

CONVENTION ON WETLANDS (Ramsar, Iran, 1971)  
51<sup>st</sup> Meeting of the Standing Committee  
Gland, Switzerland, 23-27 November 2015

**SC51-07**

## **Secretariat Work Plan for the 2016-2018 triennium**

**Actions requested:**

The Standing Committee is invited to take note of and approve the Secretariat Work Plan for the 2016-2018 triennium.

1. The 12<sup>th</sup> meeting of the Conference of the Parties concluded with 16 Resolutions, containing decisions and specific instructions to the Secretariat.
2. The activities of the Secretariat have been defined for each of the decisions derived from the COP12 Resolutions, and then mapped against the goals and targets of the Ramsar 4<sup>th</sup> Strategic Plan, to develop the Work Plan for the 2016-2108 triennium.
3. This work planning was done in a collaborative workshop involving the participation of all staff members of the Ramsar Convention Secretariat, from 21-24 July 2015.

## Annex 1

### Secretariat Work Plan for the 2016 – 2018 triennium

#### Goal 1

#### Addressing the Drivers of Wetland Loss And Degradation

Target	Activities	Indicator	Team Leader(s)	Deadline
<p><b>Target 1:</b> Wetland benefits are featured in national/local policy strategies and plans relating to key sectors such as water, energy, mining, agriculture, tourism, urban development, infrastructure, industry, forestry, aquaculture, fisheries at the national and local level.</p>	<p>Support Contracting Parties to increase attention in decision-making to the significance of wetlands benefits, in order to diminish threats, influence trends, restore wetlands and communicate good practices by the dissemination of relevant frameworks and guidelines. Develop best practice examples targeted towards specific sectors.</p>	<p>Dissemination of relevant guidance (e.g. TEEB report, Ramsar handbooks) and case studies to CPs and water users. Practical examples of influence and actions to reverse loss and degradation compiled and disseminated. Individual sectors targeted with specific examples and best practices.</p>	<p>SG/DSG/SRAs</p>	<p>by 2018</p>
<p><b>Target 2:</b> Water use respects wetland ecosystem needs for them to fulfil their functions and provide services at the appropriate scale inter alia at the basin level or along a coastal zone.</p>	<p>Dissemination of Ramsar Handbooks, Factsheets, Briefing Notes and other products on water related guidance, river basin management, water allocation and management, managing groundwater as well as other related guidance in IWRM and good practices to CPs and water users to ensure that the wise use provisions of the Convention are applied.</p>	<p>All Parties to have made available the Ramsar guidance on water allocation and management for ecosystems to support decision-making on water resource management, as a contribution to achieving water resources management and water efficiency plans.</p>	<p>SG/Head of Comms/SRAs</p>	<p>by 2018</p>
<p><b>Target 3:</b> The public and private sectors have increased their efforts to apply guidelines and good practices for the wise use of water and wetlands.</p>	<p>Promote the involvement of the public and private sector in the conservation and wise use of wetlands. Prepare and apply a strategy for working with business sector; identify potential partners in the business sector; prepare due diligence studies and make proposals to Standing Committee.</p>	<p>All relevant actors in both the public and private sectors fully recognize in their decision-making the benefits of maintaining wetlands and their ecosystem services.</p>	<p>Head of Partnerships/ Head of Comms/SRAs</p>	<p>by 2018</p>

Target	Activities	Indicator	Team Leader(s)	Deadline
	In line with Resolution X.12, work with Contracting Parties and Ramsar partners to make good use of the <i>Principles for partnerships between the Ramsar Convention and the business sector</i> , including within the frameworks of existing national, regional, and global initiatives and commitments.	Increased private sector engagement in the wise use of wetlands and applying the concepts and approaches for conservation and wise use of wetlands contained in Ramsar guidance (Ramsar Handbooks) and other relevant guidelines in their activities and investments affecting wetlands.	SG/DSG/SRAS/ Head of Comms/ Head of Partnerships	by 2018
		Awareness-raising material made available to the public to enable wetland-friendly consumer choices.	SG/Head of Comms	by 2018
	Continue existing Partnership between Ramsar and Danone and “Biosphere Connections” partnership with Star Alliance.	MOU negotiated with Danone and Annual Danone work plan and budget approved; work plan and budget fully implemented.	SG/Head of Comms	by 2018
		Ramsar experts supported to attend meetings on wetlands with Star Alliance help. Contributions to the Biosphere Connections e-newsletter ensured, including their travel reports and general Ramsar news.	Head of Comms	by 2018
	Develop a global online network of cities which have obtained the Wetland City accreditation of the Ramsar Convention.	Database developed of cities awarded Wetland City accreditation of the Ramsar Convention, subject to resources.	SRA Africa/ SRAs/Head of Comms	by 2018
<b>Target 4:</b> Invasive alien species (IAS) and pathways of introduction and expansion are identified and prioritized, priority invasive alien species are controlled or eradicated, and management responses are prepared and implemented to prevent their introduction and establishment.	Encourage Contracting Parties to develop a national inventory of invasive alien species that currently and/or potentially impact the ecological character of wetlands, especially Ramsar Sites.	Disseminated up-to-date global guidance (e.g. Red List indicator) on invasive species made available to all stakeholders; Good practices in combatting IAS compiled and provided to wetland practitioners.	Head of Comms/DSG/ SRAs	by 2018

## Goal 2

### Effectively Conserving and Managing the Ramsar Site Network

Target	Activities	Indicator	Team Leader(s)	Deadline
<b>Target 5:</b> The ecological character of Ramsar Sites is maintained or restored, through effective planning and integrated management.	Manage and process Ramsar Site designations and updates; Regular communication with Parties to ensure compliance with Resolutions; support for management and restoration sought through external funders.	All RIS duly completed and updated; All information on Ramsar Sites summarized and made available; letters and certificates delivered; Sites' ecological character achieved.	DSG/SRAs	Daily basis
<b>Target 6:</b> There is a significant increase in area, numbers and ecological connectivity in the Ramsar Site network, in particular under-represented types of wetlands including in under-represented ecoregions and Transboundary Sites.	Ensure the maintenance and operation of the Ramsar Sites Information Service (RSIS); the RSIS delivers a range of tools and support to Contracting Parties to aid their identification of gaps and priorities for further Ramsar Site designation.	Effective and efficient services to Parties dealing with Ramsar Sites designation and updates; improved worldwide communication on Ramsar Sites. Better understanding of the conservation status of Ramsar Sites and integration of Ramsar Sites into worldwide networks of Protected Areas.	RSIS Core Team	Daily basis
<b>Target 7:</b> Sites that are at risk of change of ecological character have threats addressed.	Advise Parties on Article 3.2, Montreux Record and Ramsar Advisory Mission (RAM) issues; follow up on regular basis with Parties with all cases of potential risk and work towards resolution of problems.	Reports to SC made by Secretariat; Parties are addressing challenges and reporting to Secretariat; threats to specific wetlands are addressed.	DSG/SRAs	3 months before each SC

### Goal 3

#### Wisely Using All Wetlands

Target	Activities	Indicator	Team Leader(s)	Deadline
<p><b>Target 8:</b> National wetland inventories have been initiated, completed or updated and disseminated and used for promoting the conservation and effective management of all wetlands.</p>	<p>Develop a global wetland information system, through partnerships, to be covered by voluntary contributions, to increase accessibility of data and information on wetlands; build up global knowledge on state and extent of wetlands under SOWWS and other means, in order to support monitoring of SDG and Aichi targets.</p>	<p>An easily accessible Web-based meta-database in place, managed by the Secretariat, populated with information on all national wetland inventories, and linked to national and other international relevant databases. Global wetland distribution and status data and information available through Web-portal mechanisms, derived from satellites and other sources. Link to Resolution XII.11.</p>	<p>SG/Head of Comms/ DSG/ Head of Partnerships</p>	<p>by 2018 and updated by 2024</p>
<p><b>Target 9:</b> The wise use of wetlands is strengthened through integrated resource management at the appropriate scale, <i>inter alia</i>, within a river basin or along a coastal zone.</p>	<p>Support Contracting Parties in promoting wise use, integrated water resources management, and integration of wetlands in other sectoral policies, plans or strategies.</p>	<p>Preparation of toolkit with Ramsar handbooks on water related guidance, river basin management, water allocation and management, groundwater, wise use of wetlands (Resolution IX. 1 Annex A and C, Resolution XI.21), IWRM and good practices (<i>ibidem</i> target 2).</p>	<p>Head of Comms/ DSG/SRAs</p>	<p>by 2018</p>
<p><b>Target 10:</b> The traditional knowledge, innovations and practices of indigenous peoples and local communities relevant for the wise use of wetlands and their customary use of wetland resources are documented, respected, subject to national legislation and relevant international obligations, and fully integrated and reflected in the implementation of the Convention, with a full and effective participation of indigenous peoples and local communities at all relevant levels.</p>	<p>Support Contracting Parties to encourage active and informed participation of indigenous people and local communities in the conservation and wise use of wetlands; commission compilation of knowledge and guidance and share with CPs on engaging indigenous peoples and local communities.</p>	<p>Dissemination of Ramsar guidelines for establishing and strengthening local communities' and indigenous peoples' participation in the management of wetlands as well as relevant case studies.</p>	<p>Head of Comms/SRAs/ STRP/Head of Partnerships</p>	<p>2016/ 2017</p>

Target	Activities	Indicator	Team Leader(s)	Deadline
<b>Target 11:</b> Wetland functions, services and benefits are widely demonstrated, documented and disseminated.	Support Contracting Parties to increase recognition of and attention in decision-making to the significance of wetlands benefits in order to diminish threats, influence trends, restore wetlands and communicate good practices by the dissemination of relevant frameworks and guidelines (ibidem target 1).	Dissemination of relevant guidance (e.g. TEEB report, Ramsar handbooks) and case studies to CPs and water users.	Head of Comms/ DSG/SRAs	by 2018
<b>Target 12:</b> Restoration is in progress in degraded wetlands, with priority to wetlands that are relevant for biodiversity conservation, disaster risk reduction, livelihoods and/or climate change mitigation and adaptation.	Support Contracting Parties to Identify priority wetlands and wetland systems where restoration or rehabilitation would be beneficial and yield long-term environmental, social, or economic benefits, and implement the necessary measures to recover these sites and systems; Support Parties in accessing resources for restoration and, with UNCCD build up global alliance to achieve wetland/dryland restoration.	Case studies and methods disseminated to Contracting Parties and added to Ramsar wetland restoration pages on the web site; logging of actions and progress made globally in restoration of wetlands.	Head of Comms/ DSG/SRAs	by 2016
<b>Target 13:</b> Enhanced sustainability of key sectors such as water, energy, mining, agriculture, tourism, urban development, infrastructure, industry, forestry, aquaculture and fisheries, when they affect wetlands, contributing to biodiversity conservation and human livelihoods.	Dissemination of Ramsar handbooks on water related guidance, river basin management, water allocation and management, managing groundwater as well as other related guidance in IWRM and good practices to CPs and waters users to ensure that the wise use provisions of the Convention are applied (ibidem target 2).	All Parties to have made available the Ramsar guidance on water allocation and management for ecosystems to support decision-making on water resource management, as a contribution to achieving water resources management and water efficiency plans.	Head of Comms/ DSG/SRAs	

## Goal 4

### Enhancing Implementation

Target	Activities	Indicator	Team Leader (s)	Deadline
<b>Target 14:</b> Scientific guidance and technical methodologies at global and regional levels are developed on relevant topics and are available to policy makers and practitioners in an appropriate format and language.	Support STRP as detailed in Annex 1 of Resolution XII.5.	STRP supported in preparation and implementation of its work plan and thematic areas.	DSG/SG/ STRP Chair/ STRP Support Officer/SRAs	
	Organise and hold STRP meeting in 2015 and during the triennium.	STRP18 held in September-October 2015; work plan developed and transmitted to Standing Committee 51 for approval.	DSG/SG/ STRP Chair/ STRP Support Officer/SRAs	Oct 2015
	Subject to the availability of resources, finalize the production of the current version of <i>The State of the World's Wetlands and their Services to People</i> and to explore modalities for its subsequent improvement and updating as a periodic flagship report of the Convention and thereby also contributing to the <i>Global Biodiversity Outlook</i> of the Convention on Biological Diversity and report on progress in this matter to the 13 <sup>th</sup> meeting of the Conference of the Contracting Parties.	The State of the World's Wetlands and their Services to People finalized and widely disseminated.	DSG/STRP Chair/Head of Partnerships	SC54 and COP13
	Mobilize additional resources for implementation of technical guidance and advice, and including for supporting Contracting Parties' implementation of recommendations for conservation and wise use of Ramsar wetlands.	Financial resources made available; STRP work plan implemented.	DSG/STRP Chair/Head of Partnerships	by 2018

Target	Activities	Indicator	Team Leader (s)	Deadline
<p><b>Target 15:</b> Ramsar Regional Initiatives with the active involvement and support of the Parties in each region are reinforced and developed into effective tools to assist in the full implementation of the Convention.</p>	<p>Support existing regional arrangements under the Convention and promote additional arrangements with new regional initiatives (Resolution XII.8).</p>	<p>Manage the core funding support for Regional Initiatives; monitor their implementation in line with Resolutions; approved funds transferred to regional initiatives; advise on process and implementation progress and provide regular report to Standing Committee. Subject to resources, publish and disseminate new brochure to promote added value for Ramsar implementation provided by RIs.</p>	<p>DSG/SRA Europe/SRAs/ Head of Comms</p>	<p>Annual report to SC52 and subsequent SC meetings</p>
<p><b>Target 16:</b> Wetlands conservation and wise use are mainstreamed through communication, capacity development, education, participation and awareness.</p>	<p>CEPA Programme implemented, with input of the CEPA Oversight Panel, CEPA Working Group and Secretariat CEPA implementation plan prepared and disseminated.</p>	<p>Increased capacity of CEPA focal points; increased awareness about wetlands at local, national, regional and global levels. Better integration of wetland issues into national planning and priorities. Improved and increased perception of wetland values at global level.</p>	<p>SG/Head of Comms.</p>	<p>By 2024</p>
	<p>Maintenance and improvement of Ramsar web site.</p>	<p>New web site fully operational in line with needs of users; better public access to wetland-related information.</p>	<p>SG/Head of Comms</p>	<p>Annual report to SC52 and subsequent SC meetings</p>
	<p>Preparation, production, dissemination and follow up of WWD materials for the triennium. 2015 starting on 2016 WWD materials, and preparation for 2017 in 2016.</p>	<p>Final WWD materials produced and provided to users and use and extent measured . All WWD materials made available to all Parties and partners in good time; WWD events take place globally with support as necessary by Secretariat staff.</p>	<p>SG/Head of Comms</p>	<p>2016</p>



Target	Activities	Indicator	Team Leader (s)	Deadline
<b>Target 17:</b> Financial and other resources for effectively implementing the 4th Ramsar Strategic Plan 2016 – 2024 from all sources are made available.	Implement Resolution XII.2 on <i>Financial and Budgetary Matters</i> .	All requests by COP12 on financial matters addressed. Satisfactory reports made to SC on effective financial management, including core budget and voluntary funding.	SG/Finance Officer	Annual report to SC52 and subsequent SC meetings
	The Secretariat's Partnerships team will raise non-core funds to fund priority Convention activities.	Stronger and effective increased voluntary funding.	Head of Partnerships	By 2024
	Explore alternatives and seek funding for Small Grants Fund (SGF).	Countries' access to funding facilitated through a more efficient Small Grants Fund.	Head of Partnerships	by 2024
	Evaluation and follow up process of Wetlands for the Future (WFF) projects and Swiss Grants for Africa (SGA).	On time technical and administrative follow up of funded projects. Successful on the ground implementation of the funded project contributing to the implementation of the Convention in Latin America and the Caribbean and in Africa region.	SRAs for Americas and Africa	daily basis
	Manage the Convention budget in a timely and efficient manner.	Efficient financial management undertaken. All financial reports satisfactory and approved by SC52 and SC53.	SG/Finance Officer	Annual report to SC52 and subsequent SC meetings
<b>Target 18:</b> International cooperation is strengthened at all levels.	Implement Resolution XI.6 on Partnerships and synergies with Multilateral Environmental Agreements and other institutions and work plan on line to Resolutions XII.3 and XII.13.	Implement 5th Joint Work Plan with CBD MOU and report to SC. Take action jointly with CBD, UNCCD, CMS and other MEAs focal points and Ramsar AA, including capacity building. Report on MOU with UNEP.	SG/DSG/SRAs/ Head of Partnerships	Report to SC52 and CS53
	Continue to build up relationship with UNESCO'S Conventions on natural heritage to drive comparable practices, standards and management of globally important sites, and support work on sites where multiple designations exist.	CMS/AEWA and UNESCO-World Heritage joint work plans followed up.	SG/DSG/SRAs/ Head of Partnerships	Report to SC52 and SC53
	Work with CBD and other Biodiversity-related Conventions to ensure that Ramsar voice and	BLG meetings attended. Effective communication of Ramsar's views on key	SG/DSG	Report to SC52 and

Target	Activities	Indicator	Team Leader (s)	Deadline
	representation of joint and separate views provided to Parties and other interested partners at MEA level.	issues; Ramsar's achievements and future actions recognized and supported by all Biodiversity-related Conventions.		CS53
	Align, where possible, the Strategic Plan indicators with the approved Sustainable Development Goals; stay involved with the process and monitoring of indicators of the relevant SDGs and seek alignment of the collection of data for Ramsar and SDGs.	Sustainable Development Goals, as they relate to wetlands, are fully supported by the Convention, which is tasked with monitoring one or more of the SDG indicators to be agreed.	SG/DSG/SRAs/STRP	Report to SC52, SC53 and COP13
	Potential phased integration of Arabic or other UN languages into the work of the Ramsar Convention (Resolution XII.3 para. 26), subject to the availability of resources.	Strategy developed, outlining the potential phased integration of Arabic or other UN languages into the work of the Ramsar Convention (Resolution XII.3 para. 26).	SG/SRA Asia	Report to SC52, SC53 and COP13
	The Secretariat and the Chair of the STRP to continue to engage in IPBES process and explore further ways of collaboration as appropriate.	Joint action taken between Ramsar and IPBES.	DSG/STRP Chair	
<b>Target 19:</b> Capacity building for implementation of the Convention and the 4th Ramsar Strategic Plan 2016 – 2024 is enhanced.	Communicate ongoing Ramsar information to reach stakeholders.	Information and agreed messages provided to various stakeholders through printed materials such as leaflets, and electronic channels such as web site, Forum, Exchange, CEPA lists and social media.	Head of Comms	Report to SC52 and SC53
		Engagement and capacity of stakeholders increased.	Head of Comms	Report to SC52 and SC53
		Prepare and publish the 5th edition of the Ramsar Wise Use Handbooks and the Ramsar Convention Manual, subject to resource availability. Prepare and publish Ramsar Technical Reports, Factsheets, Policy Briefs, Briefing Notes and other guidance materials.	Head of Comms/DSG/SRAs/STRP	Report to SC52 and SC53
	Build up network of wetland practitioners to increase effectiveness of global actors, and use to find most important topics for capacity building and source the necessary tools for capacity	Fully functioning network set up and priority areas for capacity building identified and training modules sourced. Online library of official and non-official government	SG/Head of Comms/ SRAs	by 2018

Target	Activities	Indicator	Team Leader (s)	Deadline
	building for the Strategic Plan and Convention.	translated Ramsar documents to be made publicly accessible, given that Parties provide such documents to the Secretariat.		
	Implementation of Ramsar Strategic Plan 2016-2024, including a mid-term review.	Strategic Plan widely disseminated to stakeholders concerned with its implementation. Modalities and scope for the review of the Ramsar Strategic Plan at COP13 established.	Head of Comms/SG	2018
<b>Other Secretariat activities</b> Other Core Secretariat activities not covered under any of the above targets of the Strategic Plan 2016-2024	Organise and hold Standing Committees 52, 53, 54.	All documents prepared, translated and posted on the web site 3 months in advance. All logistics for sponsored delegates well organized. Outputs of SC52, 53 and 54 disseminated and follow up actions taken.	SG/all staff	3 months before SC meetings
	Organise and hold COP13 in an efficient and timely manner, including regional pre-COP meetings..	MOU with host country UAE prepared and signed at least one year before the COP.	SG/SRA Asia	by the latest 2017
		MOU with host country UAE followed up and implemented.	SG/SRA Asia	Report to each SC
		Successful regional preparatory meetings for COP13 held in all Ramsar Regions.	SRAs/DSG/Head of Partnerships	Oct 2017
		National Reports for COP13 posted online. Synthesis prepared for implementation reports to COP13. Contacts database updated with changes in National Focal Points.	SRAs/IT officer/Documentation Officer/Comms team	3 months before the COP
		All documents prepared, translated and posted on the web site 3 months in advance of the COP. All logistics for sponsored delegates well organized. Proceedings of the COP finalized and posted on the web.	SG/all staff	3 months before the COP
		COP13 held in an efficient and timely manner.	SG/all staff/host country	2018
		Periodic briefings of missions in Geneva on	Missions in Geneva fully aware of the	SG/DSG/SRAs

Target	Activities	Indicator	Team Leader (s)	Deadline
	activities taking place between Standing Committee meetings.	Convention's work and importance of wetlands in their countries.		year
	With the Management Working Group (MWG), keep under review the existing management structures of the Secretariat and Convention and discuss relevant issues as appropriate.	Relevant Decisions of SC and MWG implemented, including actions under Resolution XII.4.	SG/all staff	Report to SC
	Undertake general administration of the Secretariat and Convention.	Secretariat provides timely and effective services to Parties and other stakeholders.	SG/all staff	daily basis