**Terms of Reference for STRP tasks 2023-2025**

|  |  |
| --- | --- |
| **Task name:**  |  |
| **Work plan task no:**  |  |
| **STRP lead for task:**  |  |

**Objective:**

[What is the purpose, including key elements of the work[[1]](#footnote-1)]

**Background:**

[Give background to the task – especially where work is being outsourced so as to inform the consultants undertaking initial work. This information will be used in drafting external contracts by the Secretariat]

**Target audience(s):**

**Final outcome/product(s):**

[i.e. Ramsar Technical Report; STRP Briefing Note; STRP Policy Brief][[2]](#footnote-2)

**Involvement of external consultants needed?** Yes/No

**Are there elements of the work that may be included in materials for transmission to COP15?[[3]](#footnote-3)**

**Outline the logical/sequential sequence steps necessary to deliver the work and corresponding timelines.**

These steps should clearly breakdown the various stages and work needed to complete the task. Add extra lines as necessary.

|  | **Work involved (including details on key information sources required; Contracting Parties or partner organisations involved; any meetings/ workshops necessary; peer review; *etc*.)** | **Who will undertake the work? (list any consultancies and/or peer review that will be needed)** | **Cost?[[4]](#footnote-4)** | **Timeline** (including a due date) |
| --- | --- | --- | --- | --- |
| Step 1 |  |  |  |  |
| Step 2 |  |  |  |  |
| Step 3 |  |  |  |  |
| Step 4 |  |  |  |  |
| … |  |  |  |  |

1. Relate to/expand on Resolution and work plan description as appropriate so that we can ensure that requirements formally agreed by Parties are being included. [↑](#footnote-ref-1)
2. Please note any interim products, workshops etc. in the table below [↑](#footnote-ref-2)
3. i.e. inform a draft Resolution or information paper. This is of significance with respect to the formal timelines for consideration of such materials by Standing Committee and of course as papers for COP [↑](#footnote-ref-3)
4. In Swiss Francs [↑](#footnote-ref-4)