

CONVENTION ON INTERNATIONAL TRADE IN ENDANGERED SPECIES  
OF WILD FAUNA AND FLORA

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Sixteenth meeting of the Plants Committee and 22nd meeting of the Animals Committee  
Lima (Peru), 7-8 July 2006

REVIEW OF SCIENTIFIC COMMITTEES

Membership (as decided by the Committee)

Chairman: Greg Leach (PC Regional representative for Oceania); Co-chairman Rodrigo Medellín (AC alternate representative for North America)

Members: PC and AC regional representatives not participating in other working group, Co-Chairmen of the Nomenclature Committee.

Mandate

1. Finalize the self-evaluation by completing sections 5 to 9 in the 'Review of Scientific Committees' presented in Annex 2 to document AC22 Doc. 7 (Rev. 1)/PC16 Doc. 7 (Rev. 1).
2. With regard to section 6., finalize the work undertaken by a joined AC/PC working group and reported in document Doc. PC15/AC21 WG2 Doc. 1, and integrate the result in the 'Review of Scientific Committees' – paper.
3. With regard to sections 7 to 9, produce practical suggestions for improving the operation, efficiency and effectiveness of the Scientific Committees, and provide options for regularly reviewing the performance of the Scientific Committees, including indicators.

Recommendations

1. The WG, composed of all Scientific Committees, concluded that this WG report is submitted to the External Evaluation Working Group of the Standing Committee, and that Annex 4 of Doc. AC 22 Doc. 7 (Rev. 1) is replaced by Table 2 of the WG report.
2. Although Committees do achieve a considerable level of performance in the tasks assigned to them given the limited resources available to them, it would be necessary to allot budgetary funds and other resources in relation to those tasks to ensure adequate performance.
3. Consideration by CoP and the SC on whether tasks assigned to the Scientific Committees are within their mandates and the Convention's Strategic Action Plan
4. Performance of Committees would be improved if funds were made available for chairs to operate and participate and represent Committees in other meetings
5. To promote and facilitate coordination and contact between the taxonomic expertise in regions, the NC might best operate as a Permanent Working Group of the AC and PC Committee
6. To ensure the commitment of Committee member candidates to have the conditions to comply with the requirements
7. Regarding the challenge of the double role of Chairs as Chairs and region representatives, note the approach taken by other environmental conventions where Committee Chairs do not have regional tasks.

8. To improve the scientific procedures that sustain all activities of the Committees, AC and PC Chairs and members should be more involved in the assignment of consultants and the definition of terms of reference for specific projects.
9. The review process of the performance of the Committees has consumed considerable resources and time and the WG does not recommend putting in place a periodic, detailed process of review. The WG agreed to recommend conducting internal monitoring through the Regional Reports and the Chairs' reports to the CoPs and Table 3 can be appended to the format to prepare Regional Reports. External monitoring can examine and review the indicators as identified in Tables 1a and b.
10. Once the external evaluation has been completed, the delivery mechanisms will be decided.

# Proposal for the Self-Evaluation of the Scientific Committees: Performance Analysis Chart

## I. Methodology

1. Classify the tasks and duties assigned to the Committees (defined in Resolution Conf. 11.1) in two or three *priority levels*: **HIGH**, **MEDIUM** or **LOW**
2. For each task or duty define the *performance level*: **HIGH**, **MEDIUM** or **LOW**.
3. Where **MEDIUM** or **LOW** performance is identified and only for **MEDIUM** and **HIGH PRIORITY** tasks, clearly define the specific *gaps* that have led Committees to carry out these tasks at low or medium performance levels.
4. For each of the above (**MEDIUM** and **HIGH PRIORITY** tasks with **MEDIUM** or **LOW performance level**) try to identify the major *factors* that could be systematically *affecting the performance* of the Committees in the development of that task or duty.
5. Propose specific ways (*improvement proposals*) that can help to improve fulfilment of the tasks or duties (e.g. amendment of resolutions, budget assignment/distribution, meetings structure, capacity building).
6. For **HIGH PRIORITY** tasks, define simple *indicators* that could be used periodically to monitor the improvement in the performance and the way and process by which these can be measured.

**Note:** In order to evaluate each field, the summary chart presented as Table 2, **which is an internal, dynamic, live document** of the AC and PC can be used as a reference. It includes all the information compiled by the Secretariat and provided as Annex 3 and Annex 4 of document PC16 Doc. 7 (Rev. 1). Table 2 could also be complemented during the meeting, with additional information on tasks carried out by committees under the different items, but it would not be of much help in evaluating the performance of the Committees, given their live, dynamic nature.

## II. Specific product to be delivered to the External Evaluation Working Group of the Standing Committee:

1. Summary of activities as reflected in Table1.
2. Performance Analysis Chart (Table 1).
3. Assessment of tasks and duties to Committees

**TABLE 1a. PLANTS AND ANIMALS COMMITTEES TERMS OF REFERENCE**

Tasks/Duties assigned to Committees (and its members) by the CoP (Resolution Conf. 11.1)	PRIORITY	PERFORMANCE LEVEL	GAPS	FACTORS AFFECTING PERFORMANCE	IMPROVEMENT PROPOSALS	INDICATORS
1.1. a) provide advice and guidance to the Conference of the Parties, the other committees, working groups and the Secretariat, on all matters relevant to international trade in animal and plant species included in the Appendices, which may include proposals to amend the Appendices;	1	1		Some assignments from CoP and SC are neither scientific nor technical, or are beyond the resources of the technical committees and the Committees focus on higher priorities.	The CoP and SC should consider whether tasks/duties assigned to technical committees are indeed of technical/scientific nature before they are assigned.	
1.2. b) assist the Nomenclature Committee in the development and maintenance of a standardized list of species names;	3	1				
1.3. c) assist the Secretariat with the implementation of the Resolution on the Identification Manual and Decisions related to it and, upon request of the Secretariat, review proposals to amend the Appendices with regard to possible identification problems;	3  1	1  1		Limited available technical expertise and limited scope of work for Committees. Budgetary limitations to conducting the work	Encourage parties and NGOs to develop materials and provide information, particularly as part of proposals submitted	
1.4. d) cooperate with the Secretariat on the implementation of its programme of work to assist Scientific Authorities;	1	2	Once members arrive in the venue, performance is 1. Performance is sometimes affected by members not being able to attend workshops	No available funds to cover Committee members' time contributed to training efforts. Also time and administrative restrictions.	Funding sources should be identified and approached. Parties should ensure that their nominees to Committees have the time and conditions to address CITES work, and know job description and requirements.	All workshops include participation of Committee members. Members' involvement in training workshops should go up. The level of support from the nominating party or region for the representative should increase.
1.5. e) develop regional directories that list the botanists and zoologists in each region who are experts in CITES-listed species;	3	France1-Italy 3	PC has considered it a top priority in the past and the task has been addressed, so priority was reassessed at 3. AC has not considered it a priority but this may change in the near future.			

<p><b>1.6.</b> f) establish a list of those taxa included in Appendix II that are considered as being significantly affected by trade, and review and assess all available biological and trade information including comments by the range States on these taxa to:</p> <p>i) exclude all species for which there is adequate information to conclude that trade is not having a significant detrimental effect on their populations;</p> <p>ii) formulate recommendations for remedial measures for those species for which trade is believed to be having a detrimental effect; and</p> <p>iii) establish priorities for projects to collect information for those species for which there is insufficient information available on which to base a judgement as to whether the level of trade is detrimental;</p>	1	1				
<p><b>1.7.</b> g) assess information on those species for which there is evidence of a change in the volume of trade or for which specific information is available to indicate the necessity for review;</p>	1	1				
<p><b>1.8.</b> h) undertake a periodic review of animal or plant species included in the CITES Appendices by:</p> <p>i) establishing a schedule for reviewing the biological and trade status of these species;</p> <p>ii) identifying problems or potential problems concerning the biological status of species being traded;</p> <p>iii) consulting the Parties on the need to review specific species, working directly with the range States in the selection process, and seeking their assistance in such reviews; and</p> <p>iv) preparing and submitting amendment proposals resulting from the review, through the Depositary Government, for consideration at meetings of the Conference of the Parties;</p>	1	1	PC has continued to conduct this process continually. AC has directed effort to clarification of the selection process			
<p><b>1.9.</b> i) make available advice on management techniques and procedures for range States requesting such assistance;</p>	1-2	PC 2 – AC n/a	Question on whether parties are aware of this possibility	PC: this process has been growing over the past few years. AC has not received	PC: To produce more materials that assist parties in management techniques. AC:	Manuals, checklists, and case studies are

				requests of assistance. This is a reactive process that is triggered by parties. If parties do not request assistance and if Committees have a large work load already, this process becomes ad-hoc.	Raise awareness of the possibility to obtain this assistance.	made available to parties. An improved scientific basis for management techniques and procedures
1.10. j) draft resolutions on matters related to animals or plants, for consideration by the Conference of the Parties;	1	1				
1.11. k) perform any other functions that may be entrusted to them by the Conference of the Parties or the Standing Committee; and	1	2	Varied levels of performance, depending on the internal assignment of priorities by Committees	Limitations of time, funds, scope, degree of technical/scientific involvement in issues	As part of the decision making process, consideration should be given to whether specific issue is in the mandate of the Scientific Committees and in the scope of the Strategic Action Plan. Further, financial and time implications of mandates to Committees should be considered	All issues directed to Committees are integral to the Committee's mandate and the Strategic Action Plan. All issues are addressed with the appropriate amount of time, energy, and other resources
1.12. l) report to the Conference of the Parties and, if so requested, to the Standing Committee, on the activities they have carried out or supervised between meetings of the Conference;	1	1				
1.13. RESOLVES further that the <b>Animals Committee</b> shall also deal with issues related to the transport of live animals;	2	1				

**TABLE 1b. NOMENCLATURE COMMITTEE TERMS OF REFERENCE**

<b>Tasks/Duties assigned to Committees (and it's members) by the CoP (Resolution Conf. 11.1)</b>	<b>PRIORITY</b>	<b>PERFORMANCE LEVEL</b>	<b>GAPS</b>	<b>FACTORS AFFECTING PERFORMANCE</b>	<b>IMPROVEMENT PROPOSALS</b>	<b>INDICATORS</b>
3.1. i) cause standardized nomenclatural references for animal and plant taxa, to the level of subspecies or botanical variety and including synonyms, to be prepared, or propose for adoption existing nomenclatural references, as appropriate, for all species listed in the Appendices to the Convention;	1	1		Good performance only possible due to additional scientific and financial support from parties, scientific institutions and NGOs. This comment is relevant for all the tasks assigned to the NC.	Restoration of a dedicated budget line for NC would ensure an ongoing effective committee which could respond to the future demands of the CoP. Much of the current work lies on the good will and support of individual parties.	
3.2. ii) upon its acceptance of a new or updated reference (or part thereof) for a given taxon, after following the procedure described below, present this to the Conference of the Parties for adoption as the standard reference for that taxon;	1	1				
3.3. iii) ensure that the highest priorities in developing the standard reference lists of animal and plant names and synonyms be: A. species names of animals and plants listed at the species level in the Appendices; B. generic names of animals and plants listed at the genus or family level in the Appendices; and C. family names of animals and plants listed at the family level in the Appendices;	1	1				
3.4. iv) review the existing Appendices with regard to the correct use of zoological and botanical nomenclature;	2	1				
3.5. v) upon request from the Secretariat, review proposals to amend the Appendices to ensure that correct names for the species and other taxa in question are used;	1	1		Although this task is reactive. A more effective process would be if the NC was more actively involved/consulted during the preparation of proposals.	Implementation of consultation procedure with the NC early in the development of a proposal.	
3.6. vi) ensure that changes in nomenclature recommended by a Party do not alter the scope of protection of the taxon concerned; and	1	1				
3.7. vii) make recommendations on nomenclature to the Conference of the Parties, other committees, working groups and the Secretariat;	1	1				

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**TABLE 3. ASSESSMENT OF PERFORMANCE OF MEMBERS OF THE ANIMALS AND PLANTS COMMITTEES AND THEIR ALTERNATES**

Tasks/Duties assigned to Committees (and its members) by the CoP (Resolution Conf. 11.1)	How have you addressed this task/duty during the period you have been a member	Major problems encountered in fulfilling the task	Suggested measures to fix problems
2.1. a) each member should collaborate with his/her alternate regarding the work to be done between the meetings of the Committee;			
2.2. b) each member should maintain regular communication with the Parties in his/her region;			
2.3. c) when a region has more than one representative, the representatives should also agree which Parties each represents. Contact persons should be identified in those countries. Contact should also be established with non-Parties in the region;			
2.4. d) each member should increase the awareness of the role and function of the Committee, its mandate and the issues of concern to his/her region through mechanisms such as participation in seminars or in related meetings organized by the Secretariat and by other organizations at regional or sub-regional level;			
2.5. e) before the meetings of the Committee, the members should inform and consult the Parties in their regions about the agenda and in particular on matters specifically relevant to the countries of the region;			
2.6. f) the members should submit a written report, covering the preceding period, to each meeting of the Committee;			
2.7. g) the members should inform the Parties in their regions of the results of each meeting of the Committee;			
2.8. h) the members must inform the alternates well in advance if they will not attend a forthcoming Committee meeting; and			
2.9. i) the members should provide to their successors all relevant information on the activities in the region;			