



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

1. ROLES

GENERAL

1. The Management Committee is a **decisional body**: it makes all final decisions regarding the GF-TADs initiative at the global and regional levels.

SPECIFIC

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

- Institutional role

3. To validate the revisions / modifications of the General Agreement (governance notably) as proposed by the GSC when deemed necessary;

4. To validate the GF-TADs work plan of the GF-TADs Global Secretariat, to supervise the work of the Global GF-TADs Secretariat as guided by the Global Steering Committee, and to report on progress to the Global Steering Committee;

5. To empower the Secretariat to perform activities agreed in GF-TADs for implementation in association with the regional bodies and members countries.

- Strategical role

6. To review, finalise and endorse the overarching multi-annual Action Plan of the GF-TADs, broken down into annual program of activities and to submit to the Global Steering Committee for comments;

7. To review, finalise and endorse the proposal of annual programs of activities and to submit to the Global Steering Committee for comments;

8. To review and finalise the draft documents for the Global Steering Committee;

9. Within the guidance of the GF-TADs Global Steering Committee, to validate the proposals of the Global secretariat for GF-TADs when the activity will have an impact on governance bodies;

- Technical role

10. To examine and validate the reports, the proposals of the Global secretariat for GF-TADs conferences, seminars, workshops worldwide;

11. To revise, when needed, the GF-TADs technical document, including updates of the Standard Operating Procedures and Work Plan.

- Lobbying role

None

- Communication and information role

12. To validate all information on GF-TADs (activities, progress, results and other communications) to be released by the Secretariat through the website or through any other means of communication.

- Collaboration / coordination role

13. To follow and monitor, on the basis of the GF-TADs Global Secretariat's reports:

-the global coordination of the GF-TADs and liaise with all the governance bodies whenever necessary;
-close collaboration between the global and regional levels

14. To participate, if required, at GF-TADs Regional Steering Committees meeting for improving and strengthening the GF-TADs activities.

- Financial role

15. To validate the budgets associated to the Action Plans and Programs of activities;

16. To validate the use of funds;

17. To examine and validate the three-monthly reports prepared by the secretariat concerning the budget;

- Monitoring and evaluation role

18. To ensure that all activities undertaken within the framework of GF-TADs are in compliance with the priorities proposed by the Global Steering Committee;

19. To examine and validate the 6-month monitoring reports on the progress of the initiative;

20. To report on progress to the Global Steering Committee;

21. To supervise the work of the Global GF-TADs Secretariat as guided by the Global Steering Committee.

- Logistical and administrative role

None

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

See *Annex 1*

3. RELATIONS WITHIN THE WHOLE GOVERNANCE

See the governance Chart in *Annex 2*

4. COMPOSITION

22. The GF-TADs Management Committee is composed of a minimum of 2 and a maximum of 3 senior officers respectively from FAO and OIE (2 or 3 per institution).

23. The GF-TADs Management Committee has 2 co-managers (one from FAO and one from OIE)

24. The co-manager and members of each institution are nominated by the co-president (of the same institution) of the GF-TADs Global Steering Committee

5. MEETINGS

- Frequency

25. The Global Management Committee meets three times per year.

- Observers of the meetings

26. The GF-TADs Management Committee can convene whoever invitees they want, provided they both agree (validation of the GSC co-presidents).

27. The Secretary of the Global Secretariat (or alternate) is a permanent observer of the Management Committee meetings.

- Venue

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

- Chairperson of the meeting

The Chairperson is one of the 2 co-managers, on a rotating base.

- Rules of meetings

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

30. Decision making is carried out in the spirit of consensus.

6. BUDGET

31. A specific line of the GF-TADs multi-annual budget is allocated for the functioning of the GF-TADs Management Committee.