

## **ANNEX - RULES OF PROCEDURE OF THE SCIENTIFIC COMMITTEE**

### **GENERAL FUNCTIONS**

#### **Article 1**

1. The Scientific Committee, established in accordance with Article VII of the Agreement, provides scientific advice and information to the Meeting of the Parties or to the Parties through the Secretariat.
2. The functions of the Scientific Committee are defined in Article VII, paragraph 3, of the Agreement.

### **COMPOSITION**

#### **Article 2**

1. The Scientific Committee shall consist in principle of the following members, namely:
  - Three experts proposed by CIESM;
  - Three experts proposed by IUCN;
  - Up to three representatives for each Region defined in the Appendix, appointed by the Meeting of the Parties;
  - One representative from the Scientific Committee of the International Whaling Commission (IWC) and one representative the Scientific Council of the Convention on the Conservation of Migratory Species of Wild Animals (CMS).
2. The above organisations may propose to support more than three experts. In this case, such offer will be examined by the Bureau, which will notify it to the Parties 120 days before the Meeting of the Parties, with its recommendation. If no objections to the Bureau recommendation arise in the following 30 days, the offer will be considered accepted, pending the final designation of all experts by the Meeting of the Parties.
3. The Chair and the Vice-Chair of the Scientific Committee are elected by the members of the Scientific Committee, at the first Meeting of the triennium, among all designated experts.
4. The Chair and Vice-Chair of the Scientific Committee shall not be experts nominated by the same Organization. Gender, geographical balance, and alternation in all roles of the Scientific Committee should be considered.
5. Additional members of the Scientific Committee may be designated by the Parties on a voluntary basis. The cost of their participation to the meetings of the Scientific Committee shall not be covered by the Agreement's funds.

### **SELECTION OF THE MEMBERS AND TERMS OF OFFICE**

#### **Article 3**

1. The selection of the Scientific Committee members must take into consideration the following criteria, finalized by the Extended Bureau in accordance with the Work Programme proposed to the Parties:
  - a) To be experts in one or more fields relevant to cetacean conservation science;
  - b) To possess an appropriate level of quality, relevance, productivity and originality in activities related to cetacean conservation and research, as demonstrated through scientific publications and technical reports, communications to conferences, participation in working groups or committees at national or international levels;

- c) To be available to participate in the work of the Scientific Committee, attend its meetings and contribute to the working groups, with the required continuity;
  - d) To be proficient in one of the Agreement's two working languages (English and French) and have a sufficient knowledge of the other.
2. All criteria above will be ascertained through the evaluation of their *curricula vitae*. An evaluation by the Scientific Committee Chair and Vice-Chair will also be submitted to the Meeting of the Parties.
  3. The qualified experts proposed by the CIESM and IUCN are nominated in close consultation with the Bureau, who reports on the outcome of these consultations to the Meeting of the Parties.
  4. The priorities set up in the Work Programme for each triennium, as well as the need to ensure a balanced geographical representation, shall be taken into account in selecting the members of the Scientific Committee by the Meeting of the Parties.
  5. At its first Meeting, four "Task Managers" are designated by the Scientific Committee among its members. As far as necessary, these appointments can be modified during the triennium upon decision of the Chair of the Scientific Committee in consultation with the Vice-Chair and the Bureau.

#### **Article 4**

1. The terms of office of the members shall expire at the closure of the ordinary Meeting of the Parties following the one at which they were appointed.
2. Starting from 2025, all leading roles (i.e.: Chair, Vice-Chair and Task Managers) will have a maximum of two consecutive terms.

### **MEETINGS**

#### **Article 5**

1. The Chair shall preside over the meetings of the Scientific Committee, prepare the provisional agenda in consultation with the Secretariat, and liaise with members between meetings of the Committee. The Chair may represent the Committee as required and carry out other functions as may be delegated to him/her by the Committee, within the limits of the Committee functions.
2. The Vice-Chair shall assist the Chair. He/she shall preside at meetings of the Scientific Committee in the absence of, or in the event of the Chair being unable to act. He/she shall on those occasions exercise the powers and duties prescribed for the Chair.
3. At its first meeting after the Meeting of Parties, the Scientific Committee shall assign specific topics for each Task Manager taking into account the priorities set up in the Work Programme for the triennium. Each Task Manager, in addition to his/her role as member of the Scientific Committee, shall coordinate the works of the Scientific Committee concerning the topics that he/she has been assigned by the Scientific Committee. Each Task Manager shall provide a report to the meetings of the Scientific Committee on the topics he/she is in charge of.
4. Regional representatives of each region shall work together to provide a report to the meetings of the Scientific

Committee on the conservation status of cetaceans and relevant activities in the region he/she has the responsibility of.

#### **Article 6**

1. The Scientific Committee may establish *ad hoc* working groups as needed to deal with specific tasks. It shall define the terms of reference and composition of each working group.
2. The meetings of the working groups shall be held, where possible, in conjunction with other events or intersessionally via remote tools.
3. The Scientific Committee may consider reports from other relevant meetings and working groups established under the Agreement, when necessary.
4. These Rules shall apply, *mutatis mutandis*, to the meetings of working groups.

#### **Article 7**

1. The Chair may decide to invite other experts, including experts in legal and socio-economic matters, to attend meetings (in person or remotely) as observers, with no additional cost for the Trust Fund, as deemed necessary. If their participation requires funding from ACCOBAMS, the Bureau will decide on their attendance, in consultation with the Secretariat.
2. ACCOBAMS Partners may participate as observers to the Meeting of the Scientific Committee.

#### **Article 8**

1. Notices of meetings, including date and venue, shall be sent to all Parties, to the members of the Scientific Committee and to ACCOBAMS Partners, by the Secretariat at least 45 days in advance and, in the case of extraordinary meetings, at least 14 days in advance.
2. The Secretariat of the Agreement, with the support of the Sub-Regional Coordination Units, shall undertake secretarial tasks during the meetings of the Scientific Committee and of its working groups and shall provide administrative and logistical support.
3. A report of each Meeting shall be prepared by the Secretariat as soon as possible and shall be communicated to all members and observers of the Scientific Committee, to all Parties and ACCOBAMS Partners.
4. The report shall be posted on the ACCOBAMS website.

#### **Article 9**

1. Recommendations by the Scientific Committee shall be adopted by consensus.
2. If consensus cannot be reached regarding an issue, all positions expressed about it during the meeting shall be included in the meeting report.

#### **Article 10**

1. The Meeting of the Scientific Committee shall be convened once a year during the first two years of the triennium

by the Secretariat of the Agreement in consultation with the Chair.

2. Extraordinary meetings may be convened if the Bureau so agrees.

## **COMMUNICATION PROCEDURE**

### **Article 11**

1. In application of Article II, paragraph 2, of the Agreement, when a Party asks for advice on exceptions to the prohibition on deliberate taking of cetaceans, the Secretariat shall immediately communicate the request to the Chair and to the members of the Scientific Committee for advice.
2. Within 30 days, the Chair takes a decision on the request also on the basis of the advice received from the other members of the Scientific Committee and communicates it to the Secretariat for immediate communication to the requesting Party.

### **Article 12**

1. Between sessions, any member of the Scientific Committee or the Sub-Regional Coordination Units, through the Secretariat, or the Secretariat directly, may submit a written proposal to the Chair for a decision within the limits of the functions of the Scientific Committee.
2. The Chair shall forward the proposal to the Scientific Committee members. Comments shall be submitted within 30 days from the date of that communication to all members of the Scientific Committee and to the Secretariat.
3. If no comments nor objections on a proposal are received from a member of the Scientific Committee, the proposal shall be considered as adopted. Its adoption shall be notified to those who have made the proposal. If any member of the Scientific Committee objects to a proposal within the deadline, the proposal shall be referred to the next meeting of the Scientific Committee.

### **Article 13**

When, in the opinion of the Scientific Committee, an emergency arises, requiring the adoption of immediate measures to avoid deterioration of the conservation status of one or more cetacean species, the Chair may ask the Secretariat to contact the relevant Parties urgently.

## **WORKING LANGUAGES**

### **Article 14**

1. The working languages of the Scientific Committee shall be English and French.
2. Simultaneous translation in English and French may be provided for the plenary sessions of the meetings of the Scientific Committee if funding is available.
3. Working documents shall be made available in English or in French and may be translated if funding is available.

## **REPORT**

### **Article 15**

The Chair of the Scientific Committee shall submit to each ordinary Meeting of the Parties and to each meeting of the Bureau a written report on the Scientific Committee's work since the previous ordinary Meeting of the Parties.

**FINAL PROVISIONS**

**Article 16**

These Rules shall apply immediately upon their adoption by the Parties.

**Article 17**

These Rules may be amended as required by a decision of the Meeting of the Parties.

## Appendix

### Article 1

In order to ensure a balanced geographical representation in the Scientific Committee, the geographical scope of the Agreement is divided into four regions.

### Article 2

For the purpose of facilitating Scientific Committee members' nomination, the regional distribution of Parties is as follows:

Region	Parties
<b>Western Mediterranean and contiguous Atlantic area</b>	Algeria, France, Italy, Monaco, Morocco, Portugal, Spain, Tunisia
<b>Central Mediterranean</b>	Albania, Croatia, Greece, Italy, Libya, Malta, Montenegro, Slovenia, Tunisia
<b>Eastern Mediterranean</b>	Cyprus, Egypt, Greece, Lebanon, Syria, Türkiye
<b>Black Sea</b>	Bulgaria, Georgia, Romania, Türkiye, Ukraine