

APPENDIX H

Strategic Action Programme for the International Waters of the Pacific Small Island Developing States

NATIONAL TASK FORCE (and affiliated committees or working groups)

Terms of Reference

National Task Forces (NTF) were established under the preparatory phase of the IWP. They will be re-constituted with new membership, nominated by the participating governments in consultation with the Project Coordination Unit, during early stages of the implementation phase of the Programme. Existing national coordinating mechanisms, such as those for National Environment Management Strategies (NEM) or National Biodiversity Strategic Action Plans (NBSAP), may provide useful starting points for the establishment of the NTF.

The NTF should include national experts in fields and sectors which are relevant to the implementation of the IWP and key stakeholders representing national government ministries and agencies, local and traditional community leaders, the private sector; community organisations, the scientific community, development assistance agencies, and non-government organisations.

The NTFs will be responsible for securing the necessary level of cooperation from their respective participating country, including the securing of country-specific information and resources necessary to project activities.

The nature and composition of the task forces may vary from country to country, and will be established in such a way as to maximize efficiency and benefits to the project at the national level.

The National Task Forces shall:

- Be chaired and formed by a senior governmental official designated by each of the participating countries;
- Be inter-ministerial in nature and serve as the official link to all elements of project implementation within each participating country;
- Include representatives from major stakeholders and community groups;
- Serve as the principal source of information concerning available country resources for all aspects of project implementation; and
- Be closely coordinated with the meetings of the RTF (renamed the Programme Technical Advisory Group at RTF-1 held in Apia, Samoa, 26-27 March 2001) and the annual Tripartite Review (TPR) to be arranged by UNDP and the PCU;
- Provide input to the PTAG and the TPR in relation to policy, technical and administrative issues associated with implementation of the IWP, as well as report and provide guidance to the TPR and PTAG in relation to the implementation of national components of the IWP;

- Facilitate national policy and institutional changes necessary to engender success in IWP activities;
- Encourage information dissemination and awareness raising in relation to the IWP to be promoted locally at the pilot project site and nationally; and
- Provide guidance to working groups, sub-committees or advisory groups established by the NTF for the implementation of the pilot projects.

Types of Working Groups, Sub-committees or Advisory Committees

Working groups, sub-committees or advisory groups may be established by the NTF to address specific issues associated with the implementation of national components of the IWP, particularly in respect of the design, implementation, monitoring and evaluation of the pilot project.

As a guide, examples of working groups, sub-committees and advisory groups may include:

(A) As an example of a technical advisory committee to the NTF, a National Community Assessment and Participation Advisory Committee (NCAPAC). This may comprise local, national and regional experts with the array of skills necessary to ensure that the activities related to socio-economic assessment, community participation and education are effective and are of a standard which can maximize the sustainability of the projects impacts and facilitate the replication of pilot projects.

The NCAPAC may:

- Be representative of the full range of expertise needed to implement the socio-economic assessment and community participation and education elements of the national pilot project;
- Have representatives nominated by [the SPREP Focal Point, Lead Agency, Sub-contracting Agency], participating regional organizations, and the NGO community;
- Have representatives selected by the Chairperson of the NTF, in consultation with the NTF, the National Coordinator and other key stakeholders;
- Be chaired by the National Coordinator or his/her designate;
- Meet at the call of the National Coordinator and give advice to the NTF and the National Coordinator, as necessary, to assist with the achievement of project-related socio-economic assessment and community participation and education elements.

(B) Local Project Committees (LPC) may be established to promote community participation in the pilot project at the project site. The LPC would provide a direct link between the community and the NTF in that LPC would be represented on the NTF.

The Chairperson would be responsible for convening the LPC, with the support of the National Coordinator. It would be expected that the LPC would be actively engaged in consultations during the development of pilot projects, be actively involved in monitoring and evaluation activities, provide recommendations in respect to lessons

learned and issues of significant community value that require consideration in community-based sustainable resource management and conservation initiatives.

The LPC may:

- Be comprised of local community leaders, local landowning representatives, local community groups, government and non-government representatives, private sector representatives with a demonstrated interest in the pilot project site, representatives from the NTF and the PCU;
- Be chaired by the a community representative from the pilot project site;
- Meet at the request of its chairperson to review pilot project implementation and results; and
- Facilitate the development of pilot projects, monitor and evaluate project results during implementation, help synthesize project results, derive lessons learned, and prepare recommendations for how best to replicate demonstration activities elsewhere nationally, or in the region.