RULES OF PROCEDURE FOR THE ADVISORY BOARD ON CAPACITY BUILDING OF THE RAMSAR CONVENTION ON WETLANDS
02-02-2006

Article 1. The Ramsar Convention on Wetlands

1. The Convention on Wetlands, signed in Ramsar, Iran, in 1971, is an intergovernmental treaty, which provides the framework for national action and international cooperation for the conservation and wise use of wetlands and their resources. The Convention's mission is the conservation and wise use of all wetlands through local, regional and national actions and international cooperation, as a contribution towards achieving sustainable development throughout the world (Ramsar COP8, 2002).

2. In order to ensure the conservation and wise use of wetlands, the Ramsar Convention identifies *inter alia*, the need to:
    a. Develop the capacity within, and promote cooperation among, institutions in Contracting Parties to achieve conservation and wise use of wetlands, and
    b. Identify the training needs of institutions and individuals concerned with the conservation and wise use of wetlands, particularly in developing countries and countries in transition, and implement appropriate responses.

3. With capacity building is meant the process by which individuals, organisations, institutions and societies develop abilities (individually and collectively) to perform functions, solve problems and set and achieve objectives (UNDP 1997) in this case related to the conservation and wise use of wetlands. Capacity building is facilitated through the provision of technical support activities, including coaching, training, specific technical assistance and resource networking.

Article 2. The Advisory Board

1. The Ramsar Convention is assisted in the achievement of 1.2a and 1.2b by an Advisory Board on Capacity Building.

2. This Advisory Board is organised and hosted by the Netherlands Government as part of its contribution to the Ramsar Convention.

3. The task of the Advisory Board is to report and to provide advice to the Ramsar Convention, through the Secretary-General, on:
    a. General policy matters that relate to the development of capacity building activities, including training opportunities for wetland professionals.
    b. Co-operation with and between governments, institutions, organizations and agencies that are engaged in these activities.
    c. Identification and development of new initiatives.
    d. Prioritization of activities, given emerging issues and available resources.
    e. Engagement of regional initiatives in a global capacity building programme.
    f. Funding needed for capacity building.

Article 3. <u>Membership of the Advisory Board</u>

1. The members of the Advisory Board are persons that either are appointed on the basis of their personal qualifications or because of the function they hold in the organisations they represent.

2. The members are appointed by the Netherlands Government, in conjunction with the chair of the Standing Committee of the Ramsar Convention upon proposal by the Advisory Board.

3. The Secretary-General of the Ramsar Convention will be chair of the Advisory Board. Rijkswaterstaat RIZA of the Netherlands Ministry of Transport, Public Works and Water Management will hold the secretariat of the Advisory Board.

4. The composition of the Advisory Board should be reflective of governments, institutions, organisations and agencies that have a demonstrated track record in wetland related capacity building activities.

5. Membership of the Advisory Board is for a period of three years. Re-appointment after this period is possible.

6. Membership terminates when:
   a) the term mentioned in point 5 expires;
   b) the member formally resigns;
   c) there are other good reasons, such as a change in position on the basis of which the member is appointed, or absence at board meetings and other board functions for a period of more than one year.

7. When necessary, observers can be invited by the chair.

Article 4. <u>Meetings of the Advisory Board</u>

1. Normally, the board meets two times a year.

2. Proceedings of each Board meeting shall be made as minutes.

4. The Board's report and advice to the Ramsar Convention, through its Standing Committee, shall be prepared after each Board meeting.