 60 days in advance of the meeting; and,
  - e) Carry out any other tasks referred to it by the Meeting of Signatories (MoS).

### Size and Composition

5. Membership of the TAG shall comprise persons operating in their personal capacity, and qualified as specialists in raptor research, conservation and/or management. In appointing persons to the TAG, the MoS should strive to achieve a balance amongst areas of expertise especially in the context of delivery of advice requested of it, and the need for representation of those geographic regions with few Signatories.
6. Membership shall include:
  - a) Ten persons nominated by Signatories from the four main geo-political regions covered by the Raptors MoU, namely: Africa<sup>1</sup> (excluding North Africa) – three representatives; Asia<sup>2</sup> – two representatives; Europe<sup>3</sup> – three representatives; and, the Middle East and North Africa<sup>4</sup> – two representatives;
  - b) Up to five other experts;
  - c) One person nominated by BirdLife International – the IUCN nominated authority on birds; and,

- d) To promote synergies and co-operation, observers from the African-Eurasian Waterbirds Technical Committee, the CMS Landbirds Action Plan and Co-operating Partners may attend at their own cost.

7. The Chair of the TAG may additionally invite a small number of other experts to attend meetings to provide additional specific expertise not represented within the TAG, where this is relevant to advice requested by the MoS.

#### **Criteria and characteristics of candidate TAG members**

8. Candidates for appointment as members of the TAG should have the following:
- a) Demonstrated capacity for networking with other experts in raptor research, conservation and/or management of species and their habitats at local, national and international scales, and demonstrated engagement in such expert networks; and/or,
  - b) Widely recognized experience and expertise in one or more aspects of raptor research, conservation and/or management of species and their habitats, particularly those relevant to the tasks identified by the MoS for the forthcoming work of the TAG;
  - c) Experience of working with raptor experts at local, national and international levels;
  - d) Full access to electronic mail and web-based information and communication systems, through which the intersessional work of the TAG will take place; and,
  - e) Commitment to undertake the work required of the TAG with the support, where relevant, of the member's organization or institution.

#### **Nomination and Appointment**

9. For the period from MoS1 to MoS2, the following procedure shall apply:
- a) Signatories will submit nominations for members of an Interim TAG to the Coordination Unit by 28 February 2013 including detailed information on the professional background and expertise of the nominee (e.g. Curriculum Vitae);
  - b) A Panel comprising the CU's Programme Officer and Executive Coordinator, the Chair of MoS1 and the Executive Secretary of CMS, will select members with regional and other expertise to serve on the Interim TAG based on an appropriate balance of geographic and other experience, and having regard to the tasks indicated as priorities by MoS1 (Annex);
  - c) Members of the Interim TAG will serve until MoS2 when the procedures set out in paragraph 10 will apply; and,
  - d) Procedures related to the Interim TAG, once established, will otherwise be the same as for the TAG established at MoS2 as outlined by these Terms of Reference.
10. From MoS2, the following procedure shall apply:
- a) Each Signatory may nominate one individual (regardless of their nationality) as a candidate for regional representative to the TAG in accordance with Paragraph 5.
  - b) Nominations for any vacancies should be provided in writing to the CU at least 180 days in advance of the MoS and should include detailed information on the professional background and expertise of the nominee (e.g. Curriculum Vitae).
  - c) The regional representatives and other experts will be appointed by the MoS at the recommendation of a Panel which shall comprise the current Chair and Vice-chair of the TAG, and the CU's Programme Officer and Executive Coordinator. The Panel will be chaired by the TAG Chair.
11. TAG members should serve for a period of two regular Meetings of Signatories and in exceptional cases, where the MoS so decides, may be nominated for a third term.
12. The CU should inform the Signatories and Co-operating Partners of any vacancies arising from the expiry of a term or other reason, such as voluntary resignation.

13. Should a vacancy arise intersessionally, the Chair of the TAG may propose a replacement for consideration by the Signatories. The proposal shall be communicated to the Signatories of the region concerned by the CU and shall be accompanied by the same information on the professional background of the nominee as would be required for a regular nomination. In the absence of any objections from the Signatories of the region concerned, within 30 days of the communication from the CU, the interim appointment will be considered as having been accepted, and will become effective immediately. If an objection is raised by a Signatory, the procedure may be repeated, as appropriate, until an acceptable candidate is identified. The term of appointment of the provisional nominee shall expire at the end of the next MoS, unless re-appointed by the MoS further to paragraph 11.

#### **Officers**

14. The TAG shall select from its regional representatives a Chair and a Vice-Chair, who shall be the principle point of contact between the TAG and the CU.

15. The Chair of the TAG should participate as an observer in Meetings of Signatories, and may also participate, if funding permits, in the meetings of related and associated agreements and organisations that the Signatories deem relevant to the work of the Raptors MoU. The other members of the TAG may participate as observers in the Meetings of Signatories.

16. The Chair of the TAG shall co-ordinate the production of the report of the Group's work to each session of the Meeting of Signatories further to paragraph 4d above.

17. The Vice-Chair shall assist in the execution of the Chair's functions, and shall preside over meetings in the absence of the Chair.

#### **Modus Operandi**

18. In order to conduct its business efficiently and to minimize costs, the TAG should operate through electronic means whenever possible.

19. Where the need arises, and finances permit, face-to-face meetings of the TAG should be convened by the Chair of the Group in consultation with the Coordinating Unit, and where possible hosted by a Signatory to the Raptors MoU. Where necessary and feasible, participation in TAG meetings can also be undertaken by teleconference or web-based conferencing systems.

20. Notice of meetings of the TAG, including the date and venue, shall be sent to all members of the Group by the Coordinating Unit at least 60 days in advance.

21. Recommendations of the TAG shall be adopted by consensus unless a vote is requested by the Chair or by three members.

22. A summary record of each TAG meeting shall be prepared by the CU as soon as possible and shall be communicated to all members, circulated to Signatories and made available on the MoU web-site.

23. The documents for each meeting of the TAG shall be distributed to its members by the CU at least 30 days before the opening of the meeting. At the discretion of the Chair, in exceptional circumstances documents may be accepted after these deadlines, but not later than two weeks before the meeting. Documents will be distributed electronically.

<sup>1</sup> Africa includes the following 48 countries (22 Signatories): **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, **Ethiopia**, Eswatini, Gabon, **Gambia**, **Ghana**, **Guinea**, Guinea-Bissau, **Kenya**, Lesotho, Liberia, **Madagascar**, Malawi, **Mali**, Mauritania, Mauritius, Mozambique, Namibia, **Niger**, Nigeria, Rwanda, Sao Tome and Principe, **Senegal**, Seychelles, Sierra Leone, **Somalia**, **South Africa**, South Sudan, **Sudan**, **Togo**, Uganda, United Republic of Tanzania, Zambia and Zimbabwe.

<sup>2</sup> Asia includes the following 15 countries (4 Signatories): Afghanistan, Bangladesh, Bhutan, **India**, Kazakhstan, Kyrgyzstan, **Mongolia**, **Nepal**, **Pakistan**, People's Republic of China, Sri Lanka, Tajikistan, Turkey, Turkmenistan and Uzbekistan.

<sup>3</sup> Europe includes the following 49 countries and the **European Union** (23 Signatories): 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**, Northern 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.

<sup>4</sup> Middle East and North Africa includes the following 20 countries (13 Signatories): 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**.

\*Note: Terms of Reference adopted at the First Meeting of Signatories to the Raptors MoU in December 2012. Footnote updated to include South Sudan (new Range State as agreed at the Second Meeting of Signatories in October 2015), the new names of North Macedonia and Eswatini; and the new **Signatories** to the Raptors MoU (as per 12 October 2021), highlighted in bold.