

## **52<sup>nd</sup> Meeting of the Standing Committee**

### **Compilation of meeting documents amended or added after 9 May**

Please note: The documents in this compilation have been amended or added since 9 May, when a similar compilation of documents was shared with Contracting Parties and published on the Ramsar web site ([http://www.ramsar.org/sites/default/files/documents/library/all\\_sc52\\_docs\\_04may2016\\_e.pdf](http://www.ramsar.org/sites/default/files/documents/library/all_sc52_docs_04may2016_e.pdf)).

This compilation includes:

SC52-01 Rev.1	Draft agenda and programme
SC52-01 Add.1	Preliminary annotations to the draft agenda and programme
SC52-16 Rev.2	Update on formal agreements and joint work plans of the Ramsar Convention and partners
SC52-18 Rev.1	Ramsar financial matters 2014/2015
SC52-Inf.Doc.01 Rev.2	List of meeting documents
SC52-Inf.Doc.07	Update for the Management Working Group on the re-recruitment of the Regional Officer – Oceania (RO-Oceania)
SC52-Inf.Doc.08	Update for the Management Working Group on the recruitment of a Regional Officer – Asia (RO-Asia)
SC52- Inf.Doc.09	List of registered observers



**52<sup>nd</sup> Meeting of the Standing Committee**  
**Draft agenda and programme**

**Monday, 13 June 2016**

**08:15-09:45     Regional meetings**

**10:00-13:00     Meeting of the Management Working Group**

**Uruguay** (Standing Committee Chair, also serving as Chair of the Management Working Group),  
**Australia** (SC Vice-Chair), **Senegal** (Chair of the Sub-Group on Finance), **Romania** (former SC Chair for  
the 2012-2015 triennium), **South Africa** (former SC Vice-Chair), **Canada** (former Chair of the Sub-  
Group on Finance).

Other interested Contracting Parties: **Fiji, Switzerland, UAE and USA.**

**Chair of the STRP and Acting Secretary General (*ex officio*).**

- a. Opening of the meeting and adoption of the agenda
- b. Update on the process of selecting the new Secretary General (**closed session of the MWG**)
- c. Update from the Acting Secretary General on the eight-point Action Plan for the Secretariat (verbal)
- d. Update from the Acting Secretary General on staffing matters (verbal)

**13:15-14:45     Meeting of the Working Group on CEPA Implementation**

**(Democratic Republic of Congo, Honduras, Kenya, Romania, Seychelles, United States of America)**

**15:00-15:30     Meeting of the Management Working Group (continued)**

- e. Report of the Working Group on CEPA Implementation

**15:30-18:00     Meeting of the Sub-Group on Finance**

**(Senegal (Chair), Canada (former Sub-Group Chair), Australia, Estonia, Republic of Korea, Suriname, the United States of America)**

- a. Approval of 2015 financial statements (Doc. SC52-18 Rev.1 *Update on Ramsar financial matters*)
- b. 2016 budget review including review of consultancy contracts

- c. Update on payment of annual contributions (SC52-19 *Contracting Parties with outstanding annual contributions*)
- d. Financial implications of COP12 Resolutions (SC52-09 Rev.1 *Costs of actions to implement COP12 Resolutions in the 2016-2018 triennium*)

## **Tuesday, 14 June 2016**

### **08:15-09:45 Regional meetings**

#### **10:00-13:00 Meeting of the Sub-Group on COP13**

(United Arab Emirates (Chair) as host country for COP13, **Uruguay** as host country for COP12, **Australia, Cambodia, Canada, Honduras, Romania, Tunisia**)

- a. Report from the host country, UAE
- b. Review of COP13 MOU and the COP13 draft agenda
- c. Review of Secretariat progress in organizing COP13 (SC52-02 *Progress with preparations for COP13*)
- d. Update on COP13 fundraising

#### **10:00-13:00 Meeting of the Facilitation Working Group** (formerly the Working Group on Improving Management Instruments )

(**Kenya, Romania, Senegal, Switzerland, United States of America** (Co-chair), **Uruguay** (Co-chair))

#### **15:00-18:00 Meeting of the Working Group on the Ramsar Regional Initiatives (if needed)** (SC52-11 Rev.1 *Update on Ramsar Regional Initiatives*)

#### **15:00-18:00 Meeting of the Working Group on Resource Mobilization** (**Colombia, Kenya, United States of America**)

(SC52-20 *Report on the review of resource mobilization from all sources, especially as it relates to fundraising*)

## **Wednesday, 15 June 2016**

### **08:15-09:45 Regional meetings**

#### **10:00-13:00 Plenary Session of the Standing Committee**

##### **1. Opening statements**

- Chair of the Standing Committee (Uruguay)
- Director General of IUCN
- Statement on behalf of the six International Organization Partners (IOPs)

- Acting Secretary General
2. Review and adoption of the draft agenda (Doc. SC52-01 Rev.1 *Draft agenda and programme* and SC52-Inf.Doc.01 Rev.2 *List of meeting documents*)
  3. Admission of observers (SC52-Inf.Doc.09 *List of registered observers*)
  4. Report of the Management Working Group **(in closed session if necessary)**
  5. Report of the Sub-Group on COP13 (SC52-02 *Progress with preparations for COP13*)
  6. Approval of terms of reference for a future language strategy for the Convention (SC52-03 *Consultancy support for the development of a strategy outlining the potential phased integration of Arabic or other UN languages into the work of the Convention*)

**15:00-18:00 Plenary Session of the Standing Committee**

7. Report of the Acting Secretary General (SC52-04 Rev.2 *Report of the Acting Secretary General* )
8. Report on Secretariat actions arising from SC51 (SC52-Inf.Doc.02 *Secretariat actions arising from SC51 Decisions*)
9. Report on actions arising from COP12 Resolutions (SC52-Inf.Doc.03 *Standing Committee actions arising from COP12 Resolutions and SC50 Decisions*)
10. Update on the status of the Ramsar List (Doc. SC52-06 *Update on the status of Sites on the List of Wetlands of International Importance*)
11. Secretariat work plans
  - a. Work Plan for the 2016-2018 triennium (SC52-07 *Secretariat Work Plan for the 2016-2018 triennium*)
  - b. Work Plan for 2016 (SC52-08 *Secretariat Work Plan for 2016*)
12. Costs of actions to implement COP12 Resolutions in the 2016-2018 triennium (SC52-09 Rev.1 *Costs of actions to implement COP12 Resolutions in the 2016-2018 triennium*)

**18:00 Reception**

**Thursday, 16 June 2016**

**08:15-09:45 Regional meetings**

**10:00-13:00 Plenary Session of the Standing Committee**

13. Report of the Chair of the STRP (SC52-10 *Report of the Chair of the Scientific and Technical Review Panel (STRP) and amended draft STRP 2016-2018 Work Plan*)

#### 14. Ramsar Regional Initiatives

- a. Update by Mr. Li-jeong LEE (Director, Suncheon City Government, Republic of Korea) on the hosting of the Ramsar Regional Centre - East Asia (RRC-EA)
- b. Assessment of existing Ramsar Regional Initiatives (SC52-Inf.Doc.04 *Ramsar Regional Initiatives: An assessment of their achievements by 2015*)
- c. Report of the Chair of the Working Group on the Ramsar Regional Initiatives (SC52-11 Rev.1 *Update on Ramsar Regional Initiatives*)
- d. Regional Initiatives communications strategy (SC52-Inf.Doc.05 *Update on a common communications strategy for Ramsar Regional Initiatives*)
- e. Consideration of new Regional Initiatives (SC52-12 *Proposals for new Ramsar Regional Initiatives*)

#### **13:30-15:00 Meeting of the Sub-Group on Finance**

**(Senegal (Chair), Canada (former Sub-Group Chair), Australia, Estonia, Republic of Korea, Suriname, the United States of America)**

- a. Review of financial implications of the decisions of the Standing Committee
- b. Finalization of the Report of the Sub-Group on Finance

#### **15:00-18:00 Plenary Session of the Standing Committee**

15. Update on the preparation of the National Report format for COP13 (SC52-13 *Draft format for National Reports to COP13*)
16. Implementation of the Wetland City Accreditation of the Ramsar Convention according to Resolution XII.10 (SC52-14 Rev.1 *Progress report on the implementation of the Wetland City Accreditation of the Ramsar Convention*)
17. Update on the Ramsar Culture Network (SC52-Inf.Doc.06 *The Ramsar Culture Network and its contribution to the implementation of the Ramsar Strategic Plan 2016-2024*)

#### **18:00 Meeting of the Sub-Group on Finance (if needed)**

**Friday, 17 June 2016**

#### **08:15-09:45 Regional meetings**

#### **10:00-13:00 Plenary Session of the Standing Committee**

18. Update on partnerships and synergies
  - a. Progress on implementing Resolution XI.6 on Partnership and synergies with Multilateral Environmental Agreements and other institutions (SC52-15 *Progress on implementing*

*Resolution XI.6 on Partnership and synergies with Multilateral Environmental Agreements and other institutions)*

- b. Update by UNEP, and video showing the UNEPLive platform interlinking the SDGs and the Ramsar Convention
- c. Progress on MOUs (SC52-16 Rev.2 *Update on formal agreements and joint work plans of the Ramsar Convention and partners*)

19. CEPA and Secretariat Communications

- a. Report of the CEPA Oversight Panel (verbal presentation)
- b. Revised CEPA Action Plan for the Ramsar Secretariat 2016-2018
- c. Report on World Wetlands Day 2016 (verbal presentation)
- d. World Wetlands Day Themes for 2017 and 2018 (SC52-17 *World Wetlands Day themes*)
- e. Update on the Ramsar web site and the Ramsar Sites Information Service (RSIS) site (verbal presentation)

**15:00-18:00 Plenary Session of the Standing Committee**

- 20. Report of the Sub-Group on Finance (SC52-18 Rev.1 *Ramsar financial matters 2014/2015 and SC52-19 Contracting Parties with outstanding annual contributions*)
- 21. Report of the Working Group on Resource Mobilization (SC52-20 *Report on the review of resource mobilization from all sources, especially as it relates to fundraising*)
- 22. Report of the Facilitation Working Group (formerly the Working Group on Improving Management Instruments)
- 23. Update on the process of selection of the new Secretary General (**closed session**)
- 24. Other matters
  - Date and venue of the 53<sup>rd</sup> Meeting of the Standing Committee
  - Adoption of the report of the 52<sup>nd</sup> Meeting
  - Any other business
  - Closing remarks

The Standing Committee Chair will close the 52<sup>nd</sup> Standing Committee Meeting at approximately 6pm on Friday, 17 June.





**52<sup>nd</sup> Meeting of the Standing Committee**  
**Preliminary annotations to the draft agenda and programme**

**Monday, 13 June 2016**

**08:15-09:45     Regional meetings**

**10:00-13:00     Meeting of the Management Working Group**

**Uruguay** (Standing Committee Chair, also serving as Chair of the Management Working Group),  
**Australia** (SC Vice-Chair), **Senegal** (Chair of the Sub-Group on Finance), **Romania** (former SC Chair for the 2012-2015 triennium), **South Africa** (former SC Vice-Chair), **Canada** (former Chair of the Sub-Group on Finance).

Other interested Contracting Parties: **Fiji, Switzerland, UAE and USA.**

**Chair of the STRP and Acting Secretary General (*ex officio*).**

- a. Opening of the meeting and adoption of the agenda
- b. Update on the process of selecting the new Secretary General (**closed session of the MWG**)

Please note regarding closed sessions that, according to Rule 25.1 of the Rules of Procedure, "Contracting Parties that are not voting representatives in the Standing Committee, its subgroups and working groups, or other subsidiary bodies, may attend and participate in all sessions of such bodies, including any session that may be closed to observers from non-Contracting Party countries, International Organizations Partners, or others."

- c. Update from the Acting Secretary General on the eight-point Action Plan for the Secretariat (verbal)

In response to the "Interim Arrangements for Secretariat Administration" put in place by the Executive Team on 27 November 2015, the Secretariat developed an 8-point Action Plan to respond to the priority actions identified by the Executive Team. The ASG will present a report on the outcomes and results achieved through the 8-point Action Plan, regarding improvements in the administration of the Secretariat.

- d. Update from the Acting Secretary General on staffing matters (verbal)

During the period of the "Interim Arrangements" a number of staff changes have taken place in the Secretariat. The MWG will hear a presentation on the staff changes and the interim staffing structure which has been put in place in order to continue the essential work of the Secretariat, with the concurrence of the Executive Team. In addition, the issues of the re-recruitment of the Regional

Officer-Oceania and the recruitment of a Regional Officer-Asia have been referred to the MWG by the Executive Team for further consideration (SC52-Inf.Doc.07 and Inf.Doc.08).

**13:15-14:45 Meeting of the Working Group on CEPA Implementation**  
(Democratic Republic of Congo, Honduras, Kenya, Romania, Seychelles, United States of America)

**15:00-15:30 Meeting of the Management Working Group (continued)**

- e. Report of the Working Group on CEPA Implementation

**15:30-18:00 Meeting of the Sub-Group on Finance**  
(Senegal (Chair), Canada (former Sub-Group Chair), Australia, Estonia, Republic of Korea, Suriname, the United States of America)

- a. Approval of 2015 financial statements (Doc. SC52-18 Rev.1 *Update on Ramsar financial matters*)

Discussion of the 2015 draft closing financial statements, including the balance sheet, the income and expenditure statement, the 2015 budget, with actual figures and variance, and the Auditors' report with its Management Letter and the management response. Proposals will be presented on how the 2015 deficit will be covered.

- b. 2016 budget review including review of consultancy contracts

The 2016 budget and actual expenditure to date will be reviewed. This includes a review of the closure of 2015 consultancy contracts, and new contracts opened in 2016. An up-to-date list of open consultancy contracts will be tabled during the meeting.

- c. Update on payment of annual contributions (SC52-19 *Contracting Parties with outstanding annual contributions*)

The latest list of payments of annual contributions will be tabled during the meeting.

- d. Financial implications of COP12 Resolutions (SC52-09 Rev.1 *Costs of actions to implement COP12 Resolutions in the 2016-2018 triennium*)

This paper compares the total non-core funding needed to fully implement the COP12 Resolutions with the budgeted non-core funding priorities as set out in Resolution 12.1 Annex 3. Some proposals on the currently available non-core funds and prioritization of their use will be presented for further consideration.

**Tuesday, 14 June 2016**

**08:15-09:45 Regional meetings**

**10:00-13:00 Meeting of the Sub-Group on COP13**  
(United Arab Emirates (Chair) as host country for COP13, Uruguay as host country for COP12, Australia, Cambodia, Canada, Honduras, Romania, Tunisia)

- a. Report from the host country, UAE

- b. Review of COP13 MOU and the COP13 draft agenda
- c. Review of Secretariat progress in organizing COP13 (SC52-02 *Progress with preparations for COP13*)
- d. Update on COP13 fundraising

**10:00-13:00 Meeting of the Facilitation Working Group** (formerly the Working Group on Improving Management Instruments )  
**(Kenya, Romania, Senegal, Switzerland, United States of America (Co-chair), Uruguay (Co-chair))**

**15:00-18:00 Meeting of the Working Group on the Ramsar Regional Initiatives (if needed)**  
 (SC52-11 Rev.1 *Update on Ramsar Regional Initiatives*)

This Working Group will meet only if strictly necessary, in order to complete the preparation of the report of the Working Group to the Standing Committee, under item 15.b. below.

**15:00-18:00 Meeting of the Working Group on Resource Mobilization**  
**(Colombia, Kenya, United States of America)**  
 (SC52-20 *Report on the review of resource mobilization from all sources, especially as it relates to fundraising*)

**Wednesday, 15 June 2016**

**08:15-09:45 Regional meetings**

**10:00-13:00 Plenary Session of the Standing Committee**

The opening of the 52<sup>nd</sup> Standing Committee Meeting of the Ramsar Convention on Wetlands will take place starting at 10am on Wednesday, 15 June 2016. The Meeting will be opened by the Chair of the Standing Committee, who will provide a statement. The Standing Committee will then be welcomed by a representative of IUCN, as the host organization of the Ramsar Convention Secretariat, followed by a statement on behalf of all the International Organization Partners [speaker to be confirmed]. The Acting Secretary General will address the meeting and highlight the main issues before the Standing Committee.

1. Opening statements
  - Chair of the Standing Committee (Uruguay)
  - Director General of IUCN
  - Statement on behalf of the six International Organization Partners (IOPs)
  - Acting Secretary General
2. Review and adoption of the draft agenda (Doc. SC52-01 Rev.1 *Draft agenda and programme* and SC52-Inf.Doc.01 Rev.2 *List of meeting documents*)

The draft agenda (Document SC52-01 Rev.1) together with this annotated agenda (Document SC52-01 Addendum 1) has been approved by the Executive Committee. It was prepared by the Acting Secretary General, under the guidance of the Executive Committee, taking in to account the decisions made at the 51<sup>st</sup> Meeting of the Standing Committee in November 2015.

3. Admission of observers (SC52-Inf.Doc.09 *List of registered observers*)

The Acting Secretary General will read out the list of those observers whose attendance must be approved by the Standing Committee.

**Decision.** Admission of observers.

4. Report of the Management Working Group (**in closed session if necessary**)

The Standing Committee Chair, also serving as Chair of the Management Working Group, will present the recommendations of the Management Working Group and any items for decision by the Standing Committee, which are not already covered under existing agenda items for SC52.

**Decision.** Any item from MWG not covered under existing agenda items.

5. Report of the Sub-Group on COP13 (SC52-02 *Progress with preparations for COP13*)

The Chair of the Sub-Group on COP13 will present the issues considered by the Sub-Group, and will also present the provisional agenda for COP13 for approval by the Standing Committee, in accordance with Rule 8 of the Rules of Procedure.

**Decision.** Approval of COP13 provisional agenda.

6. Approval of terms of reference for a future language strategy for the Convention (SC52-03 *Consultancy support for the development of a strategy outlining the potential phased integration of Arabic or other UN languages into the work of the Convention*)

The Secretariat will present, for advice and approval by the Standing Committee, the draft Terms of Reference and the budget for a consultancy to develop a future language strategy for the Convention.

**Decision.** Approval of TOR for a future language strategy for the Convention.

**15:00-18:00 Plenary Session of the Standing Committee**

7. Report of the Acting Secretary General (SC52-04 Rev.2 *Report of the Acting Secretary General*)

The Acting Secretary General will present her report of Secretariat activities since SC51, prepared in accordance with the reporting instructions in Resolution XII.4, paragraph 7, as well as the “Interim Arrangements for Secretariat Administration” as defined by the Executive Team.

8. Report on Secretariat actions arising from SC51 (SC52-Inf.Doc.02 *Secretariat actions arising from SC51 Decisions*)

The Acting Secretary General will present the table of SC51 Decisions, and the corresponding actions taken by the Secretariat, focusing only upon the most important items and those that have not been completed.

9. Report on actions arising from COP12 Resolutions (SC52-Inf.Doc.03 *Standing Committee actions arising from COP12 Resolutions and SC50 Decisions*)

The Acting Secretary General will present the table of COP12 Resolutions and SC50 Decisions, and the Standing Committee actions arising from these, highlighting only those that are not considered under other agenda items during SC52.

10. Update on the status of the Ramsar List (Doc. SC52-06 *Update on the status of Sites on the List of Wetlands of International Importance*)

The Secretariat will present an update on new designations and extensions of Ramsar Sites, the updating of Ramsar site information, the changes in ecological character that have occurred (open Article 3.2 files), and Ramsar Advisory Missions carried out. The Standing Committee is invited to take note of the updated report on the status of Ramsar Sites, to advise on activities to be undertaken by regional representatives on the Standing Committee and those Contracting Parties directly concerned, and to instruct the Secretariat as appropriate on specific measures to be taken on the longest-running Article 3.2 files.

**Decision.** Measures to be taken with regard to open Article 3.2 files.

11. Secretariat work plans

- a. Work Plan for the 2016-2018 triennium (SC52-07 *Secretariat Work Plan for the 2016-2018 triennium*)
- b. Work Plan for 2016 (SC52-08 *Secretariat Work Plan for 2016*)

The Acting Secretary General will present the two revised Secretariat work plans, which respond to instructions from the COP12 and other Resolutions, and support the implementation of the 4<sup>th</sup> Strategic Plan. The Standing Committee is invited to take note of and approve the Secretariat Work Plan for the 2016-2018 triennium, as well as the 2016 Work Plan, which is extracted from the triennium Work Plan. The 2016 Work Plan also includes the priority actions requested by the Executive Team in the “Interim Arrangements for Secretariat Administration” of November 2015.

**Decision.** Approval of Triennium Work Plan and 2016 Annual Work Plan of the Secretariat.

12. Costs of actions to implement COP12 Resolutions in the 2016-2018 triennium (SC52-09 Rev.1 *Costs of actions to implement COP12 Resolutions in the 2016-2018 triennium*)

The Acting Secretary General will present the costs of the budgeted non-core items according to Resolution XII.1 Annex 3, as well as the additional non-core items, which together represent the total cost of implementing the COP12 Resolutions. The Standing Committee is invited to take note of the estimated costs of the actions that need to be taken to implement each of the COP12 Resolutions, and to advise on possible sources of funding to support their implementation.

**18:00 Reception**

**All delegates are invited to attend a cocktail reception to take place on the Luc Hoffmann Terrace of the Conservation Centre, weather permitting.**

**Thursday, 16 June 2016**

**08:15-09:45      Regional meetings**

**10:00-13:00      Plenary Session of the Standing Committee**

13. Report of the Chair of the STRP (SC52-10 Report of the Chair of the Scientific and Technical Review Panel (STRP) and amended draft STRP 2016-2018 Work Plan)

The Chair of the STRP will report upon the consultation process leading to the revision of the STRP Work Plan, present the prioritised tasks, and give an update on the progress of the Inter-governmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES). The Standing Committee is invited to approve the amended draft STRP Work Plan and consider possible ways of sourcing funding for its implementation.

**Decision.** Approval of STRP Work Plan for the triennium.

14. Ramsar Regional Initiatives

- a. Update by Mr. Li-jeong LEE (Director, Suncheon City Government, Republic of Korea) on the hosting of the Ramsar Regional Centre - East Asia (RRC-EA)
- b. Assessment of existing Ramsar Regional Initiatives (SC52-Inf.Doc.04 *Ramsar Regional Initiatives: An assessment of their achievements by 2015*)

The Secretariat will present an assessment of the existing Ramsar Regional Initiatives (this item is for information only).

- c. Report of the Chair of the Working Group on the Ramsar Regional Initiatives (SC52-11 Rev.1 *Update on Ramsar Regional Initiatives*)

The Chair of the Working Group on the Ramsar Regional Initiatives will report on the recommendations of the Working Group. The Standing Committee will be invited to endorse all the ongoing Ramsar Regional Initiatives as complying with the Operational Guidelines 2013-2015, and to adopt the revised Operational Guidelines for Ramsar Regional Initiatives operating in the framework of the Convention 2016-2024.

**Decision.** Endorsement of ongoing Ramsar Regional Initiatives.

**Decision.** Adoption of Operational Guidelines for Ramsar Regional Initiatives 2016-2024.

- d. Regional Initiatives communications strategy (SC52-Inf.Doc.05 *Update on a common communications strategy for Ramsar Regional Initiatives*)
- e. Consideration of new Regional Initiatives (SC52-12 *Proposals for new Ramsar Regional Initiatives*)

The Secretariat will present the new Ramsar Regional Initiatives that have been formed. The Standing Committee will be invited to endorse the proposed new Regional Initiatives for the Amazon Basin, Central Asia, the Indo-Burma region and the Senegal River Basin, as complying with the Operational Guidelines for Ramsar Regional Initiatives and operating in the framework of the Convention during the period 2016-2018.

**Decision.** Endorsement of proposed new Ramsar Regional Initiatives.

**13:30-15:00 Meeting of the Sub-Group on Finance**

(Senegal (Chair), Canada (former Sub-Group Chair), Australia, Estonia, Republic of Korea, Suriname, the United States of America)

- a. Review of financial implications of the decisions of the Standing Committee
- b. Finalization of the Report of the Sub-Group on Finance

This meeting will continue at 18:00 if necessary.

**15:00-18:00 Plenary Session of the Standing Committee**

15. Update on the preparation of the National Report format for COP13 (SC52-13 *Draft format for National Reports to COP13*)

The Standing Committee will hear a presentation by the Secretariat on the proposed new on-line format for National Reports. The Republic of Korea will then present its progress on developing national indicators for implementation of national priority areas within the Ramsar Strategic Plan. The Standing Committee is invited to finalize and approve the National Report Format for issuing to Contracting Parties as soon as possible after SC 52.

**Decision.** Approval of on-line National Report Format for reporting to COP13.

16. Implementation of the Wetland City Accreditation of the Ramsar Convention according to Resolution XII.10 (SC52-14 Rev.1 *Progress report on the implementation of the Wetland City Accreditation of the Ramsar Convention*)

The Secretariat will report upon progress with the Wetland City Accreditation process, and the MOU with UN-Habitat. The Standing Committee is invited to approve the composition of the Independent Advisory Committee, and to endorse the timetable for the implementation of the process.

**Decision.** Approval of the composition of the Independent Advisory Committee.

**Decision.** Endorsement of the timetable for implementing the Wetland City Accreditation process.

17. Update on the Ramsar Culture Network (SC52-Inf.Doc.06 *The Ramsar Culture Network and its contribution to the implementation of the Ramsar Strategic Plan 2016-2024*)

The Secretariat will report upon the development of the Ramsar Culture Network, its contribution to the implementation of the 4<sup>th</sup> Strategic Plan, its work on “women and wetlands”, and its specific project on “rapid cultural inventories of wetlands”. The key objective of the Network is to strengthen international policy and to increase understanding of the cultural ecosystem services provided by wetlands. From March 2015-March 2018, specific funds are being provided by the MAVA Foundation for the development of the Network. (This item is for information only.)

**18:00 Meeting of the Sub-Group on Finance (if needed)**

**Friday, 17 June 2016**

**08:15-09:45      Regional meetings**

**10:00-13:00      Plenary Session of the Standing Committee**

18. Update on partnerships and synergies

- a. Progress on implementing Resolution XI.6 on Partnership and synergies with Multilateral Environmental Agreements and other institutions (*SC52-15 Progress on implementing Resolution XI.6 on Partnership and synergies with Multilateral Environmental Agreements and other institutions*)

The Secretariat will present a report on progress in implementing Resolution XI.6 on partnership and synergies with the biodiversity-related conventions and other MEAs. The Standing Committee is invited to advise as appropriate.

- b. Update by UNEP, and video showing the UNEPLive platform interlinking the SDGs and the Ramsar Convention
- c. Progress on MOUs (*SC52-16 Rev.2 Update on formal agreements and joint work plans of the Ramsar Convention and partners*)

The Secretariat will present a report on the revised and updated MOUs with other partners. The Standing Committee is invited to approve the revised draft agreements presented.

**Decision.** Approval of revised MOUs.

19. CEPA and Secretariat Communications

- a. Report of the CEPA Oversight Panel (verbal presentation)

The Chair of the CEPA Oversight Panel will present an update on the work of the Panel.

- b. Revised CEPA Action Plan for the Ramsar Secretariat 2016-2018

The Chair of the CEPA Working Group will present the revised CEPA Action Plan for the triennium.

**Decision.** Approval of revised CEPA Action Plan.

- c. Report on World Wetlands Day 2016 (verbal presentation)
- d. World Wetlands Day Themes for 2017 and 2018 (*SC52-17 World Wetlands Day themes*)
- e. Update on the Ramsar web site and the Ramsar Sites Information Service (RSIS) site (verbal presentation)

The Secretariat will present reports on the success of World Wetlands Day 2016, the possible themes for World Wetlands Day in the future, and an update on the progress made regarding the development of the Ramsar website and the RSIS. The Standing Committee is invited to approve the



proposed theme for World Wetlands Day 2017, and to advise on the further development of the Ramsar website and the RSIS.

**Decision.** Approval of proposed theme for World Wetlands Day 2017.

#### **15:00-18:00 Plenary Session of the Standing Committee**

20. Report of the Sub-Group on Finance (SC52-18 Rev.1 *Ramsar financial matters 2014/2015* and SC52-19 *Contracting Parties with outstanding annual contributions*)

The report of the Sub-Group on Finance will be presented to the Standing Committee by the Chair of the Sub-Group. All Contracting Parties having made voluntary contributions will be thanked. The Standing Committee will be invited to receive and to note the Report by the Auditors (PricewaterhouseCoopers).

21. Report of the Working Group on Resource Mobilization (SC52-20 *Report on the review of resource mobilization from all sources, especially as it relates to fundraising*)

The Chair of the Working Group will report on the work of the group.

22. Report of the Facilitation Working Group (formerly the Working Group on Improving Management Instruments )

The co-Chair of the Working Group will report on the work of the group.

23. Update on the process of selection of the new Secretary General (**closed session**)

The Chair of the Standing Committee will report on the process.

24. Other matters

- Date and venue of the 53<sup>rd</sup> Meeting of the Standing Committee

**Decision.** Date and venue of SC53.

- Adoption of the report of the 52<sup>nd</sup> Meeting

**Decision.** Adoption of SC52 Report and Decisions.

- Any other business
- Closing remarks

The Standing Committee Chair will close the 52<sup>nd</sup> Standing Committee Meeting at approximately 6pm on Friday, 17 June.



## **Update on formal agreements and joint work plans of the Ramsar Convention and partners**

**(Including revised draft agreements at Annexes 2 and 3 that were deferred from SC51)**

### **Actions requested:**

The Standing Committee is invited:

- to review and approve the revised draft agreements at Annexes 2-5.
- to note that in future, the Ramsar Secretariat will, as far as possible, use IUCN's standard templates for agreements when developing new Memoranda of Understanding etc.

### **Introduction**

1. The Ramsar Convention acknowledges the importance of entering into partnerships with relevant organisations in order to enhance the implementation of the Convention. This is reflected in the Ramsar Strategic Plan 2016 – 2024, paragraph 42:

“The wise use of wetlands and their resources will ultimately involve a range of actors well beyond those responsible for the management and maintenance of Ramsar Sites and other wetlands. This holds at local, national, regional and global levels where existing partnerships with Ramsar Regional Initiatives, IOPs and MEAs should be strengthened and new partnerships with civil society and the business sector forged in order to enhance Convention implementation and reverse the rates of loss and degradation of wetlands.”

2. The Convention, through the Secretariat, has supported numerous collaborations with formal written and signed agreements. These have taken the form of an exchange of signed letters, a formal Memorandum of Understanding (MOU) or Memorandum of Co-operation (MOC), or a Joint Work Plan (JWP). The Secretariat displays a list of all these agreement on its web site at <http://www.ramsar.org/about/partnerships>.
3. Resolution XI.6 *Partnerships and synergies with Multilateral Environmental Agreements and other institutions* lists at Annex 1 the names of organizations with which the Ramsar Convention had already developed co-operation, synergies and partnerships at the time of COP11 in 2012.
4. A number of Resolutions agreed by the Contracting Parties at COP12 are relevant to the partnerships listed at Annex 1 of this document, and to efforts by the Secretariat to develop formal agreements with partners:
  - a. In Resolution XII.2 *The Ramsar Strategic Plan 2016 – 2024*: Goal 4 focuses on enhancing implementation, including through:

- i. Target 17: “Financial and other resources for effectively implementing the 4<sup>th</sup> Ramsar Strategic Plan 2016 – 2024 from all sources are made available”; and
    - ii. Target 18: “International cooperation is strengthened at all levels”.
  - b. In Resolution XII.9 *The Ramsar Convention’s Programme on communication, capacity building, education, participation and awareness (CEPA) 2016 - 2024*: paragraph 18 “REQUESTS the Secretariat to seek improved cooperation between Multilateral Environmental Agreements, through the Biodiversity Liaison Group, with regard to capacity building”.
  - c. In Resolution XII.3 *Enhancing the languages of the Convention and its visibility and stature, and increasing synergies with other multilateral environmental agreements and other international institutions*:
    - i. Paragraph 42 “INSTRUCTS the Secretariat to report annually on progress on implementing Resolution XI.6 on Partnership and synergies with Multilateral Environmental Agreements and other institutions to the Standing Committee”; and
    - ii. Paragraph 43 “FURTHER INSTRUCTS the Secretariat to continue working to strengthen collaboration with IUCN World Heritage Outlook, UNEP, UNEP-GRID, UNDP, UNESCO, Regional Economic Commissions of the UN, the World Bank, WHO, the World Meteorological Organization (WMO), FAO, GEF, Intergovernmental Platform on Biodiversity and Ecosystem Services (IPBES) and others, and report on progress to the Standing Committee and the Contracting Parties on a regular basis”.
  - d. In Resolution XII.7 *Resource Mobilization and Partnership Framework of the Ramsar Convention*, paragraph 21 “REQUESTS the Secretariat to strengthen partnerships with other multilateral environmental agreements (MEAs) such as *inter alia* the United Nations Convention to Combat Desertification (UNCCD), the CBD and others, in order to enhance synergies and sharing of resources, avoid duplication and enhance implementation, respecting the mandate of each Convention; and REQUESTS the Secretariat to provide to the Standing Committee at its 51st meeting a plan on how to increase cooperation with other MEAs and report regularly actions to the Standing Committee”.
5. The purpose of this document is to provide for Standing Committee:
- a. A summary of signed agreements currently in force as well as those which have expired, along with their start and expiration dates (Annex 1);
  - b. The status of the update to the JWP between the Ramsar Convention and the Convention on Migratory Species of Wild Animals (CMS) to cover the period until 2017;
  - c. A draft of a proposed new MOU between UNEP and the Ramsar Convention (Annex 2);
  - d. A draft of a proposed MOC between the Nagao Natural Environment Foundation and the Ramsar Convention Secretariat (Annex 3);
  - e. The text of a bilateral agreement between the Chair of the Steering Committee for the Ramsar Regional Centre-East Asia (RRC-EA) and the Ramsar Convention Secretariat, signed

on 15 December 2015 to renew the existing arrangements under which the RRC-EA was set up in 2010 (Annex 4); and

- f. The draft of a proposed new MOU between UN-Habitat and the Ramsar Convention on the Wetland City Accreditation of the Ramsar Convention (Annex 5).
6. The table in Annex 1 list the current and expired agreements and an asterisk has been placed next to the name of those that are priorities. This is because they are considered to be able to deliver clear benefits to Ramsar Contracting Parties worldwide in implementing the Convention's Resolutions and the Strategic Plan 2016-2024.
7. The Secretariat signed an MOC with the Convention's five International Organization Partners in 2011, to serve until 2017. Through Resolution XII.3 at COP12, Contracting Parties approved the Wildfowl & Wetlands Trust as the Convention's sixth IOP. As a result, the Secretariat is now preparing to sign an MOC with the WWT as they have with other IOPs.
8. The Secretariat will work to re-initiate MOCs that have expired during the last triennia and these are listed in Table 2 of Annex 1.
9. In future, the Ramsar Secretariat will, as far as possible, use IUCN's standard templates for agreements when developing new Memoranda of Understanding etc.
10. The new CMS-Ramsar Joint Work Plan 2015-2017 was approved by the 44<sup>th</sup> Meeting of the Standing Committee of the Convention on the Conservation of Migratory Species of Wild Animals (CMS) in October 2015. During SC51, the Secretariat took note of the comments expressed by Contracting Parties with regards to some of the activities of the Work Plan, and has discussed with the CMS Secretariat the need to adjust the Work Plan according to the comments received by the Contracting Parties. Both Secretariats will work on the adjustments of the JWP in order to be submitted for the approval of the next Standing Committees of each Convention (SC45 of CMS in November 2016 and SC53 of Ramsar in 2017) .
11. The proposed new MOU between UNEP and the Ramsar Convention and the MOC between the Nagao Natural Environment Foundation and the Ramsar Convention Secretariat have been updated following comments by SC51 in November 2015.
12. The Nagao Natural Environment Foundation (NEF) is a Japanese NGO that promotes nature conservation mainly in the Asia-Pacific region, through providing a comprehensive programme for conservation research and activities, research grants, and educational scholarships. The main aim of the Donor Agreement at Annex 3 is to establish the 'Nagao Wetland Fund' which will support a number of wetland projects annually to help Ramsar Administrative Authorities, local governments, researchers, NGOs and communities from developing countries in the Asia-Oceania region to implement the Ramsar Convention and in particular, the Ramsar Strategic Plan 2016-2024. Under the Donor Agreement, the NEF will provide JPY 10 million (approx. USD 80,000) annually to the Ramsar Secretariat, which will then manage the Fund and the projects that are supported.
13. The draft MOU with the Ramsar Regional Center – East Asia and the Draft Terms of Reference for collaboration between the Ramsar Convention and Shell that were presented as Annex 5 and Annex 6 in SC51-23 Rev.2 have both been removed from this paper, according to comments made at SC51. The former has been replaced by a tripartite agreement concluded between the Steering Committee of the RRC-EA, the Ministry of Environment of the Republic of Korea, and

the Mayor of Suncheon City on 31 December 2015, without the involvement of the Ramsar Convention Secretariat.

14. A bilateral agreement between the Chair of the Steering Committee for the Ramsar Regional Centre-East Asia (RRC-EA) and the Ramsar Convention Secretariat was signed on 15 December 2015. The full text is appended as Annex 4. This bilateral agreement was agreed by all participating Contracting Parties in East and South-east Asia. It is not an MOU, but a renewal of the existing arrangements under which the RRC-EA was set up in 2010 under the Operational Guidelines 2009-2012. The agreement was defined in accordance with paragraph 6 of the “Operational Guidelines 2013-2015 for Regional Initiatives in the framework of the Convention on Wetlands” approved by Decision SC46-28 (2013) which states that: “The complementary roles of the coordinating mechanisms of Regional Initiatives and the Ramsar Secretariat, including their respective responsibilities, may be defined in written arrangements, if agreed by all participating Contracting Parties.”
15. The Framework for Wetland City accreditation of the Ramsar Convention, which is annexed to Resolution XII.10 *Wetland City Accreditation of the Ramsar Convention*, proposes that a representative of the United Nations Human Settlements Programme (UN-Habitat) shall act as Chair of the scheme’s Independent Advisory Committee. The terms of this collaboration are set out in the proposed MOU at Annex 5.

#### **Annexes**

1	Current and expired agreements	5
2	Proposed MOU between Ramsar and UNEP (as of 29 February 2016)	8
3	Proposed MOU between the Nagao Natural Environment Foundation and the Ramsar Convention Secretariat	19
4	Renewal of agreement between the Ramsar Convention Secretariat and RRC-EA	23
5	Proposed MOU between Ramsar and UN-Habitat on the Wetland City Accreditation of the Ramsar Convention	27

## Annex 1

### Current and expired agreements

**Table 1. Currently active signed agreements and their validity**

Organization Name	Start Date	Expiration Date
<b><i>Global Multilateral Environmental Agreements (MEAs)</i></b>		
International Agencies and Organizations and the Secretariat of the Convention on Biological Diversity on implementation of the Strategic Plan for Biodiversity 2011-2020 and the Achievements of the 2020 Aichi Biodiversity Targets	20 September 2011	2020
Convention on Biological Diversity (CBD)	4 November 2011	2020
Liaison Group of the Biodiversity-related Conventions	4 September 2011	No expiration date
Convention on the Conservation of Migratory Species of Wild Animals – CMS	14 May 2012	MOU: No expiration date
UNESCO Man and Biosphere (MAB) Programme	20 March 2002	No expiration date
United Nations Convention to Combat Desertification in those Countries Experiencing Serious Drought and/or Desertification, particularly in Africa	5 December 1998	No expiration date
UNESCO – World Heritage Centre	14 May 1999	No expiration date
<b><i>Regional Multilateral Environmental Agreements</i></b>		
Carpathian Convention	13 November 2006	No expiration date
Inter-American Convention for the Protection and Conservation of Sea Turtles	8 July 2012	8 July 2017
<b><i>Global intergovernmental organisations and processes (IGOs)</i></b>		
United Nations Conference on Trade and Development	1 September 2002	No expiration date
UNEP-GRASP (Great Apes Survival Project Partnership)	6 February 2007	No expiration date
UNESCO - IHE	3 November 2013	3 November 2018
<b><i>Regional intergovernmental organisations and processes (IGOs)</i></b>		
African Centre for Parliamentary Affairs (ACEPA)	28 June 2013	28 June 2018
The ASEAN Centre for Biodiversity	17 November 2011	No expiration date
Conservation of Arctic Flora and Fauna (CAFF) – Working Group of the Arctic Council	12 July 2012	No expiration date
ICPDR – International Commission for the Protection of the Danube River, on observer status of Ramsar Convention at DRP Convention	8 November 2000	No expiration date
LCBC – Lake Chad Basin Commission	23 November 2002	No expiration date
The Niger Basin Authority (NBA)	23 November 2002	No expiration date
<b><i>International Organization Partners (IOPs)</i></b>		
IOPs (BirdLife, IUCN, IWMI, Wetlands International, WWF International)	19 May 2011	19 May 2017
IUCN-US, Letter of Agreement on mobilization of funds	4 July 2012	3 July 2017
<b><i>Other International NGOs and organizations</i></b>		
France - Association Ramsar France : Charte pour la gestion des sites Ramsar	15 November 2011	No termination date

Charles Sturt University	3 November 2013	3 November 2018
Conservation International	10 April 2013	10 April 2018
Ducks Unlimited	2 February 2012	No expiration date
ICLEI – Local Governments for Sustainability	12 May 2015	30 June 2021
International Association for Impact Assessment	22 June 2001	No expiration date
JICA – Japan International Cooperation Agency	3 June 2015	31 December 2020
Society for Ecological Restoration (SER)	31 January 2012	31 January 2018
Society of Wetland Scientists (SWS)	1 July 2011	1 July 2017
Stetson University College of Law	1 March 2016	28 February 2022
The Albertine Rift Conservation Society (ARCOS)	23 May 2013	22 May 2018
The Nature Conservancy (TNC)	7 July 2012	No expiration date
Université Senghor	13 May 2013	No expiration date
World Association of Zoos and Aquariums (WAZA)	17 June 2009	No expiration date
<b>Private sector</b>		
Danone Evian	1 January 2016	31 December 2016
Star Alliance-IUCN- Ramsar: Biosphere Connections	September 2014	Automatic annual renewal

**Table 2. Expired signed agreements and their validity**

\* Agreements under renewal

Organization Name	Start Date	Expiration Date
Center for International Earth Science Information Network, Columbia University (USA), and Wetlands International	April 2000	31 December 2002
Convention on the Conservation of Migratory Species of Wild Animals (CMS) – Joint Work Plan	14 May 2012	2014
Convention for the Protection of the Marine Environment and the Coastal Region of the Mediterranean (Barcelona Convention)	7 February 2006	7 February 2012
Convention for the Protection and Development of the Marine Environment of the Wider Caribbean Region (Cartagena Convention)	29 June 2005	29 June 2011
Commission Internationale du Bassin Congo-Oubangui-Sangha (CICOS)	20 March 2006	19 March 2012
European Environment Agency	27 February 2006	27 February 2012
European Space Agency (ESA)	18 June 2009	31 December 2011
Eurosite	24 September 1999	24 September 2002
FAO-GTOS (Global Terrestrial Observing System)	13 June 2006	13 June 2012
Global Nature Fund	29 September 2004	29 September 2010
Greece, Ministry of Environment, Physical Planning and Public Works (concerning Secretariat of the Mediterranean Wetlands Initiative, for the period 2009-2011)	12 April 2010	31 December 2011
Japanese Aerospace and Exploration Agency (JAXA)	12 October 2010	12 October 2012
International Ocean Institute	17 October 2006	17 October 2012
Organization of American States (OAS)	17 February 2010	17 February 2016
Panama – The Government of the Republic of Panama (Regional Center in the Western Hemisphere)	28 February 2003	28 February 2013



South Pacific Regional Environment Programme (SPREP)	December 2012	31 December 2015
UNEP-GPA (Global Programme of Action for the Protection of the Marine Environment from land-based activities)	17 October 2006	17 October 2011
* UNEP/OCHA Environment Unit of the UN Office for the Coordination of Humanitarian Affairs	January 2007	January 2013
UNEP World Conservation Monitoring Centre (WCMC)	4 June 2010	31 December 2012
UN World Tourism Organization (WTO)	2 February 2010	2 February 2013
Wetland Link International (WLI)	12 November 2005	12 November 2011
* The Wildfowl and Wetlands Trust (WWT) with Wetland Link International (WLI)	1 November 2011	1 November 2014
World Bank	16 February 2010	30 June 2015
World Health Organization (WHO)	18 February 2011	18 February 2012

## Annex 2

### Proposed MOU between Ramsar and UNEP (as of 29 February 2016)

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE UNITED NATIONS ENVIRONMENT PROGRAMME (UNEP)  
AND  
THE CONVENTION ON WETLANDS OF INTERNATIONAL IMPORTANCE, ESPECIALLY AS WATERFOWL  
HABITAT**

**WHEREAS** the United Nations Environment Programme (hereinafter referred to as “UNEP”) is the leading global environmental authority that sets the global environmental agenda, promotes the coherent implementation of the environmental dimension of sustainable development within the United Nations system and serves as an authoritative advocate for the global environment, including biological diversity, worldwide;

**WHEREAS** UNEP has the mandate to catalyze use by countries and regions of the ecosystem approach that integrates the management of land, water and living resources to conserve biodiversity and sustain ecosystem services for sustainable development and improved human wellbeing, building on participatory approaches including the use of UNEP’s convening power to work with governments and key stakeholders;

**WHEREAS** the Convention on Wetlands of International Importance, especially as Waterfowl Habitat (hereinafter referred to as “Ramsar Convention”) is an international treaty whose stated mission is: “the conservation and wise use of all wetlands through local and national actions and international cooperation, as a contribution towards achieving sustainable development throughout the world.”

**WHEREAS** UNEP and the Ramsar Convention (hereinafter collectively referred to as “Parties”) share common objectives with regard to the conservation, protection, enhancement and support of nature and natural resources, including biological diversity worldwide, and wish to collaborate to further these common goals and objectives within their respective mandates and governing rules and regulations;

**WHEREAS** UNEP and the Ramsar Convention wish to contribute to the implementation of The 2030 Agenda for Sustainable Development and related Sustainable Development Goals as well as the Medium-term Strategy of UNEP 2014-2017 and Ramsar Strategic Plan 2016-2024;

**WHEREAS** the Parties intend to conclude this Memorandum of Understanding (hereinafter referred to as “MOU”) with the aim of consolidating, developing and detailing their cooperation and effectiveness to achieve the common objectives in the field of environment;

**THEREFORE, UNEP AND RAMSAR CONVENTION HAVE AGREED TO COOPERATE UNDER THIS MEMORANDUM OF UNDERSTANDING AS FOLLOWS:**

## **Article 1**

### **Interpretation**

1. References to this MOU shall be construed as including any Annexes, as varied or amended in accordance with the terms of this MOU. Any Annexes shall be subject to the provisions of this MOU, and in case of any inconsistency between an Annex and this MOU, the latter shall prevail.
2. Implementation of any subsequent activities, projects and programmes pursuant to this MOU, including those involving the transfer of funds between the Parties, shall necessitate the execution of appropriate legal instruments between the Parties. The terms of such legal instruments shall be subject to the provisions of this MOU.
3. This MOU represents the complete understanding between the Parties and complements all prior MOUs, communications and representations, whether oral or written, concerning the subject matter of this MOU.
4. Any Party's failure to request implementation of a provision of this MOU shall not constitute a waiver of that or any other provision of this MOU.

## **Article 2**

### **Duration**

1. This MOU shall be effective upon the last date of signature of the approving officials and remain in force until 31 December 2018, unless renewed by the Parties or terminated in accordance with Article 15 below.

## **Article 3**

### **Purpose**

1. The purpose of this MOU is to provide a framework of cooperation and understanding, and to facilitate collaboration between the Parties to further their shared goals and objectives in regard to the support of data, shared ambitions, and use of technology, in order to promote sustainable development benefits conferred by all types of wetlands (for instance, rivers, lakes, coral reefs, marshes, estuaries and peatlands, *inter alia*.)
2. The objectives of this MOU shall be achieved through:
  - a. Regular dialogue and meetings between UNEP and Ramsar Convention;
  - b. Execution of separate legal instruments between the Parties to define and implement any subsequent activities, projects and programmes pursuant to Article 1.2.
  - c. Implementation of a set of activities listed in Article 4 that can be reviewed, revised and adjusted by the Parties.

## **Article 4**

### **Areas of Cooperation**

1. Areas of Cooperation are agreed jointly through the cooperation mechanism in the MOU. Policies and priorities under this MOU may also be jointly reviewed annually by the Parties pursuant to Article 5 to allow the Parties to respond to newly emerging issues in the realm of environment and sustainable development.
2. The Parties have agreed to the following overarching themes for this MOU, which form part of UNEP's mandate and programme of work and have been approved by UNEP's governing body. The items listed below are also priorities or ongoing activities of Ramsar Convention, in accordance with its mandate and Strategic Plan for 2016 - 2024. All could be strengthened through the cooperation of the Parties.
3. Details of activities under the following overarching themes are to be presented in work plans agreed by the Parties. These work plans are considered documents in progress, which can be updated according to emerging needs identified by the Parties. This MoU will not require amendment. The first agreed work plan is attached to this MoU as Annex 1.

**a. Improve access to useful information about the status, condition of wetlands, globally.**

- i. **Online platform for sharing key, up to date, data and information relating to wetlands.**
- ii. **World Database on Protected Areas (WDPA).**
- iii. **Strengthen Economic Analysis.**
- iv. **Improve biodiversity indicators and monitoring.**

**b. Improve synergies and the catalytic role of each Party.**

- i. **Leverage a broader range of benefits that wetlands provide for sustainable development.**
- ii. **Protection of biodiversity.**
- iii. **Clean supplies of freshwater.**
- iv. **Supporting climate change mitigation and adaptation and disaster risk reduction.**
- v. **Supporting implementation of relevant Multilateral Environmental Agreements.**
- vi. **Degraded wetlands.**
- vii. **Integrated management of river basins and other specialist groups.**
- viii. **Supporting conflict-affected countries.**
- ix. **Sharing UNEP and Ramsar Convention relevant expertise**

**c. Efficient exchange of information and advice.**

The activities below will support achievement of Resolution XII.3 'Enhancing the languages of the Convention and its visibility and stature, and increasing synergies with other multilateral environmental agreements and other international institutions'.

- i. UNEP, according to its mandate and within available resources, may provide support to the achievement of the Ramsar Convention Strategic Plan for 2016 – 2024, including indicators development, and where possible shall participate in meetings.

- ii. Ramsar Convention shall continue to participate in the UNEP Information and Knowledge Management Initiative for MEAs (InforMEA).
  - iii. Ramsar Convention and UNEP will provide support to the process of enhancing synergies and cooperation among biodiversity-related MEAs.
  - iv. UNEP and the UNEP-WCMC shall continue to participate in the Ramsar Convention Scientific, Technical and Reporting Panel (STRP) as Observer.
- d. **To increase financing of wetlands**  
 The activity below will support achievement of Target 17 of the Ramsar Strategic Plan 2016-2024 on making available financial and other resources for effectively implementing the Strategic Plan 2016 – 2024 from all sources.
- i. The Parties may collaborate in order to maximize opportunities for wetlands financing including through the GEF funding.

## **Article 5**

### **Organization of the Cooperation**

1. The Parties shall hold annual meetings on matters of common interest, electronically if necessary, in accordance with an agenda agreed in advance by the Parties, to discuss technical and operational issues related to furthering the objectives of this MOU;
2. Within the context defined above, further bilateral technical and operational meetings may be called including ad hoc meetings as deemed necessary by the Parties to address matters of common interest for the implementation of activities in specific areas, countries and regions.
3. Each Party undertakes to share knowledge and information in its area of operations and expertise relevant to the MOU with the other Party.
4. No financial obligation shall result from this MOU to either Party. Any financial arrangement shall be the subject of a separate agreement according to Article 1 and sub-article 2.

## **Article 6**

### **Status of the Parties and their Personnel**

1. The Parties acknowledge and agree that Ramsar Convention is an entity separate and distinct from the United Nations, including UNEP. The employees, personnel, representatives, agents, contractors or affiliates of Ramsar Convention, including the personnel engaged by Ramsar Convention for carrying out any of the project activities pursuant to this MOU, shall not be considered in any respect or for any purposes whatsoever as being employees, personnel, representatives, agents, contractors or affiliates of the United Nations, including UNEP, nor shall any employees, personnel, representatives, agents, contractors or affiliates of UNEP be considered, in any respect or for any purposes whatsoever, as being employees, personnel, representatives, agents, contractors or affiliates of Ramsar Convention.
2. Neither Party shall be entitled to act or make legally binding declarations on behalf of the other Party. Nothing in this MOU shall be deemed to constitute a joint venture, agency, interest grouping or any other kind of formal business grouping or entity between the Parties.

## **Article 7**

### **Fundraising**

1. To the extent permitted by the Parties' respective regulations, rules and policies, and subject to Article 1, sub-article 2, the Parties may engage in fundraising from the public and private sectors to support the activities, projects and programmes to be developed or carried out pursuant to this MOU. The Parties shall keep each other informed of ongoing fundraising efforts related to this MOU, as appropriate.
2. Neither Party shall engage in fundraising with third parties in the name of or on behalf of the other, without the prior express written approval of the other Party in each case.

## **Article 8**

### **Intellectual Property Rights**

1. Nothing in the MOU shall be construed as granting or implying rights to, or interest in, intellectual property of the Parties, except as otherwise provided in Article 8, sub-article 2.
2. In the event that the Parties foresee that intellectual property that can be protected shall be created in relation to a particular activity, project or programme to be carried out under this MOU, the Parties shall negotiate and agree on terms of its ownership and use in the relevant legal instrument concludes as per Article 1, sub-article 2.

## **Article 9**

### **Use of Name, Emblem and Logo**

1. Neither Party shall use the name, emblem, logo or trademarks of the other Party, its subsidiaries and/or affiliates, or any abbreviation thereof, in connection with its business or for public dissemination without the prior expressly written approval of the other Party in each case. In no event shall authorization of the UN or UNEP name or emblem be granted for commercial purposes.
2. Ramsar Convention acknowledges that it is familiar with the independent, international and impartial status of the UN and UNEP, and recognizes that their names and emblems may not be associated with any political or sectarian cause or otherwise used in a manner inconsistent with the status of the UN and UNEP.
3. The Parties agree to recognize and acknowledge this partnership, as appropriate. To this end, the Parties shall consult with each other concerning the manner and form of such recognition and acknowledgement.

## **Article 10**

### **United Nations Privileges and Immunities**

1. Nothing in or relating to this MOU shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including its subsidiary organs.

## **Article 11**

### **Confidentiality**

1. The handling of information shall be subject to each Party's corporate confidentiality policies.
2. Before disclosing internal documents, or documents that by virtue of their content or the circumstances of their creation or communication must be deemed confidential, of the other Party to third parties, each Party shall obtain the express, written consent of the other Party. However, a Party's disclosure of another Party's internal and/or confidential documents to an entity the disclosing Party controls or with which it is under common control, or to an entity with which it has a confidentiality agreement, shall not be considered a disclosure to a third party, and shall not require prior authorization.
3. For UNEP, a principal or subsidiary organ of the United Nations established in accordance with the Charter of the United Nations, shall be deemed to be a legal entity under common control.

## **Article 12**

### **Responsibility**

1. Each Party will be responsible for dealing with any claims or demands arising out of its actions or omissions, and those of its respective personnel, in relation to this MOU.
2. Ramsar Convention shall indemnify, hold and save harmless and defend at its own expense, the United Nations and UNEP, their officials, personnel and representatives, from and against all suits, claims, demands and liability of any nature or kind which may arise in relation to this MOU due to any actions or omissions attributable to Ramsar Convention.

## **Article 13**

### **Dispute Settlement**

1. The Parties shall use their best efforts to settle amicably any dispute, controversy or claim arising out of this MOU. Where the Parties wish to seek such an amicable settlement through conciliation, the conciliation shall take place in accordance with the UNCITRAL Conciliation Rules then prevailing, or according to such other procedure as may be agreed between the Parties.
2. Any dispute, controversy or claim between the Parties arising out of this MOU which is not settled amicably in accordance with the foregoing sub-article may be referred by either Party to arbitration under the UNCITRAL Arbitration Rules then in force. The arbitral tribunal shall have no authority to award punitive damages. The Parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such controversy, claim or dispute.

## **Article 14**

### **Notification and Amendments**

1. Each Party shall promptly notify the other in writing of any anticipated or actual material changes that will affect the execution of this MOU.
2. The Parties may amend this MOU by mutual written agreement, which shall be appended to

this MOU and become an integral part of it.

## **Article 15 Termination**

1. Either Party may terminate this MOU by giving three months' prior written notice to the other Party.
2. Upon termination of this MOU, the rights and obligations of the Parties defined under any other legal instrument executed pursuant to this MOU shall cease to be effective, except as otherwise provided in this MOU.
3. Any termination of the MOU shall be without prejudice to (a) the orderly completion of any ongoing collaborative activity and (b) any other rights and obligations of the Parties accrued prior to the date of termination under this MOU or legal instrument executed pursuant to this MOU.
4. The obligations under Articles 8 to 13 do not lapse upon expiry, termination of or withdrawal from this MOU.

IN WITNESS WHEREOF, the duly authorized representatives of the Parties affix their signatures below.

**For United Nations Environment Programme**

**For Ramsar Convention**

.....  
Name:  
Mr. Achim Steiner,  
UNEP Executive Director

.....  
Name:  
Dr. Ania Grobicki  
Acting Secretary General, Ramsar  
Convention



## Annex 1. Work Plan

### a. Improve access to useful information about the status, condition of wetlands, globally.

- i. **Online platform for sharing key, up to date, data and information relating to wetlands.** Together, UNEP's Division of Early Warning and Assessment (DEWA), the Global Resource Information Database GRID-Geneva as part of the global group of environmental information centres collaborating with UNEP (linking with the UNEP Live knowledge management platform) and the Ramsar Convention are collaborating in a system for gathering and reporting information that allows for continually tracking the condition of wetlands. The Parties are collaborating towards reporting system for the Ramsar Convention's 'Wetlands of International Importance' around the world. The next level of collaboration will leverage earth observation (including via existing partners of each organization) as appropriate and ground data in order to develop a more detailed and complete picture of the condition of all wetlands, globally. This system can help highlight 'hotspots' (areas under rapid change or facing significant pressures) and become a valuable tool for tracking wetland extent changes relevant to Sustainable Development Goal Target 6.6 "By 2020, protect and restore water-related ecosystems, including mountains, forests, wetlands, rivers, aquifers and lakes". This work will also support achievement of Target 8 of the Ramsar Strategic Plan 2016-2024 concerning the use of remote sensing data to support national wetland inventories, to promote the conservation and effective management of wetlands.
- ii. **World Database on Protected Areas (WDPA).** Cooperate in order to provide available information to WDPA in order to request them to include all relevant information on Ramsar Sites through the development and maintenance of appropriate links between the WDPA and the Ramsar Site Information Service. UNEP and Ramsar Convention will build on this so as to increase opportunities for assessing the relationship between Ramsar Sites and protected areas, including other internationally Convention of Biological Diversity and World Heritage Convention recognized sites. This work will support achievement of Goal 2 of the Ramsar Strategic Plan 2016-2024 concerning the effective conservation and management of Ramsar Sites, and in particular Target 6 on increasing the area, numbers and ecological connectivity of protected sites.
- iii. **Strengthen Economic Analysis.** Co-operate in order to bolster the availability of sound economic analysis relating to the conservation and wise use of wetlands, including via support for Payment for Ecosystem Services, development of Water and Wetland Habitat Funds, and continued strong and deeper reflection of the economic value of wetlands in on-going UNEP's work including the Economics of Ecosystems and Biodiversity (TEEB) and the Valuation & Accounting of Natural Capital for Green Economy (VANTAGE). Special focus can be given to accounting of wetland ecosystems, valuation of regulating and cultural services of the wetlands and application of market based instruments for wetland management (e.g. wetland banking). Economic analysis of ecosystem services from wetland would provide a strong rationale for "bankable" projects in the wetland management programme, which in turn would pave the path of mainstreaming these critical ecosystems into design and implementation of development policies. This work will support achievement of Target 11 of the Ramsar Strategic Plan 2016-2024 that wetland functions, services and benefits are widely demonstrated, documented and disseminated.

- iv. **Improve biodiversity indicators and monitoring.** UNEP/DEWA and UNEP-WCMC, the Ramsar Convention Secretariat and the Scientific and Technical Review Panel of the Ramsar Convention (STRP) will continue collaboration in development of indicators, including via the Biodiversity Indicators Partnership, and other products that support a deeper assessment and description of the 'State of the World's Wetlands', as well as supporting the monitoring of the Sustainable Development Goals. The work might highlight underpinning of regulating services of wetlands. In addition, as part of work to promote and build capacity for data mobilization, indicators and assessment, UNEP will work with Ramsar national focal points. This work will support achievement of Target 14 of the Ramsar Strategic Plan 2016-2024 concerning the development of scientific guidance and technical methodologies at global and regional levels on relevant topics and which is then made available to policy makers and practitioners.

**b. Improve synergies and the catalytic role of each Party.**

- i. **Leverage a broader range of benefits that wetlands provide for sustainable development.** UNEP, according to its mandate and within available resources, may support Ramsar Convention Contracting Parties to fulfil their commitments under the Convention, especially where co-benefits exist for other relevant Multilateral Environmental Agreements (MEAs). Ramsar Convention Senior Regional Advisors will work directly with UNEP staff, including regional seas conventions and action plans, to ensure a coordinated approach. This work will support achievement of Target 18 of the Ramsar Strategic Plan 2016-2024 concerning strengthening international cooperation at all levels.
- ii. **Protection of biodiversity.** UNEP, according to its mandate and within available resources, may support Ramsar Convention Contracting Parties to fulfil their commitments under the Convention, in line with the development and revision of National Biodiversity Strategies and Action Plans (NBSAPs). UNEP may assist with gathering information about the status and pressures on biodiversity that exist in designated 'Ramsar Sites', and increase understanding of wise use concepts put forward by the Convention. Ramsar Convention Senior Regional Advisors will work directly with UNEP staff to ensure a coordinated approach. This work will support achievement of Target 18 of the Ramsar Strategic Plan 2016-2024 concerning strengthening international cooperation at all levels.
- iii. **Clean supplies of freshwater,** an expert selected by the Ramsar Convention may participate as an observer in the Steering Committee of UNEP/DEPI's Wastewater Initiative. Other freshwater opportunities shall be explored and developed in particular where there is a role for better management of wetland ecosystems to contribute to better freshwater outcomes. This work will support achievement of Target 3 of the Ramsar Strategic Plan 2016-2024 to engage with the public and private sectors in order that they increase their efforts to apply guidelines and good practices for the wise use of water and wetlands.
- iv. **Supporting climate change mitigation and adaptation and disaster risk reduction,** wetland ecosystems face severe effects from climate change and disasters, but also provide critical ecosystem services that mitigate climate change and disaster impacts and contribute to local and national resilience. Recalling the Ramsar Convention Resolution X.24 on Climate Change and Wetlands and recognizing the recently adopted Resolution XII.13 on Wetlands and Disaster Risk Reduction, the Parties will work

together to support countries in mainstreaming ecosystem-based disaster risk reduction and adaptation approaches into national wetland management plans and their implementation, for instance by carrying out climate and disaster risk assessments, reviewing and updating existing guidance on wetlands, capacity building and technical assistance. The Parties will also cooperate to ensure that wetland management plans and other water and catchment management plans are integrated into national strategic plans, including national disaster risk reduction and climate change adaptation strategies. Wetland ecosystems (in particular peatlands and mangroves) can also provide very important mitigation services. The Parties may therefore support countries and stakeholders in their climate change mitigation, especially Reducing Emissions from Deforestation and Forest Degradation (REDD+), actions on readiness efforts, on planning, financing and delivery of Result Based Actions and for receiving Result Based Payments and other Payments for Ecosystems Services". This work will support achievement of Target 1 of the Ramsar Strategic Plan 2016-2024 to feature wetland benefits in national/ local policy strategies and plans relating to key sectors.

- v. **Supporting implementation of relevant Multilateral Environmental Agreements:** When developing and implementing activities which support implementation of relevant multilateral environmental agreements at the national level, UNEP may collaborate with Ramsar Convention national focal points in order to help ensure coherent implementation of multilateral environmental agreements, and effective integration of multilateral environmental agreements into national policies and practices. This work will support achievement of Target 18 of the Ramsar Strategic Plan 2016-2024 concerning strengthening international cooperation at all levels.
- vi. **Degraded wetlands.** Whether due to unsustainable management, climate change or disasters, the Parties, according to their mandate and within available resources, will support countries and stakeholders in their ecosystem restoration and climate change adaptation efforts. This work will support achievement of Target 12 of the Ramsar Strategic Plan 2016-2024 concerning the restoration of degraded wetlands, with priority to wetlands that are relevant for biodiversity conservation, disaster risk reduction, livelihoods and/or climate change mitigation and adaptation.
- vii. **Integrated management of river basins and other specialist groups.** The Parties will collaborate, as appropriate, to strengthen the role of basin organizations in the integrated management of river basins, and with other specialists groups working on rivers, lakes, mangroves, coral reefs, peat-lands and bogs. This work will support achievement of Target 9 of the Ramsar Strategic Plan 2016-2024 on strengthening the wise use of wetlands through integrated resource management at the appropriate scale, inter alia, within a river basin or along a coastal zone
- viii. **Supporting conflict-affected countries.** Where competition over wetland resources may be a source of conflict the Parties may collaborate to sensitize and advise decision-makers on actions to reduce risks to wetlands. This may include collaborating in carrying out joint advisory missions, supporting conflict-affected countries in carrying out wetland inventories and management plans, developing relevant policies and regulations, and supporting the implementation of community-based wetland and catchment management projects. Ramsar Convention experts will provide technical support including on best practices. This work will support achievement of Goals 1, 2 and 3 of the Ramsar Strategic Plan 2016-2024.

- ix. **UNEP and Ramsar Convention relevant expertise.** In World Wetlands Day and the Conference of the Contracting Parties to the Ramsar Convention (CoP), UNEP may provide expertise, including resource persons at cost to UNEP, in Ramsar Convention related events that take place around the world, including World Wetlands Day and the CoP. This work will support achievement of Target 16 of the Ramsar Strategic Plan 2016-2024 on mainstreaming wetland conservation and wise use through communication, capacity development, education, participation and awareness.
- x. The Ramsar Convention may provide expertise, including resource persons at cost to the Ramsar Convention in UNEP related events that take place around the world, including World Environment Day and the sessions of the United Nations Environment Assembly of UNEP. This work will support achievement of Resolution XII.3 'Enhancing the languages of the Convention and its visibility and stature, and increasing synergies with other multilateral environmental agreements and other international institutions'.

**c. Efficient exchange of information and advice.**

The activities below will support achievement of Resolution XII.3 'Enhancing the languages of the Convention and its visibility and stature, and increasing synergies with other multilateral environmental agreements and other international institutions'.

- i. UNEP, according to its mandate and within available resources, may provide support to the achievement of the Ramsar Convention Strategic Plan for 2016 – 2024, including indicators development, and where possible shall participate in meetings.
- ii. Ramsar Convention shall continue to participate in the UNEP Information and Knowledge Management Initiative for MEAs (InforMEA).
- iii. Ramsar Convention and UNEP will provide support the process of enhancing synergies and cooperation among biodiversity-related MEAs.
- iv. UNEP and the UNEP-WCMC shall continue to participate in the Ramsar Convention Scientific, Technical and Reporting Panel (STRP) as observer.

**d. To increase financing of wetlands**

The activity below will support achievement of Target 17 of the Ramsar Strategic Plan 2016-2024 on making available financial and other resources for effectively implementing the Strategic Plan 2016 – 2024 from all sources.

The Parties may collaborate in order to maximize opportunities for wetlands financing including through the GEF funding.

## Annex 3

### Proposed MOU between the Nagao Natural Environment Foundation and the Ramsar Convention Secretariat

#### Memorandum of Understanding

(the “MOU”)

between

**The Secretariat of the Convention on Wetlands of International Importance especially as Waterfowl Habitat** (hereinafter “**Ramsar Secretariat**”), represented by **IUCN, International Union for Conservation of Nature and Natural Resources**, an association established under the laws of Switzerland and having its seat at Rue Mauverney 28, 1196 Gland, Switzerland (hereinafter “**IUCN**”);

and

**The Nagao Natural Environment Foundation** (hereinafter “**NEF**”), a non-governmental organization existing under the laws of Japan with its headquarters located at 3-3-7 Kotobashi, Sumida-ku, Tokyo 130-0022 Japan;

herein referred to as the “Parties” and “Party”, as the context may reasonably indicate or require.

#### Preamble

**Whereas** that since its inception in 1971, the Ramsar Convention on Wetlands of International Importance (hereinafter the “**Ramsar Convention**”), has formed the key international framework for the conservation and wise use of wetlands and their resources, and noting that the Ramsar Convention's Contracting Parties are committed to working towards wise use of all their wetlands, to designating suitable Wetlands of International Importance and ensuring their conservation, and to cooperating on shared wetland systems;

**Whereas** the mission of the Ramsar Convention is the conservation and wise use of all wetlands through local and national actions and international cooperation, as a contribution towards achieving sustainable development throughout the world;

**Whereas** the mission of the NEF is dedicated to promoting nature conservation in developing countries, mainly in the Asia-Pacific region, through comprehensive programme for conservation research and activities, research grant scheme and scholarship scheme, and the NEF has especially contributed to the conservation, wise use and research of wetland and its biodiversity in the Asia-Pacific region including the Mekong – Chao Praya basins;

**Whereas** the Strategic Plan 2016-2024 of the Ramsar Convention calls for action to address the drivers of wetland loss and degradation, ensure the effective conservation and management of the Ramsar Site network, and the wise use of all wetlands;

**Whereas** the NEF, through its activities, can further contribute to the effective implementation of the Ramsar Convention by assisting the attainment of aims and targets of the Ramsar Strategic Plan 2016 – 2024.

Therefore, the Parties hereby agree as follows:

## **Article 1**

### **Purpose**

- 1.1 The Parties agree to establish the Nagao Wetland Fund (hereinafter the '**NWF**') with the aim to support the crucial and important efforts of the Administrative Authorities of Contracting Parties of the Ramsar Convention, local governments, researchers, non-governmental organizations and local communities of developing countries in the Asia-Oceania region to implement the Ramsar Convention and in particular, the Ramsar Strategic Plan 2016-2024. The NWF aims in particular to support projects concerning the conservation, restoration and wise use of wetlands, including communications, education and awareness, and also training for park rangers or staff working in wetland education centers.
- 1.2 With a view to achieving this aim, the NEF agrees to provide financial support to the Ramsar Secretariat through the NWF in accordance with this Memorandum of Understanding.

## **Article 2**

### **Obligations of the Parties**

- 2.1 The NEF undertakes to provide to the Ramsar Secretariat an annual amount of JPY 10,000,000 (ten million Japanese yens) corresponding to approx. USD 80,000 (eighty thousand United States Dollars) during this MOU for the NWF (the "**Funds**"). The first annual Fund payment shall be transferred to the account designated by the Ramsar Secretariat within thirty (30) days from the entry into force of this MOU. The subsequent annual Funds shall be transferred to the account designated by Ramsar Secretariat no later than the end of May of each year.
- 2.2 The Asia-Oceania Team within the Ramsar Secretariat, in due consultation with the NEF, as appropriate, will manage the NWF and provide regular updates in a timely and effective manner to the NEF on the use of the Funds provided and on the progress of the Projects contemplated in Article 1 above.

## **Article 3**

### **Administration of the NWF**

- 3.1 Each year, the Funds provided will be used to support three to four projects for a maximum amount of USD 20,000 (twenty thousand United States Dollars) per project (the "**Project**"). In principle, each Project will be implemented within a one year period, which period can be extended to a maximum of two years.
- 3.2 The Ramsar Secretariat shall administer the NWF and shall be entitled to use 10% of the Funds to cover administration costs.
- 3.3 The NEF and the Ramsar Secretariat shall constitute a selection committee composed by two representatives appointed by NEF and two members of the Asia-Oceania Team within the Ramsar Secretariat (the "**Selection Committee**"). The Selection Committee will select Projects

using clear and recognized criteria and a transparent, independent and accountable review process in line with the process used for the Ramsar Small Grants Fund.

#### **Article 4**

##### **Applications for the NWF**

- 4.1 Successful Project applications shall be designed to ensure that Project operations will contribute to the achievement of the specific objectives of the Ramsar Convention, in particular the achievement of the targets of the Ramsar Strategic Plan 2016-2024.
- 4.2 The Ramsar Secretariat shall make available an application form for the NWF based on the application for the Ramsar Small Grants Fund (Annex 1).
- 4.3 Without prejudice to the above, Project applications shall be eligible only if the total cost for equipment and salaries does not exceed 20% of the overall Project costs. In addition, the Project applications can include organization of workshops and the provision of reasonable hospitality for such workshops.

#### **Article 5**

##### **Entry into Force and Duration**

- 5.1 This MOU shall enter into force on 1<sup>st</sup> July 2016 and shall continue until 30<sup>th</sup> April 2021 (the “Initial Period”).
- 5.2 Unless terminated by written notice provided to the other Party at least sixty (60) days prior to the expiration of the Initial Period, the MOU shall be renewed for one additional period of five (5) years.

#### **Article 6**

##### **Limitation of Liabilities**

- 6.1 The Ramsar Secretariat shall not assume any liability for damages or loss resulting from injury to persons or property, arising out of or in relation to the execution of this MOU, except where such damage or loss was a result of the gross negligence or willful misconduct of Ramsar Secretariat.

#### **Article 7**

##### **Intellectual Property**

- 7.1 The Ramsar Secretariat and the NEF understand and acknowledge that the intellectual property, title rights, copyrights and all other rights whatsoever in nature in any material produced under the provisions of this MOU shall be vested jointly with the Ramsar Secretariat and the NEF. Any use of materials developed under, or as a result of, the terms of this MOU shall not be used subsequent to the termination of this MOU without written permission being granted by the Ramsar Secretariat and the NEF.
- 7.2 All outputs provided for in the framework of this MOU should explicitly refer to the Ramsar Convention and the NEF and prior written consent shall be sought and provided before the office logos of either the Ramsar Convention or NEF may be used.

**Article 8**  
**Jurisdiction and Dispute Resolution**

- 8.1 This MOU shall be governed by, construed and enforced in accordance with the laws of Switzerland.
- 8.2 Any dispute, controversy or claim arising out of, or in connection with this MOU or its subject matter or formation shall in the first place be settled by direct consultations and negotiations in good faith between the Ramsar Secretariat and the NEF. Failing such settlement, any dispute or claim shall be subject to the exclusive jurisdiction of the courts of Geneva, without prejudice to each Party's right to appeal to the Swiss Federal Tribunal.

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Dr. Ania Grobicki  
Acting Secretary General  
Secretariat of the Convention on Wetlands

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Prof Dr Ryutaro Ohtsuka  
President  
Nagao Natural Environment Foundation

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Date

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Date



## Annex 4

### **Agreement between the Steering Committee of the Ramsar Regional Centre – East Asia and the Secretariat of the Ramsar Convention on Wetlands, regarding their complementary roles and respective responsibilities**

#### **Introduction**

1. The Convention on Wetlands of International Importance (hereinafter termed the ‘Ramsar Convention’), is an intergovernmental treaty that provides the framework for national action and international cooperation for the conservation and wise use of wetlands and their resources.
2. The day-to-day coordination of the Convention’s activities is carried out by a Secretariat (hereinafter termed the ‘Ramsar Secretariat’) based in Gland, Switzerland. The Ramsar Secretariat supports the Ramsar Convention’s Contracting Parties and partners to implement the Convention’s Strategic Plan, namely to address the drivers of wetland loss and degradation, effectively conserve and manage the Ramsar Site Network, and ensure the wise use of all wetlands.
3. The Ramsar Regional Centre – East Asia (hereinafter termed the ‘RRC-EA’) works to enhance the implementation of the Ramsar Convention primarily in East Asia and also in Southeast Asia. This is done through *inter alia*, capacity building, awareness raising, enhancing cooperation and networking, and providing technical and financial support.
4. The RRC-EA is fully endorsed as a regional initiative under the Ramsar Convention based on Decisions SC40-18 (2009) and Decision SC46-13 (2013) of the Standing Committee of the Ramsar Convention, as fully meeting the Operational Guidelines for Regional Initiatives operating within the framework of the Ramsar Convention.
5. The work of the RRC-EA has grown to provide support to 17 countries in East Asia and also in South-east Asia. It has also developed cooperation with a number of organizations in the region.
6. This written agreement has been developed in accordance with paragraph 6 of the ‘Operational Guidelines 2013-2015 for Regional Initiatives in the framework of the Convention on Wetlands’ approved by Decision SC46-28 (2013) of the Standing Committee which states that:

“The complementary roles of the coordinating mechanisms of Regional Initiatives and the Ramsar Secretariat, including their respective responsibilities, may be defined in written arrangements, if agreed by all participating Contracting Parties.”

#### **Coordination between the RRC-EA and the Ramsar Secretariat**

7. The Steering Committee of the RRC-EA is the governing mechanism of the Initiative. It will ensure:
  - a) effective coordination between the RRC-EA, acting regionally, and the Ramsar Secretariat, acting globally and being responsible to the Standing Committee and the Ramsar Conference of the Parties (COP);

- b) that the RRC-EA will describe itself as an operational means to provide support for the implementation of the Strategic Plan and objectives of the Ramsar Convention, and present itself with its own identity, in order to avoid any confusion between the roles of Regional Initiatives, the Ramsar Administrative Authorities at national level, and the Ramsar Secretariat at international level. Practical means of achieving this include the adoption of a specific logo, to be used in combination with the Ramsar logo, and the establishment and regular updating of a specific website;
  - c) that the RRC-EA provides regular reports on their progress to the Ramsar Secretariat, the Standing Committee and the COP as required;
  - d) that the RRC-EA establish mechanisms that assure a minimal coordination between the Contracting Parties and other members participating in the Initiative.
8. The Ramsar Secretariat will:
- a) endeavour to the best of its ability and the availability of its human and financial resources, to assist Regional Initiatives, including through mobilization of additional resources.
  - b) will maintain regular links with the RRC-EA and provide advice so that global Ramsar guidelines are applied and that the strategic and operational targets of the RRC-EA are aligned with the Convention's Strategic Plan.

#### **Governance of the RRC-EA**

9. The Contracting Parties to the RRC-EA will approve the formation of the Steering Committee which will be the governance and advisory mechanism for the RRC-EA, and will work to provide coordination, guidance and insight for its work.
10. The Steering Committee will:
- a) operate independently and be responsible through its work and reporting to all members that constitute the RRC-EA (Contracting Parties and other members), not only to the host country or body;
  - b) operate in an equitable and transparent manner following operational procedures that are based on written, commonly agreed statutes, terms of reference, rules of procedure, or operational guidance;
  - c) inform the Ramsar Secretariat of its establishment and submit a list of its composition, statutes, terms of reference, rules of procedure, or other written regulations for the governance and coordination of the RRC-EA with the Secretariat, as well as the minutes and decisions taken by all meetings of the governance body;
11. The Ramsar Secretariat will provide assessment reports on the activities of the RRC-EA to the Standing Committee and the Conference of the Parties, and shall oversee their general policies relating to the implementation of the Convention.

#### **Substantive elements of the work of the RRC-EA**

12. The Steering Committee will ensure that the RRC-EA:

- a) is based on a bottom-up approach, to serve the interests of all Contracting Parties of the specific region covered by the RRC-EA, and that support from all such Contracting Parties is sought from the start;
- b) involves the participation, from the start, not only of the Administrative Authorities responsible for the implementation of the Convention in the relevant countries, but also of all other relevant stakeholders with an interest in and directly or indirectly responsible for wetland issues, including the ministries responsible for environment and water issues, intergovernmental bodies, Ramsar International Organization Partners ((hereinafter termed the 'IOPs'), other NGOs, academia, river basin commissions, local communities, and economic actors;
- c) bases its operation on the development of networks of collaboration established upon a clearly defined framework, thus creating an enabling environment for the involvement of all stakeholders at all levels;
- d) from an early stage, should seek collaboration with other intergovernmental or international partners and Ramsar IOPs operating in its region, by establishing complementary and non-duplicative activities. The establishment of such collaborations should be reported to the Secretariat;
- e) focuses its operation upon making optimal use of the Ramsar tools (frameworks, guidelines, guidance, methodologies, etc.) published in the Ramsar Handbooks, Technical Reports, and Briefing Notes series, and it should be based upon strong scientific and technical backing provided by relevant institutions which should be recognized as partners in the Initiative. The use of specific Ramsar guidance should be reported to the Ramsar Secretariat;
- f) will have strategic and operational targets that are fully aligned with the Strategic Plan of the Ramsar Convention by means of policy, site technical work, and activities including training, such as on the development of national wetland inventories and multi-sectoral national wetland committees in order to implement the Strategic Plan;
- g) raises the visibility of the Ramsar Convention and the general awareness of Ramsar objectives. Specific activities in the fields of communication, education and participatory processes with relevant stakeholders are included in the work plans. The outcomes of such activities should be communicated to the Ramsar Secretariat for use by the Ramsar CEPA Oversight Panel;
- h) supports the further development of the work of the Convention's Scientific and Technical Review Panel ((hereinafter termed the 'STRP') through cooperation with STRP national focal points in the region, STRP members and experts, and through synergies to be established at all possible levels of the activities undertaken by the RRC-EA.

### **Financial and other support**

13. The Steering Committee will ensure that the RRC-EA receives:

- a) political support from all participating Contracting Parties, as well as financial support from at least one or more Contracting Parties and other relevant partners in the region;

- b) substantial support from the host country and that a hosting agreement is signed, in order to provide sufficient independence of operation of the RRC-EA in terms of staffing, accounting and fundraising.

### **Reporting and evaluation**

14. The Steering Committee will ensure that the RRC-EA:

- a) submits progress reports to the Secretariat, according to a standard format, in time to allow adequate reporting to the next meeting of the COP;
- b) submits annual reports of progress and financial status to the Ramsar Secretariat in time for the preparation of the annual meeting of Standing Committee.

15. The Ramsar Secretariat will coordinate periodic assessments and reviews of the RRC-EA according to specific rules to be approved by the Standing Committee. These review procedures will assure that the RRC-EA is operating within the framework of agreed work plans and following the approaches approved by the Ramsar Convention through COP decisions.

Signature: .....

Signature: .....

Name: .....

Name: .....

Date: .....

Date: .....

Dr. Srey Sunleang,  
Chair, Steering Committee  
Ramsar Regional Centre – East Asia

Dr. Ania Grobicki,  
Acting Secretary General  
Secretariat, Ramsar Convention on Wetlands

## Annex 5

### Proposed MOU between Ramsar and UN-Habitat on the Wetland City Accreditation of the Ramsar Convention

#### PREAMBLE:

**WHEREAS**, the United Nations Human Settlements Programme (hereinafter referred to as “**UN-Habitat**”), established by the General Assembly of the United Nations by its resolution 32/162 of 19 December 1977, transformed into a Programme by its resolution 56/206 of 21 December 2001, having its Headquarters in Nairobi, Kenya. UN-Habitat is the coordinating agency within the United Nations System for human settlement activities, the focal point for the monitoring, evaluation and implementation of the Habitat Agenda, as well as the task manager of the human settlements chapter of Agenda 21, and, in collaboration with governments is responsible for promoting and consolidating collaboration with all partners, including local authorities and private and non-governmental organizations in the implementation of the Habitat Agenda and the 2030 Agenda for Sustainable Development Goals (SDGs) in particular, Goal 11 of “*Making cities and human settlements inclusive, safe, resilient and sustainable*”;

**WHEREAS**, the Ramsar Convention, (hereinafter referred to as “**Ramsar**”), is the single most important intergovernmental forum on wetland conservation and sustainable use issues. According to the Convention's mission statement, the Contracting Parties agree to “*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*”. 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. There are as of May 2016 169 Contracting Parties to the Convention, with 2,240 wetland sites, totalling 215,240,112 ha, designated for inclusion in the List of Wetlands of International Importance. Since its inception, the Convention has progressively developed its scope and approach to address the sustainable utilization of wetland resources in the context of integrated territorial and water resource planning and management. The work of the Convention is organized around three pillars: i) the wise use of all wetlands through national plans, policies and legislation, management actions and public education; ii) the designation and sustainable management of suitable wetlands for inclusion on the list of Wetlands of International Importance; and iii) international cooperation on transboundary wetlands and shared species. Under Sustainable Development Goal 6 on water and sanitation, wetlands appear within Target 6.6 “*By 2020, protect and restore water-related ecosystems, including mountains, forests, wetlands, rivers, aquifers and lakes*”. Wetlands are also been mentioned in Target 15.1 of SDG 15 on land ecosystems and biodiversity: “*By 2020, ensure the conservation, restoration and sustainable use of terrestrial and inland freshwater ecosystems and their services, in particular forests, wetlands, mountains and drylands, in line with obligations under international agreements*”;

**WHEREAS**, UN-Habitat and Ramsar, (hereinafter collectively referred to as the “**Parties**” and individually as the “**Party**”), acknowledge and confirm their commitment to work together and collaborate in relevant areas, including, but not limited to: wetland wise use, wetland and biodiversity conservation, wetland and urbanization, poverty reduction, environmental protection, urban planning, catchment management, improving legislative, institutional and financial frameworks, building capacity in wetland, water and sanitation service provider agencies, local authorities and communities for local wetland governance and urban management;

**ACKNOWLEDGING** that Ramsar’s general commitments set out by the Contracting Parties,

as of March 2016, meeting every three (3) years as the Conference of the Parties (COP), identify priorities for action through the adoption of a sexennial Strategic Plan, while the Ramsar Secretariat builds partnerships with institutions based, in particular, around the Changwon Declaration Principles adopted at Ramsar COP10, which has set a focus on: (a) Wetlands and biodiversity; (b) Wetlands and climate change; c) Wetlands and agriculture; d) Wetlands and water quality & human health; (e) Wetlands and tourism & economic development; of) and Wetlands and urbanization;

**RECALLING** the 11th Meeting of the Conference of the Parties ("COP11") adopted Resolution XI.11 on the *Principles for the sustainable planning and management of urban and peri-urban wetlands* recognizing that the said *Principles* can also be applied to spatial planning and management in rural areas, as appropriate, and it urges Contracting Parties and other governments to act upon these Principles. Resolution XI, 11 also asked the Ramsar to explore establishing a "wetland city accreditation" system, which may in turn provide positive branding opportunities for cities that demonstrate strong and positive relationships with wetlands;

**TAKING NOTE** that Ramsar developed the Framework for the Wetland City accreditation and that this accreditation would encourage cities that are close to and depend on wetlands, primarily Wetlands of International Importance, but also other wetlands, to establish a positive relationship with these wetlands through increased participation and awareness and consideration of wetlands in local planning and decision making. The Wetland City accreditation of the Ramsar is so labeled in order to promote the conservation and wise use of wetlands and regional and international co-operation, as well as to generate sustainable socio-economic benefits for the local populations;

**WHEREAS**, A candidate city for the Wetland City accreditation would be approved as an accredited Wetland City by an Independent Advisory Committee, after being proposed by the Contracting Party on whose territory it stands and completing the accreditation procedure. Newly accredited cities join the global network of Wetland Cities established by this framework. Accreditation as a Wetland City of Ramsar is not intended to confer any legal rights or legal obligations on the city or the Contracting Party. The aim of this Framework is to improve the local authority or authorities' work with wetlands. This includes promoting conservation and wise use of wetlands within the local authorities' boundaries, and when relevant, Ramsar Sites;

**NOW, THEREFORE**, the Parties have entered into the present Memorandum of Understanding (hereinafter referred to as the "MOU") in a spirit of trust and cooperation and hereby agree as follows.

## **ARTICLE I**

### **Scope and Purpose**

The purpose of this MOU is to provide a framework of cooperation and understanding and to facilitate collaboration between the Parties to further their shared goals and objectives relating to the Framework for the Wetland City accreditation.

## **ARTICLE II**

### **Areas of Cooperation**

1. Subject to Article IV herein below, the parties have agreed to jointly cooperate in the following areas:
  - (a) Provide a framework for cooperation and understanding and to facilitate the collaboration between the Parties with the objective to support the Framework for

the Wetland City accreditation and leading the Independent Advisory Committee of the Wetland City accreditation scheme who shall review the applications and decide whether to accredit proposed cities;

- (b) Contribution to global sustainable development and the conservation, protection and support of Ramsar Sites, other wetlands and natural resources, the resilience of urban systems, wetlands, wellbeing of citizens and greening the economy;
- (c) Strengthen the cooperation between the Parties on a global level to identify areas for such cooperation; and to develop program and project activities to implement the shared objectives of the two partners;
- (d) Provide a framework for the cooperation of regional entities of both Parties and encouraging such partnerships for more detailed project specific agreements;
- (e) Preparation and execution of studies, and promotion and development of projects and programmes particularly in the fields of Wetlands and Cities and sustainable development;
- (f) Organizing and conducting research, conferences, symposia, seminars and other meetings related to wetland and cities, and conservation and sustainable development; and
- (g) Exchange of necessary data on wetlands and cities the conservation and wise use of urban and peri urban Ramsar Sites and other wetlands.

### **ARTICLE III**

#### **Implementation of the Memorandum and Financial Arrangements**

1. The Parties shall not undertake any actions, incur any expenses or make any commitments, financial or otherwise, which would be inconsistent with:
  - (a) This MoU;
  - (b) Any existing agreements or commitments which either Party has entered into prior to the signing of the MOU;  
and
  - (c) The respective Party's regulations, rules, policies and procedures, including, as necessary, the approval of their internal governing bodies.
2. This MoU sets out the general framework of cooperation between the Parties and does not obligate either Party to provide any funds for the other Party, in performing any responsibilities or engaging in any acts under this Memorandum of Understanding, each Party shall bear its own costs.
3. Nothing in this MoU shall obligate either of the Parties to appropriate funds, or enter into any contract, agreement or other obligation except as set forth in this Memorandum of Understanding or as they may mutually agree in writing.
4. In the case of contributions by one Party to the other Party in support of particular activities, the appropriate financing arrangements shall be established in writing, specifying the costs or expenses relating to the activity, how they are to be borne by the Parties and the

arrangements of transferring funds from one Party to the other.

**ARTICLE IV**  
**Consultations**

1. The Parties agree to keep each other informed and, where necessary, consult on matters of common interest, which in their opinion are likely to lead to mutual collaboration.
2. The Parties agree to convene joint co-ordination meetings to agree on programmes of activities, and to review the progress of activities being carried out under this Memorandum of Understanding at such intervals as they deem appropriate.

**ARTICLE V**  
**General Responsibilities of the Parties**

1. The Parties undertake to work together in the achievement of the objectives of this collaboration in good faith and in a spirit of friendly cooperation, as set out in this MoU.
2. The Parties shall collaborate in raising awareness and keeping the other party informed of policies that may affect the Initiative.
3. The Parties shall refrain from any action that may adversely affect the interests of the other Party and fulfill their commitments with fullest regard to the terms and conditions of this MoU and the principles of the United Nations and UN-Habitat.
4. Each party shall nominate a focal point for this collaboration as stated under **Article XVIII** ("**Notices**") herein below.
5. The Parties may exchange information and consult each other, as necessary and appropriate, in the interest of identifying additional areas in which effective and practical cooperation may be possible as means of carrying out joint activities and programmes within the framework of this MoU.

**ARTICLE VI**  
**Responsibilities of UN-Habitat**

1. Subject to Article III herein above, the specific responsibilities of UN-Habitat are as follows:
  - (a) Chair the work of the Independent Advisory Committee of Wetland City accreditation;
  - (b) Provide technical support to the Independent Advisory Committee of Wetland City accreditation to review the applications and decide whether to accredit proposed cities;
  - (c) In consultation with Ramsar, assist the Independent Advisory Committee in completing accreditation decisions within the timeframe and using the criteria outlined in the Annex to Resolution XII.10;
  - (d) Assist Ramsar, as appropriate, in mobilizing funding for a long term wetland City Accreditation Programme for the wise use of urban and peri urban wetlands



**ARTICLE VII**  
**Responsibilities of Ramsar**

1. Subject to Article III herein above, the specific responsibilities of Ramsar are as follows:
  - (a) Assist with the organization of the Independent Advisory Committee meetings. Collect proposals from Contracting Parties and submit them to the Independent Advisory Committee;
  - (b) The Ramsar Standing Committee review the report of the Independent Advisory Committee listing those cities approved for accreditation and transmit it to the Conference of the Parties;
  - (c) The Ramsar Secretary General provides the Contracting Party with an accreditation certificate, containing the Ramsar Convention logo, for the Wetland City;
  - (d) Collaborate with UN-Habitat to develop and implement wetlands an urbanisation related projects/programmes within the framework of the Wetland City Accreditation; and
  - (e) Consult UN-Habitat in mobilizing funding for a long term wetland City Accreditation Programme for the wise use of urban and peri urban wetlands

**ARTICLE VIII**  
**Applicability of United Nations Regulations and Rules**

1. In the event that the Parties through separate agreements undertake to carry out specific projects, The United Nations Regulations, Rules, Policies and Practices shall be applicable to project activities in any respect, including engagement of staff consultants, procurements and audit if the project is executed by either Party.

**ARTICLE IX**  
**Monitoring, Evaluation**

1. The Parties shall maintain regular close consultations to monitor and review the progress of the partnership.
2. The Parties shall share with each other, all relevant information and documents, including research, reports and any other information related to the partnership.
3. The Parties, may, wherever possible and appropriate, undertake joint missions with respect to the partnership

**ARTICLE X**  
**Copyright, Patents and other Propriety Rights**

UN-Habitat shall be entitled to all intellectual property and other proprietary rights including but not limited to patents, copyrights, and trademarks, with regard to products, or documents and other materials which bear a direct relation to or are produced or prepared or collected in consequence of or in the course of the execution of this Agreement.

**ARTICLE XI**  
**Use of the Name, Emblem or Media**

1. Neither Party will use the name or emblem of the other Party, or an abbreviation thereof, in connection with its business or otherwise, without the express prior written permission by a duly authorized representative of the Party in each case.
2. Neither Party has the authority, express or implied, to make any public statement on behalf of other Party and all press releases issued in relation to this MoU shall be approved in writing in advance by the Parties before being issued.

**ARTICLE XII**  
**Settlement of Disputes**

Any disputes between UN-Habitat and Ramsar relating to the interpretation of this MOU that is not settled by negotiation or other agreed mode of settlement will be referred at the request of either party of final decision to a tribunal of three arbitrators, one to be named by the Secretary-General of the United Nations, one to be named by Ramsar, and the third, who will be the Chairperson, to be chosen by the first two: if either party fails to appoint an arbitrator within 60 days of appointment by the other party, or if these two arbitrators should fail to agree on the third arbitrator within 60 days of their appointment, the President of the International Court of Justice may make any necessary appoints, at the request of either party. However, any such dispute that involves a question regulated by the Convention on the Privileges and Immunities of the United Nations will be dealt with in accordance with Section 30 of that Convention.

**ARTICLE XIII**  
**Privileges and Immunities**

Nothing in or relating to this Agreement shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including UN-Habitat.

**ARTICLE XIV**  
**Termination**

1. This MoU may be terminated by either Party giving the other party a written notice of thirty (30) days prior to its intention to terminate. In the event of termination, the Parties will take the appropriate steps to bring activities under this MoU to a prompt and orderly conclusion.
2. The termination of this MoU shall not affect any other agreement already entered into by either Party.

**ARTICLE XV**  
**Amendments**

This MoU may be modified by written agreement between the Parties hereto. Any relevant matter for which no provision is made in this MoU will be settled by the Parties in keeping with the general objectives of the MoU and in a manner that is conducive to continued good relations.

**ARTICLE XVI**  
**Entry into Force and Duration**

1. This MOU shall enter into force on the date of signature and shall remain valid until terminated in writing by either party as outlined in **Article XIV** ("**Termination**") above.

**ARTICLE XVII**  
**Force Majeure; Other Changes in Conditions**

1. In the event of and as soon as possible after the occurrence of any cause constituting force majeure, UN-Habitat shall give notice and full particulars in writing to Ramsar, of such occurrence or change if UN-Habitat is thereby rendered unable, wholly or in part, to perform its obligations and meet its responsibilities under this Agreement. Ramsar shall also notify UN-Habitat of any other changes in conditions or the occurrence of any event, which interferes or threatens to interfere with its performance of this Agreement. On receipt of the notice required under this Article, Ramsar shall take such action as, in its sole discretion; it considers to be appropriate or necessary in the circumstances, including the granting to UN-Habitat of a reasonable extension of time in which to perform its obligations under this Agreement.
2. If UN-Habitat is rendered permanently unable, wholly, or in part, by reason of force majeure to perform its obligations and meet its responsibilities under this Agreement, Ramsar shall have the right to suspend or terminate this Agreement on the same terms and conditions as are provided for in Article XII, "Termination", except that the period of notice shall be three (3) weeks instead of three (3) months.
3. Force majeure as used in this Article means acts of God, war (*whether declared or not*), invasion, revolution, insurrection, or other acts of a similar nature or force.

**ARTICLE XVIII**  
**Notices**

All notices and communications to each party required under or related to this MOU shall be forwarded to the respective addresses of each party, as follows:

<p>(a) For UN-Habitat</p> <p>For Operational Matters: Mr. Rafael Tuts</p> <p>Coordinator, Urban Planning and Design Branch P.O. Box 30030, Nairobi, 00100 Kenya</p> <p>Telephone: +254 20 762 3726</p> <p>E-mail : <a href="mailto:raf.tuts@unhabitat.org">raf.tuts@unhabitat.org</a></p>	<p>(b) For Ramsar</p> <p>For Operational Matters: Mr. Paul Ouedraogo</p> <p>Senior Advisor for Africa 28 rue Mauverney, CH-1196 Gland (Switzerland)</p> <p>Telephone. +41 22 9990164; Facsimile: +41 22 999 0169</p> <p>E-mail: <a href="mailto:ouedraogo@ramsar.org">ouedraogo@ramsar.org</a></p>
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**ARTICLE XIX**  
**Confidential Nature of Documents**

1. Information that is considered proprietary by either Party or that is shared or disclosed to the other, and is designated as confidential, shall be held in confidence by that Party and shall be used for the purpose for which it was disclosed.

**ARTICLE XX**  
**Conflict of Interest**

1. The Parties hereto warrant that at the time of signing this MoU no conflict of interest exists or is likely to arise in the implementation of its obligations under this MoU.
2. If a conflict of interest arises or appears likely to arise during the duration of this MoU, the parties hereto shall:
  - (a) Immediately notify each other;
  - (b) Make full disclosure of all relevant information relating to the conflict; and
  - (c) Take such steps as reasonably required to resolve or otherwise deal with the conflict.

**ARTICLE XXI**  
**Legal Status of the Parties**

1. Nothing contained in or relating to this MoU shall be construed to create a partnership, a joint venture, employment or agency relations between the Parties.
2. The officials, representatives, employees, or subcontractors of either Party shall not be considered in any respect as being employees or agents of the other Party.
3. The collaboration between the Parties under this MoU shall be on a non-exclusive basis.

**IN WITNESS WHEREOF** the Undersigned representative of UN-Habitat and Ramsar have signed this MoU in two (2) originals at the place(s) and on the date(s) herein below indicated.

For UN-Habitat	For Ramsar
<p>_____</p> <p>Raf Tuts Coordinator, Urban Planning and Design Branch</p> <p><b>Place: Nairobi, Kenya</b></p> <p><b>Date:</b> _____</p>	<p>_____</p> <p>Dr. Ania Grobicki Acting Secretary General</p> <p><b>Place: Gland, Switzerland</b></p> <p><b>Date:</b> _____</p>



## Ramsar financial matters 2014/2015

### Actions requested:

Standing Committee is invited to note the contents of this report and:

- a. review the 2014 surplus allocations and approve the use of the remaining surplus of CHF 6,000; and
- b. review the attached 2015 draft financial statements as of 31 December 2015, note the 2015 deficit, and approve the Acting Secretary General's proposals to eliminate the 2015 deficit.

1. The audit of the 2015 accounts was completed by PricewaterhouseCoopers on 26 April 2016. Attached at Annex 1 are the 2015 financial statements (in the required Swiss reporting format) as of 31 December 2015.
2. Attached at Annex 2 is a summary of the approved 2015 core budget, actual income and expenditure at 31 December 2015 against what was budgeted at the 48<sup>th</sup> Meeting of the Standing Committee (SC48). These are presented in the Ramsar reporting format.

### 2014 Surplus Allocations

3. Table 1 shows the 2014 surplus allocations approved through decision SC51-22, the actual expenditure on each activity, and a remaining balance of CHF 6,000. A proposal for the use of the remaining balance is presented in paragraph 7.

**Table 1: SC51 approved 2014 surplus allocations ('000 CHF, includes rounding errors)**

SC51 Approved			
Description	Budget	Actual	Variance
<b>Core Surplus</b>	<b>459</b>	<b>459</b>	<b>0</b>
<b>Committed:</b>			
ENB (COP12 support)	50	49	-1
Ramsar Advisory Missions (Nicaragua)	25	25	0
Staff provision	94	94	0
COP12 sponsored delegate support (reserve fund repayment)	125	129	4
SC51, 23-27 November 2015	155	146	-9
Support for website development	10	10	0
<b>Remaining Balance</b>	<b>0</b>	<b>6</b>	<b>6</b>

## 2015 results – core budget

4. Note: the financial statements are as of 31 December 2015.
5. The 2015 core budget summary is attached at Annex 2. It shows approved budget, actual income and expenditure, and variance between actuals and budget.
6. Prior to provisions, there was an overall core surplus of CHF 238,000. However, Line item K of the 2015 core budget (Miscellaneous – Reserve Fund) shows actual expenditure of CHF 685,000, against a budgeted expenditure of CHF 110,000, resulting in a deficit of CHF 575,000 for the item. Annex 2 therefore shows an overall deficit of CHF 337,000 in the 2015 core budget. Table 2 below provides a summary of this.

**Table 2: Core deficit summary ('000 CHF, includes rounding errors)**

Cost Centre		Comment
Income	(12)	Interest
Senior Management	48	Salary and Education Allowance
Regional Advice and Support	121	Salary 106k, Travel 15k
Admin	40	Salary
Other	41	
<b>Subtotal</b>	<b>238</b>	<i>Surplus before provisions</i>
<b>KMISC, Provisions</b>		
Termination, Leave, Repatriation	(95)	
Bad debt	(208)	
Legal Services	(11)	
FX Unrealised Loss	(261)	
<b>Subtotal</b>	<b>(575)</b>	<i>Provisions and FX unrealised losses</i>
<b>Total</b>	<b>(337)</b>	<i>Overall deficit</i>

7. The following points are highlighted for the Standing Committee's information:
  - a. Income was generally as budgeted except for interest which was CHF 11,000 under budget. This was due to the general economic situation in Europe and low interest rates.
  - b. Overall salary costs were CHF 218,000 under budget (7% under budget). This was due to:
    - i. 50% of Regional Officer-Oceania unused in 2015 (CHF 40,000);
    - ii. accrual of Regional Officer-Oceania 2014 (CHF 85,000);
    - iii. delayed start of IT Officer (CHF 40,000);
    - iv. delayed start of Deputy Secretary General (CHF 15,000);
    - v. unused education allowance (CHF 40,000); and
    - vi. other minor adjustments (CHF -2,000).
  - c. No IUCN-imposed cost-of-living increases or any other salary increases have come into effect since 2011.
  - d. Allocations of CHF 106,800 were made to Ramsar Regional Initiatives as agreed at SC49 (Decision SC49-03) and reported at SC51. Additionally, CHF 13,200 was used for the Ramsar Regional Initiatives meeting prior to SC51 as agreed by the Executive Team in August 2015. These two items total CHF 120,000 as per the approved SC48 budget.



- e. The deficit of CHF 575,000 against Line item K of the 2015 core budget (Miscellaneous – Reserve Fund) reflects a number of contributing factors:
  - i. **Line item K.ii.** There were significant exchange losses of CHF 261,000. The Swiss National Bank removed the Swiss Franc to Euro ceiling on 15 January 2015 resulting in a significant increase in the value of the Swiss franc currency against other reserves. As the Secretariat was holding USD 2,600,022, EUR 828,237, and NOK 4,428,424, there was a realised loss relating to these currencies.
  - ii. **Line item K.ii.** The actual provisions for staff termination, staff leave and staff repatriation were CHF 95,000 over the budgeted amount of CHF 50,000. (An increase in a provision has the same impact as “expenditure” on the income statement and negatively affects the budget.)
  - iii. **Line item K.ii.** The total of the above two provisions (CHF 261,000 and CHF 95,000) resulted in an overall CHF 356,000 deficit on this line item.
  - iv. **Line item K.iv.** The provision for bad debts (outstanding contributions) was calculated at CHF 691,000. This was an increase of CHF 208,000 of the existing bad debt provision of CHF 483,000 in 2015. There was no budget for this provision as outstanding contributions were not forecast to increase over the period. The Secretariat is taking this issue very seriously and will work with Parties to rectify the situation over the coming year to SC53. For more information, see document SC52-19 *Contracting Parties with outstanding annual contributions*.
8. Due to the overall deficit of CHF 337,000, the reserve fund decreased at the end of 2015 to CHF 372,000, which is 7.3% of annual core budget. This figure was near the minimum level of 6% of the annual core budget, as decided at COP11 (Resolution XI.2 *Financial and Budgetary Matters* paragraph 21.c).

#### **Addressing the 2015 deficit and reserve fund**

9. Annex 3 shows the core budget for 2016 approved by SC51. The Standing Committee decided to set aside CHF 278,000 in item K of the 2016 budget for Reserve Fund provisions (Miscellaneous – Reserve Fund (Annex 3, line item K.i.)). The extraordinarily high provision is primarily due to core budget salary savings from two vacant positions in 2016 (the Secretary General and Head of Partnerships). It is anticipated that a good portion of these funds will be available to restore the reserve fund at the end of 2016. Thus, for example, if CHF 40,000 is reserved for “normal” 2016 provisions requirements (bad debt and staff provisions), CHF 238,000 would remain to restore the reserve fund at the end of 2016.
10. Additionally, the 2014 remaining surplus of CHF 6,000, as reported in Table 1, can also be used to restore the 2016 reserve fund.
11. In this scenario, the reserve fund would be restored to CHF 616,000, which is equal to 12.1% of core budget (see Table 3). This is a much healthier and more sustainable level than the CHF 372,000 shown in Annex 2 for the end of 2015.

**Table 3: Proposal to restore the Reserve Fund ('000 CHF)**

<b>Reserve Fund, end 2015</b>	<b>372</b>
2014 surplus, remaining balance	6
2016 provision (budgeted)	238
<b>Reserve Fund, end 2016</b>	<b>616</b>

**2015 results: non-core budget and voluntary contributions**

12. CHF 420,700 non-core voluntary contributions were received in 2015 for sponsored delegates to attend COP12 in Punte del Este, Uruguay. The contributions are listed in Table 4.

**Table 4: COP12 Fundraising, Sponsored Delegates, CHF**

<b>Donor</b>	<b>Amount CHF</b>	<b>Currency</b>
Star Alliance	13,566	EUR 12,995
Australia	29,660	AUD 40,000
Austria	5,166	EUR 5,000
Canada	30,000	CAD 40,000
Finland	20,807	EUR 20,000
Germany	10,479	EUR 10,000
Korea (Republic of)	23,750	USD 25,000
Netherlands	8,070	EUR 7,500
Norway	40,847	NOK 340,000
Sweden	55,684	SEK 500,000
Switzerland	115,000	CHF 115,000
UNEP-ROWA	12,949	CHF 12,950
Other funds (note 1)	54,711	CHF 54,700
<b>Total</b>	<b>420,688</b>	

Note 1: Other funds = remaining amounts from other funding with agreement to use for sponsored delegates.

13. The United States of America voluntarily contributed CHF 1,149,575 (USD 1,150,000). CHF 1,065,800 was for the Secretariat core budget and CHF 83,775 was for non-core projects through the Wetlands for the Future Fund.
14. An additional CHF 618,000 of voluntary cash contributions were received in 2015. CHF 259,000 came from Danone for its continuing commitment to help Ramsar communicate its mission (specifically, to promote human well-being and healthy wetlands), CHF 100,000 from the Government of Switzerland for COP12 translation, CHF 177,000 from MAVIA for conservation of the natural and cultural heritage in wetlands, CHF 41,000 from the Convention on Biological Diversity for a publication on maintaining the capacity of biodiversity to continue to support the water cycle. South Korea (CHF 7,680), Japan (CHF 24,300), Norway (CHF 8,500) and Star Alliance (CHF 17,000) variously supported regional meetings.
15. The budget approved at COP11 anticipated voluntary non-core contributions of CHF 13.4 million over the triennium to fund the priority activities for 2013-2015 (see Annex 4). CHF 5.3 million of this was planned for 2015; however the 2015 voluntary non-core contributions were in fact much lower, at CHF 1.2 million, as shown in Annex 1, Appendix A.

## 2015 balance sheet

16. Annex 1 shows the balance sheet as at 31 December 2015. The Secretariat had an overall CHF equivalent cash balance of CHF 4,652,368 in the following currencies: CHF 678,542, EUR 828,237 (CHF equivalent 896,657), USD 2,600,022 (CHF equivalent 2,576,115) and NOK 4,428,424 (CHF equivalent 501,052). In January 2015, the Swiss Franc increased in value against most global currencies and as a result of holding foreign currencies, there was a significant foreign exchange loss of CHF 261,000.
17. When taken together, cash and accounts receivables were sufficient to cover all of the Secretariat's obligations (debt) at the end of 2015. As the trend of non-payment of outstanding contributions continues to increase, the Secretariat will monitor its cash position to ensure it maintains its position as a going concern.
18. For further discussion on proposals for a resolution related to non-payment of contributions please see Document SC52-19.

## Annexes

1. Audited financial statements as of 31 December 2015 (Swiss reporting format)	6
2. 2015 core results, with SC48 approved budget, actuals and variance from approved budget	10
3. SC51-approved 2016 budget	11
4. Non-core budget from 2013-2015 triennium (Annex III of Resolution XI.2)	12

**Annex 1****Audited financial statements as of 31 December 2015 (Swiss reporting format)****BALANCE SHEET AS OF 31 DECEMBER**

<i>in thousands of Swiss Francs (CHF '000s)</i>		Notes	2015	2014
<b>ASSETS</b>				
<b>Current assets</b>				
Cash and short term bank deposits			4,652	6,443
Contracting party receivables (net)	6		658	460
Other account receivables	7		88	11
<b>Total current assets</b>			<b>5,398</b>	<b>6,914</b>
<b>Fixed assets (net)</b>				
Office furniture and computer equipment at cost			82	101
Less: accumulated depreciation	9		(48)	(61)
<b>Total non-current assets</b>			<b>34</b>	<b>40</b>
<b>TOTAL ASSETS</b>			<b>5,432</b>	<b>6,954</b>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>Current liabilities</b>				
Amounts owed to IUCN			775	514
Other payables	8		630	839
Accrued liabilities			293	381
<b>Total current liabilities</b>			<b>1,698</b>	<b>1,734</b>
<b>Provisions</b>				
Staff repatriation	5		124	128
Staff leave	5		165	123
Staff termination	5		227	128
<b>Total provisions</b>			<b>516</b>	<b>379</b>
<b>Fund and Reserves</b>				
Unrestricted reserve fund	11		372	709
Restricted projects	12		2,846	4,131
<b>Total fund and reserves</b>			<b>3,218</b>	<b>4,841</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>			<b>5,432</b>	<b>6,954</b>

**STATEMENT OF INCOME AND EXPENDITURE**  
for the year ended 31 December

		2015			2014		
	Notes	Core Funds	Restricted Projects	Total	Core Funds	Restricted Projects	Total
in thousands of Swiss Francs (CHF '000s)							
Income							
External Income:							
Contributions from Contracting Parties		3,779	-	3,779	3,779	-	3,779
US Voluntary Contributions		1,066	84	1,150	1,066	12	1,078
African Voluntary Contributions		1	8	9	-	2	2
Project Income		-	1,125	1,125	-	2,007	2,007
Swiss Tax Rebates	10	222	-	222	168	-	168
Total external income		5,068	1,217	6,285	5,013	2,021	7,034
Transfer between core and projects		(287)	287	-	(270)	270	-
Total Income		4,781	1,504	6,285	4,743	2,291	7,034
Expenditure							
Operating Expenditure:							
Communications (Outreach)		(590)	(444)	(1,034)	(660)	(293)	(953)
Regional Advice, Initiatives and Support		(1,230)	(324)	(1,554)	(1,365)	(562)	(1,927)
Scientific and Technical Services		(158)	(15)	(173)	(139)	(90)	(230)
Partnerships		(251)	(526)	(777)	(228)	-	(228)
Management, Operations and Support		(2,426)	(1,484)	(3,910)	(1,870)	(682)	(2,552)
Total Operating Expenditure		(4,655)	(2,793)	(7,448)	(4,261)	(1,628)	(5,889)
Net Surplus/(Deficit) before Financial Income/Expenditures		126	(1,289)	(1,163)	481	663	1,145
Other Income/(Expenditures):							
Financial Income	4	74	14	88	107	38	145
Financial Expenses	4	(329)	(10)	(339)	(31)	(6)	(37)
Provisions and write-offs (expense)	6	(208)	-	(208)	(98)	-	(98)
Total Other Income/Expenditures		(463)	4	(459)	(22)	32	10
Net Surplus/(Deficit) after Financial Income/Expenditures		(337)	(1,285)	(1,622)	459	695	1,154

**STATEMENT OF CHANGES IN FUNDS**  
for the year ended 31 December

	2015			2014		
	Core Funds	Restricted Projects	Total	Core Funds	Restricted Projects	Total
<i>in thousands of Swiss Francs (CHF '000s)</i>						
Fund balance at the beginning of the year	709	4,131	4,840	709	2,977	3,686
Net income / (expenditure) for the year	(337)	(1,285)	(1,622)	459	695	1,154
Transfer (from)/to reserve fund	-	-	-	(459)	459	-
<b>Fund balance at the end of the year</b>	<b>372</b>	<b>2,846</b>	<b>3,218</b>	<b>709</b>	<b>4,131</b>	<b>(4,840)</b>

## Annex 1, Appendix A: Projects Financed by Restricted Funds, 1 January to 31 December 2015 (with rounding errors)

<i>in thousands of Swiss Francs (CHF '000s)</i>	Balance (deficit) at 31 December 2014	Income during 2015	Expenditure during 2015	Project Transfers, Cross charges	Balance (deficit) at 31 December 2015
	(DR)/CR	(DR)/CR	(DR)/CR	(DR)/CR	(DR)/CR
<b><u>Regional Initiatives</u></b>					
RI - WACOWET	32	17	-	-	49
RI - CARIWET	23	-	(6)	10	26
RI - HA	(1)	-	(2)	3	-
RI - Mangrove	26	0	(28)	11	9
RI - LA PLATA	6	-	(22)	15	-
RI - East Africa Centre	28	-	(1)	-	27
RI - Niger River Basin Network	12	-	(46)	42	8
RI - Carpathian Wetlands Initiative	4	-	(8)	6	3
RI - Black and Azov Sea Coast	-	-	-	3	3
<b>Total of Regional Initiatives</b>	<b>130</b>	<b>17</b>	<b>(113)</b>	<b>90</b>	<b>123</b>
<b><u>International Cooperation</u></b>					
SGF-1997	4	-	-	(4)	-
SGF-2005	4	-	-	(4)	-
SGF-2006	47	-	-	(47)	-
SGF-2007	16	-	-	(16)	-
SGF-2008	43	-	(14)	(29)	-
SGF-2009	60	-	-	-	60
SGF 2010	145	-	(11)	(80)	53
SGF-2011	(75)	-	(15)	129	39
SGF-2013	(22)	-	-	50	28
SGA-2003	5	-	-	(5)	-
SGA-2005	46	-	-	(46)	-
SGA-2006	86	-	-	(86)	-
SGA-2007	23	-	-	(23)	-
SGA-2008	50	-	-	(50)	-
SGA-2009	36	-	(7)	(29)	-
SGA-2010	46	-	-	(46)	-
SGA-2011	80	-	-	(80)	-
SGA-2012	66	-	(50)	(16)	-
SGA-2013	(36)	-	(20)	72	17
SGA-2014	12	-	(3)	(9)	-
WFF-Exchange	36	-	-	51	87
WFF-2001	(1)	-	(1)	2	-
WFF-2002	5	-	-	(5)	-
WFF-2005	14	-	-	(14)	-
WFF-2006	37	-	-	(37)	-
WFF-2007	53	0	(8)	(45)	-
WFF-2008	16	-	-	(16)	-
WFF-2009	(62)	-	-	62	-
WFF-2012	139	0	(11)	-	128
WFF-2013	(17)	-	-	-	(17)
WFF-2014	108	-	-	(11)	97
WFF - 2015	-	84	-	-	84
RI Central Asia (Norway)	-	9	(0)	-	9
Danone Ecole de l'eau	43	-	(23)	-	21
Danone 2014	141	0	(52)	(59)	30
Danone Spring	10	-	-	-	10
<b>Total of International Cooperation</b>	<b>1,155</b>	<b>93</b>	<b>(214)</b>	<b>(388)</b>	<b>647</b>
<b><u>Listed Sites</u></b>					
RAM	41	0	(6)	25	60
<b>Total of Listed Sites</b>	<b>41</b>	<b>0</b>	<b>(6)</b>	<b>25</b>	<b>60</b>

	Balance (deficit) at 31 December 2014	Income during 2015	Expenditure during 2015	Project Transfers, Cross charges	Balance (deficit) at 31 December 2015
<i>in thousands of Swiss Francs (CHF '000s)</i>	(DR)/CR	(DR)/CR	(DR)/CR	(DR)/CR	(DR)/CR
<b>Other</b>					
Admin	7	-	123	495	625
2014 Surplus	459	0	(184)	(275)	-
RSIS redevelopment	124	-	(102)	80	102
Web redevelopment	5	-	(22)	70	53
Development	86	-	(76)	-	10
Science Review	33	0	-	-	33
Strategic Plan 2016	22	-	(4)	-	18
SC48 translation/interpretation	66	1	(49)	-	18
COP12 Translation (FOEN-CH)	-	100	(41)	-	59
SC51	-	-	(136)	142	6
Norway Travel Support	24	-	-	(24)	-
PO Restricted	50	-	(1)	(49)	-
Water cycle	11	-	-	-	11
WA Urbanisation	16	-	-	-	16
Rio Cruces	197	-	-	-	197
Bhutan	(6)	-	(4)	-	(10)
AIT/JAPAN/MYANMAR	16	-	(14)	-	2
KOREA/WETLAND CENTRES	3	-	-	-	3
RI Central Asia (Japan)	-	24	(21)	-	4
WWF Grant, WWD Korea	-	8	(15)	-	(7)
China High Altitude	3	-	-	(3)	-
SSFA Asia	20	-	(7)	(13)	-
CHAMP-PITTET SUPPORT	1	-	-	(1)	-
COP10 - Admin	0	-	(0)	-	-
COP11 - RM Africa	7	-	-	-	7
COP11 - RM Europe	57	-	-	(57)	-
COP12 Admin budget	555	174	(601)	-	128
COP - Delegate Support	5	304	(537)	199	(28)
COP12 - Americas Regional Meeting	(48)	31	(0)	17	-
COP12 - Asia Regional Meeting	6	0	(6)	0	-
COP12 - Europe Regional Meeting	(6)	-	-	6	-
Danone 2015	-	259	(225)	(27)	6
Danone 2016	-	-	(5)	-	(5)
STRP 2009-2011	11	-	-	-	11
STRP 2013-2015	96	1	(24)	40	113
TEEB	31	-	8	-	39
SSFA, Expert Group on Water Cycle	(16)	41	-	-	26
Ramsar vs IUCN Categorisation	57	-	-	-	57
NORAD 2015	914	1	(431)	(30)	453
MAVA 13-32	-	177	(97)	(10)	70
<b>Total of Other</b>	<b>2,805</b>	<b>1,121</b>	<b>(2,470)</b>	<b>560</b>	<b>2,016</b>
<b>Grand Total</b>	<b>4,131</b>	<b>1,231</b>	<b>(2,803)</b>	<b>287</b>	<b>2,846</b>

## Annex 2

### 2015 core results, with SC48 approved budget, actuals and variance from approved budget (includes rounding errors)

	Approved Core Budget	Core Actuals	Variance
INCOME	CHF'000	CHF'000	CHF'000
i. Parties' Contributions	3,779	3,779	
ii. Voluntary contributions	1,065	1,067	2
iii. Income Tax	225	222	-3
iv. Income Interest	12	2	-10
<b>TOTAL INCOME</b>	<b>5,081</b>	<b>5,069</b>	<b>-11</b>
EXPENDITURES			
<b>A. Secretariat Senior Management</b>	<b>811</b>	<b>763</b>	<b>-48</b>
i. Salaries and social costs (SG, DSG, Exec Asst to the SG)	674	658	-16
ii. Travel on official business (SG, DSG)	45	52	7
iii. Other employment benefits **	92	52	-40
<b>B. Partnership Coordinator</b>	<b>259</b>	<b>251</b>	<b>-8</b>
i. Salaries and social costs (Partnership Coordinator)	188	188	
ii. Travel on official business	20	21	1
iii. Other employment benefits **	51	42	-9
<b>C. Regional Advice and Support</b>	<b>1,339</b>	<b>1,217</b>	<b>-121</b>
i. Salaries and social costs (4 SRAs, RAO, SPREP Officer, 4 Assistant Advisors)	1,201	1,076	-124
ii. Travel on official business	85	70	-15
iii. Other employment benefits **	53	70	17
<b>D. Support to Regional Initiatives</b>	<b>120</b>	<b>120</b>	
i. Regional networks and centers	120	120	
<b>E. Scientific and Technical Services</b>	<b>210</b>	<b>198</b>	<b>-12</b>
i. Salaries and social costs (Scientific and Technical Support Officer)	110	107	-3
ii. STRP implementation	40	40	
iii. STRP meetings	50	44	-6
iv. STRP travel on official business (DSG for STRP)	10	7	-3
<b>F. Communications, Documentation, CEPA</b>	<b>589</b>	<b>590</b>	<b>1</b>
i. Salaries and social costs (Head, Document Officer and Comms Officer)	434	433	-1
ii. CEPA Program	30	29	-1
iii. Communications, Translations, Publications and Reporting Implementation	120	122	2
iv. Travel	5	5	
<b>G. Administration/RSIS/Web</b>	<b>898</b>	<b>858</b>	<b>-40</b>
i. Salaries and social costs (Finance Officer, HR, 3 Admin Assts, 2 Temp)	629	586	-43
ii. Staff hiring and departure costs***	25	28	3
iii. Other employment benefits	4	4	
v. Ramsar Sites Information Service	150	145	-5
vi. Web/IT support in addition to that provided by IUCN	90	94	4
<b>H. Operating Costs</b>	<b>95</b>	<b>94</b>	<b>-1</b>
i. Photocopying, printing, courier	80	79	-1
ii. Purchase & Maintenance of Equipment/Office Supplies (includes depreciation)	15	15	
<b>I. Standing Committee Services</b>	<b>85</b>	<b>85</b>	
i. Standing Committee delegates' support	44	43	-1
ii. Standing Committee meetings	6	6	
iii. Simultaneous interpretation at SC meetings	35	36	1
<b>J. IUCN Administrative Service Charges (maximum)</b>	<b>566</b>	<b>546</b>	<b>-20</b>
i. Administration, Human Resources, Finance & IT services	566	546	-20
<b>K. Miscellaneous - Reserve Fund</b>	<b>110</b>	<b>685</b>	<b>575</b>
i. Reserve Fund			
ii. Increase in provision and exchange losses	50	406	356
iii. Any other costs not listed above – <i>Legal services</i>	60	71	11
iv. Bad debt Provision		208	208
<b>TOTAL EXPENDITURES</b>	<b>5,081</b>	<b>5,406</b>	<b>326</b>
<b>SURPLUS / (DEFICIT)</b>		<b>-337</b>	<b>-337</b>
<b>TOTAL SALARY COSTS – staff salaries and related costs</b>	<b>3,435</b>	<b>3,217</b>	<b>-218</b>
	68%	59%	-8
<b>TOTAL TRAVEL COSTS</b>	<b>165</b>	<b>156</b>	<b>-9</b>
	3%	3%	3%



### Annex 3

#### SC51-approved 2016 budget, CHF 000s

<b>INCOME</b>	<b>CHF '000s</b>
Parties' Contributions	3,779
Voluntary contributions	1,065
Income Tax	225
Income Interest	12
<b>TOTAL INCOME</b>	<b>5,081</b>
<b>EXPENDITURES</b>	
<b>A. Secretariat Senior Management</b>	<b>605</b>
Salaries and social costs	554
Other employment benefits	26
Travel	25
<b>B. Partnership Coordinator</b>	<b>64</b>
Salaries and social costs	47
Other employment benefits	17
Travel	
<b>C. Regional Advice and Support</b>	<b>1,342</b>
Salaries and social costs	1,201
Other employment benefits	56
Travel	85
Ramsar Advisory Missions	
<b>D. Support to Regional Initiatives</b>	<b>120</b>
Regional networks and centers	120
<b>E. Scientific and Technical Services</b>	<b>212</b>
Salaries and social costs	110
Other employment benefits	2
Travel	10
STRP implementation	40
STRP meetings	50
<b>F. Communications</b>	<b>569</b>
Salaries and social costs	434
Travel	5
CEPA Program	30
Comms, Translations, Publications and Reporting Implementation	100
<b>G. Administration/RSIS/Web</b>	<b>981</b>
Salaries and social costs	629
Other employment benefits	5
Staff hiring and departure costs	120
Travel	10
Ramsar Sites Information Service (maintenance and develop)	117
Web/IT support and Development	100
<b>H. Operating Costs</b>	<b>95</b>
General	80
Equipment/Office Supplies	15
<b>I. Standing Committee Services</b>	<b>165</b>
Standing Committee delegates' support	50
Standing Committee meetings	15
SC translation	60
Simultaneous interpretation at SC meetings	40
<b>J. IUCN Administrative Service Charges (maximum)</b>	<b>540</b>
Administration, Human Resources, Finance & IT services	540
<b>K. Miscellaneous - Reserve Fund</b>	<b>388</b>
Reserve Fund	278
Staff termination & repatriation provisions	
Provisions	50
Legal Services	60
<b>TOTAL EXPENDITURES</b>	<b>5,081</b>
<b>TOTAL SALARY COSTS – staff salaries and related costs</b>	<b>3,081</b>
	61%
<b>TOTAL TRAVEL COSTS</b>	<b>135</b>
	3%

## Annex 4

### 2013-2015 budgeted non-core expenditures (from Annex III of Resolution XI.2)

	Non-core budget item	Three year funding requirement CHF
1. Junior Partnership/fundraising officer to support the Partnership coordinator and build the unit. Could be JPO or other.	B	390,000
2. 1 Regional Officer to support each of the 4 regional teams in the Secretariat, from 2014. Could be JPO.	C	1,174,000
3. Support to Regional Initiative Networks and Centres. Funding for the priority activities.	D	900,000
4. STRP programme of work for 2013-2015 (Strategy 1.1, 1.2, 1.4, 1.5, 1.6, 1.7, 1.9, 2.5, 3.1), including the Global Wetland Observing System (GWOS) project (but excluding the RSIS project in item 8 below)	E	1,905,000
5. Junior officer as webmaster/social media officer to strengthen the communications team	F	390,000
6. IT Officer to, inter alia, drive upgrades in the website and documentation management software, allow for InforMEA participation and support other database management and upgrades. Also to oversee electronic RSIS and Ramsar Sites Database overhaul project	G	390,000
7. Interpretation for Standing Committee sub group meetings	I	75,000
8. Investment in Electronic RSIS submission and RIS database processes and software	1	400,000
9. World Wetlands Day (currently funded by Danone) at the current level, i.e., preparation and dissemination of products such as leaflets and posters and other CEPA materials for customization and promotion of WWD (Strategy 4.1)	2	300,000
10. Emergency Ramsar Advisory Missions for Parties unable to self-fund their missions (Strategy 2.4, 2.6)	3	450,000
11. Delivery of one CEPA action planning workshop and other CEPA actions to support the core-funded CEPA activities (Strategy 4.1)	4	300,000
12. CHF 1 million per annum of resourcing for the Small Grants Fund and CHF 400,000 in other grant funding in order to keep the three current grant programmes operational. (Support to many 2009-2015 Strategies, including 1.3 and 5.1)	5	4,200,000
13. Annual regional meetings (technical), with enhanced funding in the pre-COP year to fund delegates and meeting costs for COP preparatory regional meetings	6	1,050,000
14. Sponsorship to bring eligible delegates to COP12 in 2015 (Strategy 3.3, 4.2)	7	1,200,000
15. 2016-2021 visioning process and 2016-2021 Strategic Plan, with significant input from Contracting Parties and other relevant stakeholders for 2016-2021	8	250,000
	CHF	13,374,000

## 52<sup>nd</sup> Meeting of the Standing Committee

### List of meeting documents

Please note: The documents listed in *italics* have been amended or added since 9 May, when a printable pdf compilation of documents was shared with Contracting Parties and published on the Ramsar web site (on the SC52 event page <http://www.ramsar.org/event/52nd-meeting-of-the-standing-committee> and at [http://www.ramsar.org/sites/default/files/documents/library/all\\_sc52\\_docs\\_04may2016\\_e.pdf](http://www.ramsar.org/sites/default/files/documents/library/all_sc52_docs_04may2016_e.pdf)).

These additional documents have also been compiled, and the pdf compilation has been published at the SC52 event page so that the final documents can be downloaded.

Number	Title
<i>SC52-01 Rev.1</i>	<i>Draft agenda and programme</i>
<i>SC52-01 Add.1</i>	<i>Preliminary annotations to the draft agenda and programme</i>
SC52-02	Progress with preparations for COP13
SC52-03	Consultancy support for the development of a strategy outlining the potential phased integration of Arabic or other UN languages into the work of the Convention
SC52-04 Rev.2	Report of the Acting Secretary General
SC52-06	Update on the status of Sites on the List of Wetlands of International Importance
SC52-07	Secretariat Work Plan for the 2016-2018 triennium
SC52-08	Secretariat Work Plan for 2016
SC52-09 Rev.1	Costs of actions to implement COP12 Resolutions in the 2016-2018 triennium
SC52-10	Report of the Chair of the Scientific and Technical Review Panel (STRP) and amended draft STRP 2016-2018 work plan
SC52-11 Rev.1	Update on Ramsar Regional Initiatives
SC52-12	Proposals for new Ramsar Regional Initiatives
SC52-13	Draft format for National Reports to COP13
SC52-14 Rev.1	Progress report on the implementation of the Wetland City Accreditation of the Ramsar Convention
SC52-15	Progress on implementing Resolution XI.6 on Partnership and synergies with Multilateral Environmental Agreements and other institutions
<i>SC52-16 Rev.2</i>	<i>Update on formal agreements and joint work plans of the Ramsar Convention and partners</i>
SC52-17	World Wetlands Day themes
<i>SC52-18 Rev.1</i>	<i>Ramsar financial matters 2014/2015</i>
SC52-19	Contracting Parties with outstanding annual contributions
SC52-20	Report on the review of resource mobilization from all sources, especially as it relates to fundraising
<i>SC52-Inf.Doc.01 Rev.2</i>	<i>List of meeting documents</i>

SC52-Inf.Doc.02	Secretariat actions arising from SC51 Decisions
SC52-Inf.Doc.03	Standing Committee actions arising from COP12 Resolutions and SC50 Decisions
SC52-Inf.Doc.04	Ramsar Regional Initiatives: An assessment of their achievements by 2015
SC52-Inf.Doc.05	Update on a common communications strategy for Ramsar Regional Initiatives
SC52-Inf.Doc.06	The Ramsar Culture Network and its contribution to the implementation of the Ramsar Strategic Plan 2016-2024
<i>SC52-Inf.Doc.07</i>	<i>Update for the Management Working Group on the re-recruitment of the Regional Officer – Oceania (RO-Oceania)</i>
<i>SC52-Inf.Doc.08</i>	<i>Update for the Management Working Group on the recruitment of a Regional Officer – Asia (RO-Asia)</i>
<i>SC52-Inf.Doc.09</i>	<i>List of registered observers</i>

## Update for the Management Working Group on the re-recruitment of the Regional Officer – Oceania (RO-Oceania)

### Actions requested:

The Management Working Group is invited to consider and provide advice to the Executive Team on:

- the re-recruitment of a Regional Officer for Oceania in light of the urgent need to fill the post which has been vacant since mid-2015; and
- the relocation of the position from SPREP in Samoa to the IUCN Oceania Regional Office in Fiji.

### Summary

1. In 1996, Contracting Parties identified the value of providing greater technical and financial assistance to the Pacific island countries to support the conservation and wise use of their wetlands. In 2004 funds were found to hire an officer to support the Parties in the Oceania region, based at the offices of the Secretariat of the Pacific Regional Environment Programme (SPREP) in Samoa. In 2009, the position was renamed Ramsar Programme Officer – Oceania (RPO-O).
2. In 2015, under SPREP's rule that each staff position is re-advertised after six years, a re-recruitment exercise for the RPO-O was initiated by SPREP with the support of the Secretariat. During the re-recruitment exercise, it became clear that the cost of the position had increased due to inflation, and SPREP was not in a position to continue to cover the resulting deficit. The Secretariat decided to suspend the re-recruitment exercise pending a detailed review of the future funding and hosting of the position. *The position has currently been vacant since June 2015 and it is urgent that it is filled as soon as possible.*
3. The solution agreed with the Oceania Parties was for the position to move to the IUCN Oceania Regional Office (IUCN-ORO) in Fiji where costs are lower but there are still many opportunities for cooperation and synergies. The position would be renamed Regional Officer - Oceania.
4. Under Resolution XII.1 (para. 26), "*...any requested changes to staff numbers or function group of staff [in the Secretariat] is to be discussed with the Executive Team for its concurrence*". The Executive Team has asked the Secretariat to present the re-recruitment of this position to the Management Working Group for their consideration and comments.
5. *The Management Working Group is therefore invited to provide advice on the relocation of the Ramsar Regional Officer for the Oceania region from SPREP (Samoa) to IUCN-ORO (Fiji), and the re-recruitment for the vacant position. The terms of reference are attached at Annex 1.*

## **Background: The Regional Officer – Oceania 2004-2015**

6. A priority for the Ramsar Convention has been to support the small island states and territories of the Oceania region to implement the Convention. One of the earliest attempts to achieve this was a workshop held in Papua New Guinea (1994), which discussed the wetland conservation and wise use priorities of a number of the Oceania countries. Recommendation 6.18 *Conservation and wise use of wetlands in the Pacific Islands region*, approved at the 6<sup>th</sup> meeting of the Conference of the Contracting Parties (COP6, Brisbane, 1996), urged Contracting Parties, international and regional organizations, and the Ramsar Secretariat to increase their technical and financial assistance to the Pacific island countries to support the conservation and wise use of their wetlands.
7. In 2004, funds were found to hire an officer to support the Parties in the Oceania region who was based at the offices of the Secretariat of the Pacific Regional Environment Programme (SPREP) in Samoa. Being posted in Oceania rather than at Ramsar Secretariat headquarters, this officer could respond more quickly and at a lower cost (in terms of travel) to requests for assistance from Parties. Over time, the officer established a regional presence for the Ramsar Convention and Parties valued the officer's assistance in supporting Ramsar implementation locally, building partnerships, raising the profile with governments and promoting new accessions.
8. In 2002, the Ramsar Secretariat and the South Pacific Regional Environment Programme (now called the Secretariat of the Pacific Regional Environment Programme, SPREP) which is based in Samoa, developed a Memorandum of Cooperation (MoC) and associated Joint Work Plan 2002-2003 (JWP). The MoC was signed at the Second Ramsar Regional Meeting (Samoa, 2002) and the JWP finalized in June 2002.
9. In 2004, a grant of CHF 85,000 was provided by the Government of Australia with additional funding from Swedish SIDA and WWF International to hire an Assistant Advisor – Asia / Oceania for 18 months. This amount was to cover the salary, travel and operating expenses for the post. It was decided that the officer should be based at the SPREP offices in order to establish a regional presence for the Ramsar Convention. Being out-posted would also allow the officer to respond more quickly and at a lower cost (in terms of travel) to provide assistance with new accessions, as well as follow up and ongoing support and advice to Parties for the implementation of the Convention. SPREP was contracted to use the grant to cover the cost of the position. The officer would work "...closely with SPREP's Wetlands Management Officer..." and also "...seek advice and support from the Senior Advisor (Asia), the Deputy Secretary General and the Secretary General".
10. In 2006, the Ramsar Secretariat and SPREP renewed their MoC, as well as for the Assistant Advisor – Asia / Oceania, for a further three years. In the same year, the position became funded by the Ramsar Convention's Core Budget (Res IX.12 *Financial and budgetary matters*).
11. In 2009, the position was renamed Ramsar Programme Officer – Oceania (RPO-O) and the MoC between Ramsar and SPREP was renewed for a further three years. The MoC was renewed again in 2012 and lasted until December 2015.

## **2015: Re-recruitment process**

12. Under SPREP's employment conditions, each staff position is re-advertised after the incumbent has held the position for six years. As the contract for the Ramsar Programme Officer – Oceania

(RPO-O) was to expire in February 2015, a re-recruitment exercise for the RPO-O was initiated by SPREP in January 2015 with the support of the Secretariat.

13. During the recruitment exercise, the Secretariat and SPREP discussed the cost of the RPO-O position; from 2004 until 2015, the amount provided by the Convention to cover the cost of the position had remained the same, at USD 85,000 per year. However, the actual cost of the position had increased to some USD 130,000 per year due to inflation, and the SPREP policy on salary increases for staff. Whilst SPREP had generously been able to cover the deficit until then, they were not in a position to continue to do so.
14. Concerned about the financial sustainability of the position, the Secretariat decided to suspend the re-recruitment exercise in April 2015, pending a detailed review of the future funding and hosting of the position.
15. Since that time, the Secretariat has held numerous discussions with the Oceania Contracting Parties, SPREP and IUCN about possible options on how to maintain an effective Ramsar position in the region. The eventual solution agreed with the Oceania Parties was for the position to move from SPREP in Samoa to the IUCN Oceania Regional Office (IUCN-ORO) in Fiji, where costs are lower but there are still many opportunities for cooperation and synergies with the IUCN-ORO regional team. Locating the position in the IUCN-ORO would also simplify the administration of the position and the reporting lines. The position would be renamed Regional Officer - Oceania.

## Annex 1 Terms of Reference, Regional Officer – Oceania

<b>Vacancy #:</b>	xxxx
<b>Unit:</b>	Asia-Oceania Regional Team
<b>Organization:</b>	Secretariat, Ramsar Convention on Wetlands
<b>Location:</b>	IUCN Oceania Regional Office, Suva, Fiji
<b>Reporting to:</b>	Senior Regional Advisor for Asia-Oceania
<b>Work percentage:</b>	100%
<b>Function group:</b>	P2
<b>Expected start date:</b>	
<b>Type of contract:</b>	Fixed-term (24 months)
<b>Closing date:</b>	

### BACKGROUND

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The Convention on Wetlands, also called the Ramsar Convention, is an intergovernmental treaty that provides the framework for national action and international cooperation for the conservation and wise use of wetlands and their resources. The treaty, adopted in the Iranian city of Ramsar in 1971, embodies the commitments of its member countries to maintain the ecological character of their Wetlands of International Importance, to ensure the "wise use", or sustainable use, of all of the wetlands in their territories, and to cooperate with neighbouring countries for the conservation of shared wetlands and their biodiversity.

The Ramsar Convention Secretariat, hosted by IUCN (International Union for Conservation of Nature) in its headquarters in Gland, Switzerland, provides the secretariat services to the Convention's Contracting Parties (signatory countries) for the operations and implementation of the Convention. Among the Secretariat staff of 23 persons, four regional teams provide specific support to the Ramsar Contracting Parties in Africa, the Americas, Asia/Oceania and Europe. Each of the regional teams is made up of a Senior Regional Advisor (SRA) and an Intern/Assistant. The Africa and Oceania regions each have an additional Regional Officer but the latter is out-posted in the Oceania region and reports to the SRA for Asia-Oceania who is based in the Secretariat headquarters.

Ramsar Contracting Parties in the Oceania region are presently Australia, Fiji, Kiribati, Marshall Islands, New Zealand, Palau, Papua New Guinea and Samoa.

### SPECIFIC DUTIES AND RESPONSIBILITIES

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The main focus of the Regional Officer - Oceania will be to strengthen the capacity of the Asia-Oceania regional team to support the Contracting Parties and other stakeholders in the implementation of the Ramsar Convention and its 4<sup>th</sup> Strategic Plan at the national and regional levels in the Oceania region.

He/she will contribute to the work of the Ramsar Convention Secretariat by following the agreed annual workplan and communicating and reporting regularly to the SRA for Asia-Oceania.

The responsibilities of this position include:

#### Direct support to Oceania Parties to implement the Convention

- Working with Oceania Contracting Parties and partners, such as IUCN Oceania Regional Office (IUCN ORO), the Secretariat of the Pacific Regional Environment Programme (SPREP) and other regional organizations, to develop funding proposals for projects that would support the implementation of the Convention in the region;
- Strengthening communication with Oceania Contracting Parties and networking with national NGOs and international partner organizations and other relevant bodies in Oceania, so as to provide a stronger voice on wetland issues affecting the region;
- Advising Contracting Parties on the conservation and wise use of existing Ramsar Sites in Oceania including assisting with site documentation and the identification and designation of new Ramsar Sites;



- Maintaining regular contacts with, and providing information to non-Contracting Parties concerning the Ramsar Convention, so as to encourage and support their accession to the Convention;
- Supporting use of the guidelines, tools and mechanisms for conservation and sustainable use of wetlands that have been developed under the Convention, and the development of new mechanisms and tools;
- In consultation with the Senior Regional Advisor for Asia-Oceania, support opportunities for cooperation between Ramsar Parties in Oceania and Asia, for example Coral Triangle Initiative and International Partnership for Blue Carbon;
- Maintaining effective communication between Oceania Parties and the Ramsar Convention Secretariat by bringing their views, experiences and needs regarding the implementation of the Convention to the attention of the Secretariat and especially the SRA for Asia-Oceania.

#### Direct support to Ramsar Convention Secretariat administering implementing of the Convention in Oceania

- Conducting activities related to spreading the 'Ramsar message' to governments, decision-makers, the media, the private sector, and the general public (e.g. World Wetlands Day) and participating in other events, delivering presentations where appropriate;
- Contributing to the organization and implementation of relevant meetings of the Convention, e.g. the Conference of the Contracting Parties (COP) and regional Pre-COP meetings;
- Dealing with the conservation and sustainable use issues of Ramsar and other priority wetland sites and particularly assisting with the procedure concerning adverse changes in the ecological character of Ramsar Sites through the Article 2.5, Article 3.2 and Montreux Record mechanisms.

The above job description contains the main duties and responsibilities for this position. However, in a small Secretariat such as Ramsar, staff members are expected to show flexibility in their approach to work and be willing to undertake other tasks that are reasonably allocated to them but which are not part of their regular job description. Where any task becomes a regular part of an employee's responsibilities, the job description will be changed in consultation with the employee and the Human Resources Management Group.

## **REQUIREMENTS**

- At least 8 years work experience in the social, economic and environmental aspects of wetlands conservation, preferably within the Oceania region;
- Knowledge and understanding of international conventions, preferably the Ramsar Convention, its work in the Oceania region, and its linkages with the other environmental conventions;
- Demonstrated experience in participatory methods of programme and project development, fundraising, project management and implementation, including monitoring and evaluation, financial management, grant proposal and report writing;
- Fluency in English with excellent written and verbal communication skills including high level of presentation and inter-personal skills, with proven ability to synthesize information and communicate effectively to multiple audiences at all levels especially in the Oceania region;
- Demonstrated advisory and analytical skills including high level of planning, priority setting, organizational, coordination, analytical, problem-solving and facilitation skills, and time management;
- Ability to work independently and remotely with willingness to travel widely in order to carry out the workplan
- Demonstrated ability to work within a multi-disciplinary and multi-cultural team environment with sound experience in establishing and maintaining effective relationships with a diverse group of people including different levels of government, NGOs and community groups;
- Have a flexible approach to work, an ability to collaborate and to work across programmes.



## Update for the Management Working Group on the Recruitment of a Regional Officer – Asia (RO-Asia)

### Actions requested:

The Management Working Group is invited to consider and provide advice to the Executive Team on:

- the recruitment of a Regional Officer for the Asia region; and
- the raising of non-core funds from voluntary contributions for the position.

### Summary

1. In order that the Asia Team can provide more effective support for the Parties in the region, the Secretariat requests the establishment of a Regional Officer – Asia (RO-Asia) position and for the Secretariat to begin raising non-core funds through voluntary contributions to cover the costs of the position.
2. This request follows on from the 51<sup>st</sup> meeting of the Standing Committee (SC51), where Asian Contracting Parties expressed the desirability of establishing such a position and of seeking non-core voluntary contributions to fund it.
3. Under Resolution XII.1 (para. 26), “...any requested changes to staff numbers or function group of staff [in the Secretariat] is to be discussed with the Executive Team for its concurrence”. The Executive Team has now requested the Secretariat to present the recruitment of this position to the Management Working Group for their consideration and comments.
4. It is proposed that the RO-Asia be out-posted in Asia and that the Secretariat seek a suitable host organization in the region. This would be similar to the out-posting of the RO-Oceania at the IUCN Oceania Regional Office in Fiji. The benefits of out-posting are that the officer can more quickly respond to the needs of the Parties in the region, the costs would be lower than if the person was based in Gland (Switzerland), with respect to both salary, overheads and travel, and that there would be more opportunities to work with regional partners and donors to support the Parties.
5. However, the challenges would include maintaining an effective channel of communication between the Secretariat and the out-posted Regional Officer – Asia. This would be overcome by the Officer having a clear annual and monthly work plan developed in consultation with the Senior Regional Advisor for Asia-Oceania in the Ramsar Secretariat. In addition, apart from communicating electronically and by telephone as needed, the Officer would provide monthly written reports to the SRA for Asia-Oceania.
6. The role of the proposed Regional Officer – Asia is outlined in the annexed terms of reference (Annex 1).

## Background and rationale

7. The Ramsar Convention on Wetlands was adopted in 1971 and has grown to have 169 Contracting Parties worldwide who between them have so far designated over 2,200 Wetlands of International Importance ("Ramsar Sites"). The Parties are served by a Secretariat with 23 staff which has been hosted by the International Union for Conservation of Nature (IUCN) since 1971.
8. In 1991, Kushiro City in Japan seconded a staff member to the Ramsar Convention Secretariat to work as the Technical Officer for Asia in the run-up to COP5, which was held in the city in 1993. This position developed into the Senior Regional Advisor (SRA) for the Asia and Oceania regions, and other Senior Regional Advisors were then hired to support the Parties in the other regions. There is currently one SRA for Africa, one for Asia and Oceania, one for Europe, and one for Latin America and the Caribbean, and North America.
9. In 1997, the Intern/Assistant Advisor programme was initiated so that each regional team then had one SRA and one Intern/Assistant under the internship programme (with a maximum term of two years) to support the growing number of Parties acceding to the Convention.
10. With the increase in the number of Contracting Parties and in the support that regional teams in the Secretariat need to provide for implementation (including on Ramsar Sites that are being designated and for those Sites whose Ramsar Information Sheets are being updated), it was recognized that there was a need to increase the number of staff in the Secretariat's regional team in order to ensure that effective support can continue to be provided to the Parties. This matter was discussed during the 11<sup>th</sup> meeting of the Conference of Parties (COP11) in 2012 (Resolution XI.2, Annex III) and the costs of additional Regional Officers were included in the non-core budget for the triennium 2013-2015.
11. As of 2016, additional staff support for the regional teams has been funded under the core budget for two regions, namely Africa (approved in COP12) and Oceania (approved in COP9), but not for the remaining regions, i.e. Asia, Europe, Latin America and the Caribbean, and North America.
12. During the 51<sup>st</sup> meeting of the Standing Committee (SC51), the Republic of Korea made a statement in plenary underlining "*...the desirability of establishing a Regional Officer for Asia, noting that several Asian Contracting Parties had expressed interest in supporting such an officer through voluntary contributions*" (SC51 Report and Decisions, para. 106).
13. In the Asia region, the number of Parties has increased to 33 (as of April 2016), and the number of Ramsar Sites to 310. These are increases of 154% and 377% respectively since 1997, when the Intern/Assistant Advisor for Asia-Oceania programme began. In the coming year, it is expected that demand for technical support from Asian Contracting Parties will continue to increase, due to:
  - The interest of a number of Asian countries in acceding to the Convention, e.g. Afghanistan, Brunei, Maldives, Qatar, Saudi Arabia and Singapore;
  - An increase in the number of requests, including for technical and funding support in the designation and management of Ramsar Sites, and training on various aspects of the implementation of the Convention;
  - The increasing interest from Parties to develop Ramsar Regional Initiatives, e.g. for Central Asia, Indo-Burma, and South Asia, and to provide funding and technical support to those initiatives; and

- The need to provide support to regions where implementation of the Convention has so far been slower, e.g. Central Asia and West Asia.

## Annex 1 Terms of Reference, Regional Officer – Asia

<b>Vacancy #:</b>	XXXX
<b>Unit:</b>	Asia-Oceania Regional Team (Secretariat, Ramsar Convention on Wetlands)
<b>Organization:</b>	Secretariat of the Ramsar Convention on Wetlands
<b>Location:</b>	<i>To be determined</i>
<b>Reporting to:</b>	Senior Regional Advisor for Asia-Oceania (Secretariat, Ramsar Convention on Wetlands)
<b>Work percentage:</b>	100% Ramsar Convention on Wetlands
<b>Function group:</b>	P1
<b>Expected start date:</b>	
<b>Type of contract:</b>	Fixed-term (24 months)
<b>Closing date:</b>	

### BACKGROUND

The Convention on Wetlands ('Ramsar Convention'), is an intergovernmental treaty that provides the framework for national action and international cooperation for the conservation and wise use of wetlands and their resources. The treaty, adopted in the Iranian city of Ramsar in 1971, embodies the commitments of its member countries to maintain the ecological character of their Wetlands of International Importance ('Ramsar Sites'), to ensure the "wise use", or sustainable use, of all of the wetlands in their territories, and to cooperate with neighbouring countries for the conservation of shared wetlands and their biodiversity.

The Ramsar Convention Secretariat, hosted by IUCN (International Union for Conservation of Nature) in its headquarters in Gland, Switzerland, provides the secretariat services to the Convention's Contracting Parties (signatory countries) for the operations and implementation of the Convention. Currently, the Convention has 169 Parties of which 33 are in the Asia region. Within the Secretariat, regional teams provide support to the Parties in specific regions of the world. Each of the regional teams is made up of a Senior Regional Advisor and an Intern/Assistant. The Africa and Oceania regions each have an additional Regional Officer with the latter being out-posted in the Oceania region and reports to the Senior Regional Officer for Asia-Oceania based in Gland.

### SPECIFIC DUTIES AND RESPONSIBILITIES

The Regional Officer – Asia will be responsible for supporting the implementation of the Ramsar Convention in the Asia region through coordinating the activities related to the Convention conducted by the Asia-Oceania Team within the Ramsar Secretariat. The Officer will work under and report to the Senior Regional Advisor for Asia-Oceania (Ramsar Secretariat). The position's responsibilities would include, but would not be limited to, the following:

#### Direct support to Asian Contracting Parties to implement the Ramsar Convention on Wetlands

- Supporting Asian Contracting Parties to implement the 4<sup>th</sup> Ramsar Strategic Plan 2016-2024, as well as the relevant Resolutions of the Ramsar Conference of the Contracting Parties (COP);
- Working with Asian Contracting Parties, partners and other regional organizations, to develop and submit funding proposals for key wetland and Ramsar-related initiatives in the region, including regional initiatives;
- Providing technical support to Asian Parties, Ramsar partners, project managers to implement the Ramsar Convention through the provision of trainings, guidance in report drafting, and support for Ramsar Site designation as well as their conservation and wise use;
- Supporting use of the mechanisms for conservation and sustainable use of wetlands that have been developed under the Convention, and the development of new mechanisms and tools, such as the R-METT (ResXII.15);
- Strengthening communication and networking with Asian Contracting Parties and international partner organizations and other relevant bodies in Asia, so as to share information of and mainstream wetland issues in the region;

- Maintaining effective communication between Asian Parties and the Secretariat by bringing their views, experiences and needs regarding the implementation of the Convention to the attention of the Secretariat.

#### Direct support to the Ramsar Secretariat in administering the implementation of the Ramsar Convention

- Contributing to implementing the 4<sup>th</sup> Ramsar Strategic Plan 2016-2024, by communicating its objectives and targets to governments, decision-makers, the media, the private sector, and the general public (e.g. World Wetlands Day) and participating in other events where appropriate;
- Contribute to the organization and implementation of relevant meetings of the Convention, e.g. the Conference of the Contracting Parties (COP) and Pre-COP meetings;
- Conducting regular follow-up on all Ramsar Sites on Article 3.2, Article 2.5 and Montreux Records;
- Maintaining regular contacts with, and providing information to non-Contracting Parties concerning the Ramsar Convention, so as to encourage and support their accession to the Convention;
- Participating in the work of the Ramsar Convention Secretariat through frequent long-distance communication and monthly reporting to the Senior Regional Advisor for Asia-Oceania.

## **REQUIREMENTS**

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- Master's degree or higher in environment sciences, natural resource management, wetland management, or a related field;
- Minimum 5 years of experience in related positions (natural resource management, wetlands, Ramsar Convention), preferably within the Asia region;
- Comprehensive knowledge of wetland management issues and institutional networks in the Asian region (including government agencies, CSOs, the private sector and the donor community);
- Knowledge of the workings of international biodiversity related conventions, in particular the Ramsar Convention across Asia and in the Mekong Region particularly, and its linkages with the other biodiversity conventions. A knowledge of the Ramsar Secretariat processes would be an advantage;
- Demonstrated experience in participatory methods of programme and project development, fundraising, project management and implementation, including monitoring and evaluation, financial management, grant proposal and report writing;
- Fluency in English with excellent written and verbal communication skills including high level of presentation and inter-personal skills, with proven ability to synthesize information and communicate effectively to multiple audiences especially in the Asia region. Knowledge of an additional Asian language would be an advantage;
- Capacity to work autonomously and to take initiative;
- Demonstrated advisory and analytical skills including high level of planning, priority setting, organizational, coordination, analytical, problem-solving and facilitation skills, and time management;
- Demonstrated ability to work within a multi-disciplinary and multi-cultural team environment with sound experience in establishing and maintaining effective relationships with a diverse group of people including different levels of government, NGOs and community groups;
- Strong writing skills and a capacity to draft reports independently and to disseminate project outputs to a broad audience in the region.





CONVENTION ON WETLANDS (Ramsar, Iran, 1971)  
52<sup>nd</sup> Meeting of the Standing Committee  
Gland, Switzerland, 13-17 June 2016

SC52-Inf.Doc.09

**List of registered observers / Liste des observateurs inscrits  
/ Lista de observadores inscritos**

**01/06/2016**

**Non Contracting Party State / Etat non Partie contractante / Estado no Parte Contratante**

**Democratic People's Republic of Korea / République populaire démocratique de Corée / República Popular Democrática de Corea** (Song Rim YUN, Chol Su JO, Permanent Mission in Geneva / Mission permanente à Genève / Misión Permanente en Ginebra)

**Intergovernmental Organizations / Organisations intergouvernementales  
/ Organizaciones Intergubernamentales**

**ICLEI-Local Governments for Sustainability** (Kirsty Margaret Robinson)

**UNEP / PNUE / PNUMA** (Ilena Lopez)

**UN-Habitat / ONU-Habitat** (Robert McInnes)

**International Organization Partners / Organisations internationales partenaires  
/ Organizaciones Internacionales Asociadas**

**BirdLife International** (Carolina Hazin)

**IUCN-International Union for Conservation of Nature / UICN, Union internationale pour la conservation de la nature / UICN, Unión Internacional para la Conservación de la Naturaleza** (Mark Smith, Stefano Barchiesi, Raphael Glemet)

**Wetlands International** (Jane Madgwick, Yus Rusila Noor Mahdi Al Fatah)

**WWF International** (Denis Landenbergue)

**Wildfowl and Wetlands Trust** (Martin Spray)

**Ramsar Regional Initiatives and Culture Network / Initiatives régionales et Réseau culturel Ramsar  
/ Iniciativas regionales y Red de Cultura de Ramsar**

**Mediterranean Wetlands Initiative / Initiative pour les zones humides méditerranéennes** (MedWet, Delmar Blasco)

**Ramsar Regional Center – East Asia (RRC-EA, Seung Oh SEO)**

**Ramsar Regional Center – Central and West Asia (RRC-CWA, Sadegh Sadeghi Zadegan)**

**Ramsar Culture Network / Réseau culturel Ramsar / Red de Cultura de Ramsar** (David Pritchard)

**STRP / GEST / GECT**

**STRP Chair / Président du GEST / Presidencia del GECT** (Royal Gardner)

**International NGO / ONGs internationale / ONG internacional**

**WaterLex** (Rose Osinde Alabaster)