



## Terms of Reference of the Global Steering Committee of the Global Framework for the Progressive Control of Transboundary Animal Diseases

### 1. ROLES

#### GENERAL

1. The Global Steering Committee is an **advisory body**: it provides guidance and recommendations to the Management Committee regarding the GF-TADs initiative at the global level.

#### SPECIFIC

2. The Global Steering Committee has **institutional, strategical, technical, lobbying, communication and information, collaboration and coordination, financial, monitoring and evaluation** roles:

- Institutional

3. To propose to review / update / modify the General Agreement when deemed necessary

4. To ensure the necessary lobbying to finance the initiative by maintaining relations with donors and mobilizing new donors

- Strategical role

5. To review and provide guidance on the strategic orientation for the whole initiative: identification of new pathways for the prevention, detection and control of TADs; definition of the multi-annual Action Plans;

6. To provide strategic directions to the Regional Steering Committees for the definition of their multi-annual Action Plans and Annual Programs of Activities independent of national interest.

- Technical role

7. To provide guidance on the activities of global scope to be implemented by the Global Secretariat under the supervision of the Management Committee.

- Lobbying role

8. To ensure the adequate lobbying for the development of the livestock sector, and notably the progressive control of transboundary animal diseases.

- Communication and information role

None

- Collaboration / coordination role

9. To propose corrective actions to improve synergies / ensure partnerships among institutions / organisations;

10. To foster a spirit of collaboration and cooperation between the global and regional levels, and among the regional bodies;

11. To coordinate with actors involved in the prevention, detection and control of animal diseases (portfolio and information sharing) after agreement given by the GF-TADs Management Committee on the selected actors and areas of coordination.

- Financial role

12. To agree on the budget of the multi-annual Actions Plans and Annual Program of Activities for the global and regional levels;

13. To advocate and ensure the necessary lobbying to finance the initiative by maintaining relations with donors and mobilizing new donors;

14. To comment the use of the funds.

- Monitoring and evaluation role

15. To review and assess the progress of the initiative on the basis of the 6-month monitoring reports drafted by the Global Secretariat and validated by the Management Committee;

16. To review and assess the impact of the initiative on the prevention, detection and control of the TADs worldwide, through post-factum evaluations.

- Logistical and administrative role

None

## **2. SUMMARY – COMPLEMENTARITY OF ROLES OF THE GSC WITH THE MC AND GSEC AT THE GLOBAL LEVEL**

See Annex 1

## **3. RELATIONS WITHIN THE WHOLE GOVERNANCE**

See the governance Chart in Annex 2

## **4. COMPOSITION**

The GF-TADs Global Steering Committee is composed of:

- Presidents

17. The Global Steering Committee has 2 co-presidents from:

- FAO

- OIE

18. The two co-presidents have to appoint a permanent alternate who will replace them during the Global Steering Committee meetings if they cannot attend themselves.

- Members

19. The **permanent members** of the GF-TADs global Steering Committee are:

- 1 representative of WHO;
- 5 Presidents of the Regional Steering Committee ;
- 2 representatives of FAO (at least one representative is member of the GF-TADs Management Committee)
- 2 representatives of OIE (at least one representative is member of the GF-TADs Management Committee).

20. The **rotating members** of the GF-TADs global Steering Committee are:

- 1 representative of regional organizations; appointed by the 2 co-presidents;
- 1 representative of regional Secretariats; appointed by the 2 co-presidents;
- 2 representatives of Donors appointed during the first meeting of the first multi-annual Action Plan period by the 2 co-presidents;

21. The rotating members are appointed by the 2 co-presidents of the Steering Committee, for a two-year period, renewable;

22. The 12 members are to designate their permanent alternate who will replace them during the Global Steering Committee meetings if they cannot attend themselves. Alternate can be from their own institution or those of their official nomination;

23. The GF-TADs Global Steering Committee is therefore composed of a minimum of 14 people.

▪ Observers

24. The Secretary of the Global Secretariat (or alternate) is a permanent observer of the meeting of the GF-TADs global Steering Committee;

25. The Steering Committee can accommodate observer status to the followings upon proposals of the co-presidents:

- Representatives of donors;
- Representatives from developing countries proposed by the co-presidents;
- Representatives of Regional Specialized Organizations;
- Representatives of NGOs;
- Representatives of the private sector;

26. The observers are invited to attend whenever possible, and on special invitation in the event a specific item on the agenda of relevance is to be covered.

**5. MEETINGS**

▪ Frequency :

27. The Global Steering Committee meets once a year;

28. An extraordinary meeting can be convened by the co-presidents.

▪ Venue:

29. The Global Steering Committee meetings take place on a rotating basis at FAO HQ (Rome, Italy) one year and at OIE HQ (Paris, France) the following year.

- Format of the meetings

30. During the meetings, the Members review the documents (technical, operational, financial and institutional progress of the initiative worldwide) which have been produced by the GF-TADs Management Committee on the basis of the drafts done by the GF-TADS Global Secretariat, and provide guidance on new orientations to be taken into account in the multi-annual Action Plan and annual Programs of activities, and associated budgets;

31. These orientations are submitted to the GF-TADs regional Steering Committees

32. At the end at the multi-annual Action Plan implementation period, Members commission an evaluation and assess the implementation of its recommendation;

- Rules of meetings

33. The Global Steering Committee can take decisions only if at least 8 people (co-presidents and members) are present;

34. The GF-TADs Management Committee, with the support of the Global Secretariat, is responsible for the development of a draft agenda, organization and preparation of the Global Steering Committee meetings;

35. All presidents and members (or their alternates) should attend all the Global Steering Committee meetings;

36. Each president and member of the Steering Committee has one vote; observers are not allowed to vote;

37. Decision making is carried out in the spirit of consensus or if not, by a 2/3rds majority;

38. The documents of the meeting must be circulated 15 days prior to the meeting, to ensure proper preparation of the meeting;

39. The Global Secretariat is responsible for the preparation of the first draft minutes of the meeting;

40. The approved minutes / proceedings must be circulated and then approved maximum one month after the Global Steering Committee meetings;

41. Meeting costs are paid on the 'core funding' budget prepared for every pluri-annual Action Plan; expenses for the representatives from Developing Countries are provided from this budget.

- Chairperson of the meetings

42. The Chairperson is one of the 2 co-Presidents, on a rotating base;

43. The invitation of persons/experts on specific items of the agenda, when it seems relevant will be agreed by the 2 co-Presidents.

## **6. INTER-MEETINGS**

44. Between two Global Steering Committee meetings, The GF-TADs Management Committee will supervise the Global secretariat activities. Informative and consultative mechanisms are in place to ensure that the co-Presidents and members are in relation with the GF-TADs Management Committee, the Global Secretariat as well as with the Regional Steering Committees.