



**SCIENTIFIC COMMITTEE  
SECOND REGULAR SESSION**

7-18 August 2006  
Manila, Philippines

---

**DRAFT TERMS OF REFERENCE  
INDEPENDENT REVIEW  
OF TRANSITIONAL SCIENCE STRUCTURE  
AND FUNCTION**

---

**WCPFC-SC2-2006/GN WP-3**

Paper prepared by the Secretariat

**Introduction**

1. The Inaugural Session of the Commission in December 2004 adopted the Final Report of Working Group II. Among other matters, the Report recommended:
  - a provisional science structure for the Commission for a transitional period (expected to last some 3 to 5 years and representing the period between the Convention coming into force and a fully functioning Commission);
  - that, during this period, the structure and functions of the science secretariat be flexible and adaptable; and
  - an independent review of the transitional structure and function be carried out two years after entry into force of the Convention, or earlier if required, to determine the effectiveness of the science structure and to recommend changes as appropriate.
2. The first regular session of the Scientific Committee (SC1) at Noumea, New Caledonia, 8-19 August 2006 discussed procedural options for supporting the independent review, its scope (with a focus on science data functions and science functions) and reporting options.
3. The SC1 advised the second regular session of the Commission:
  - a) That the Scientific Committee recommends a new completion date for the review of June 2007;
  - b) That the Scientific Committee has forwarded a discussion paper to the Executive Director outlining elements for a draft TOR for the review;
  - c) That the Scientific Committee participants would provide advice to the Executive Director in writing by 1 April 2006 on the desirable skills and experience of those undertaking the Review;
  - d) That the reviewer(s) would need to attend the 2006 Scientific Committee meeting;

- e) That the Scientific Committee, facilitated by the Secretariat, would finalize its input to the TOR for the Independent Review inter-sessionally, based on input from the Secretariat and the contractor with a view to adopting the final TOR at next regular session of the Scientific Committee.

4. The Commission accepted the advice of SC1 in respect of the independent review when it adopted the Report of the Committee at its second regular session, 11-15 December 2006.

### **Status**

5. The Secretariat drafted the provisional call for Expressions of Interest and draft Terms of Reference on the basis of the discussion paper presented to SC1 (Attachment A).

6. The Secretariat received no advice from SC1 participants in relation to the desired skills and experience for the reviewer(s) as proposed at paragraph 3 (c) (above).

7. The approved 2006 work program and budget made no provision for the recruitment of a reviewer(s) to enable them to participate in the 2006 meeting of the Scientific Committee as proposed in paragraph 3(d) (above). Instead funding for the independent review was included in the indicative budget of US\$250,000 for Scientific Research for 2007.

8. A tentative schedule of activities and associated budgetary needs is appended at Appendix B.

### **Recommendation**

9. The Scientific Committee is invited to provide advice in respect of:
  - scope and tasks of the review;
  - reviewer attributes;
  - the process for the selection of reviewer(s);
  - reporting arrangements; and
  - finalisation of the call for Expressions of Interest including the draft Indicative Schedule of Tasks and Budget described at Appendix B.

**WESTERN AND CENTRAL PACIFIC FISHERIES COMMISSION**

P.O. Box 2356  
Kolonia  
Pohnpei 96941  
Federated States of Micronesia  
[www.wcpfc.org](http://www.wcpfc.org)

[DRAFT]  
**INFORMATION PACKAGE**

**Independent Review of the Science Structure and Function of the Commission**

**Introduction**

The Convention on the Conservation and Management of Highly Migratory Fish Stocks in the Western and Central Pacific Ocean (Convention) entered into force in June 2004 creating one of the first regional fisheries management organizations to be established since the 1995 adoption of the United Nations Fish Stocks Agreement (Agreement).

The objective of the Convention is to ensure, through effective management, the long-term conservation and sustainable use of highly migratory fish stocks in the western and central Pacific Ocean in accordance with the 1982 United Nations Convention on the Law of the Sea (UNCLOS) and the Agreement. For this purpose, the Convention establishes a Commission for the Conservation and Management of Highly Migratory Fish Stocks in the Western and Central Pacific Ocean (WCPFC). A small Commission Secretariat is based at Kolonia, Pohnpei State, Federated States of Micronesia.

The Convention applies to all species of highly migratory fish stocks (defined as all fish stocks of the species listed in Annex I of UNCLOS occurring in the Convention Area and such other species of fish as the Commission may determine) within the Convention Area, except sauries. Conservation and management measures under the Convention are to be applied throughout the range of the stocks, or to specific areas within the Convention Area, as determined by the Commission. The Commission currently has 25 Members and two Cooperating Non-Members. The three Pacific Overseas Territories of France and Tokelau are Participating Territories within the Commission. Additional information concerning the Commission, including copies of recent decisions, is available from [www.wcpfc.org](http://www.wcpfc.org)

The Inaugural Session of the Commission in December 2004 adopted the Final Report of Working Group II which was concerned with science structure and functions of the Commission. Among other matters, the Report recommended:

- a provisional science structure for the Commission for a transitional period (expected to last some 3 to 5 years and representing the period between the Convention coming into force and a fully functioning Commission);
- that, during this period, the structure and functions of the science secretariat be flexible and adaptable; and
- an independent review of the transitional structure and function be carried out two years after entry into force of the Convention, or earlier if required, to determine the effectiveness of the science structure and to recommend changes as appropriate.

These Terms of Reference have been prepared to solicit expressions of interest from suitably qualified and experienced individuals, institutions or firms to undertake the independent review. The EOI should include a timetable for delivery of the consultancy outcomes and an estimate of the costs involved in undertaking the consultancy.

## **Objective**

Using Articles 10 to 15 of the Convention as a basis, undertake, in consultation with interested Members, Cooperating Non-Members, and Participating Territories, a review of the science structure and science functions of the Commission.

## **Scope and Tasks**

The assignment will address, among other matters, the following questions in relation to scientific data functions and science functions of the Commission.

### *1) Scientific data functions*

#### During the transitional period

- Have the respective roles and responsibilities of the Commission's data management arrangements been adequately defined and specifically, are there any gaps, overlaps, or areas of ambiguity?
- Are the Commission's rules and policies (or standards and specifications where they exist) regarding the security and confidentiality of data, including physical and electronic protection from unauthorised access, adequate?
- Has the Commission's data management performance been satisfactory in its provision of data custodianship services, and specifically have all of the Commission's rules and policies (or standards and specifications where they exist) for data compilation, processing, safekeeping and dissemination, been achieved?
- Are adequate resources available for both data stewardship and data custodianship services of the Commission?

#### Following the transitional period

What would be the advantages and disadvantages of each of the following options for the provision of data custodianship services to the Commission:

- Provision from within the Secretariat;
- Provision by a Pacific regional fisheries management organisation outside the Commission;
- Provision by an agency within the Government of a member or participating territory;
- Provision by a private agency.
- Provision by SPC/OFP

### *2) Science functions*

#### Contracted Research

- Has contracted research been carried out to suitable standards?
- Have cost effective outcomes been obtained from the contract research?
- Is there adequate communication between research contractor, science manager and Scientific Committee?
- Are alternative cost effective research options available?
- Is the research contracting process transparent?

### Secretariat and Scientific Committee

- Is the Secretariat adequately resourced to deal with the scientific matters of the Commission?
- Is the Scientific Committee functioning to meet the needs of the Commission? (e.g. is the best available information made available to the Commission?)
- Following a review of the terms of reference of the specialist working groups, and the review the function of each SWG, determine whether all or any SWGs should continue to exist? If so, is there any other function (SWG) necessary to reply to the requests of the Commission (e.g. economics)?
- Are other cooperative arrangements required?
- Is engagement with Pacific Island States and Participating Territories adequate?

### **Outputs**

1. Preliminary Report for the third regular session of the Scientific Committee. Due date: 1 June 2007.
2. Final Report for the fourth regular session of the Commission. Due date: 28 September 2007.

### **Reviewer attributes**

The reviewer(s) will be able to demonstrate:

- broad knowledge of marine science, fisheries biology, oceanography and socio-economics;
- detailed knowledge of oceanic pelagic fisheries, preferably with an emphasis on highly migratory species;
- detailed understanding of the role and functions of regional fisheries management organisations particularly those primarily concerned with highly migratory species;
- expert knowledge in one or more of the following fields: fisheries stock assessment, fisheries statistics, fisheries biology and ecology;
- demonstrable international standing in the field of fisheries research, preferably involving tuna; and
- extensive experience in the formulation of scientific advice for fisheries management purposes.

### **Indicative Schedule**

<b>Task</b>	<b>Timeframe 2006/07</b>
Finalize reviewer attributes, process and ToR	18 August 2006
Advertise opportunity/call for EoI	31 August 2006
Close of EoI	29 September 2006
Select reviewer(s)	31 October 2006
One reviewer participates in Comm3 <sup>A</sup>	11-15 December 2006
Stakeholder consultations. Travel to: Noumea?/Honiara?/La Jolla?/Honolulu?/Pohnpei?	February and March 2007
Draft Report	1 June 2007
SC3	August 2007
Final Report	28 September 2007
Submission to Comm4	December 2007

## **Expressions of Interest**

The consultancy will commence as soon as possible after the selection of the winning bid. Suitably qualified individuals, institutions or firms are invited to submit bids to undertake the assignment described above. Bids should include:

- a capability statement detailing qualifications and relevant experience for individual team members and/or the agency bidding for the consultancy;
- a work plan, with milestones and budget for the consultancy; and
- contact details for individuals who can comment on previous work by the bidder that is relevant to this consultancy.

The approximate budget for this assignment is [[USD48,000]]. In assessing the merits of all bids, cost efficiency and cost effectiveness will be important considerations in determining the preferred bidder.

Request for additional information relating to this consultancy and submissions of EOI should be directed to:

The Executive Director  
Western and Central Pacific Fisheries Commission  
P.O. Box 2356  
Kolonia  
Pohnpei State  
Federated States of Micronesia  
Phone: (691) 320 1992  
Fax: (691) 320 1108  
E-mail: [wcpfc@mail.fm](mailto:wcpfc@mail.fm)  
Web: [www.wcpfc.org](http://www.wcpfc.org)

by close of business on Friday 29<sup>th</sup> September 2006.

## Appendix B

### Independent Review of the Science Structure and Function of the Commission

#### *Indicative Schedule of Tasks and Budget*

<b>Task</b>	<b>Timeframe 2006/07</b>	<b>Responsibilities</b>	<b>Budget \$</b>
Finalize reviewer attributes, process and ToR	18 August 2006	SC2	
Advertise opportunity/call for EoI	31 August 2006	Chairman, Science Manager (SM) and Executive Director (ED)	
Close of EoI	29 September 2006		
Select reviewer(s)	31 October 2006	Chairman/ED/Panel?	
One reviewer participates in Comm3 <sup>A</sup>	11-15 December 2006	ED/SM <i>Airfare:2,000</i> <i>DSA: 600</i>	2,600
Stakeholder consultations. Travel to: Noumea?/Honiara?/La Jolla?/Honolulu?/Pohnpei?	February and March 2007	Reviewer(s) <i>Airfare:4,500</i> <i>DSA:3,500</i>	8,000
Draft Report	1 June 2007	Reviewer(s)	
SC3	August 2007	Reviewer <i>Airfare: 2,000</i> <i>DSA:600</i>	2,600
Final Report	28 September 2007	Reviewer(s)	
Submission to Comm4	December 2007	ED/Chairman/reviewer(s) <i>Airfare 2,000:</i> <i>DSA:600</i> <i>Fee (33 days)</i>	2,600 33,000
<b>TOTAL</b>			<b>48,800</b>

<sup>A</sup>. Payments for 2006 activities will be structured to take place in 2007 so they are drawn from the 2007 budget.