

# Terms of Reference for the Advisory Board of Baa Atoll Biosphere Reserve

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## 1. List of Acronyms

MAB	Man and Biosphere Reserve
NC	National Committee
UNESCO	United Nations Educational, Scientific and Cultural Organization
TGBR	Technical Guidelines for Biosphere Reserves
ICC	International Coordination Council
CSO	Civil Society Organization
NBS	National Bureau of Statistics

## 2. Background

Biosphere reserves are ‘learning places for sustainable development’. They are sites for testing interdisciplinary approaches to understanding and managing changes and interactions between social and ecological systems, including conflict prevention and management of biodiversity. They are places that provide local solutions to global challenges. Biosphere reserves include terrestrial, marine and coastal ecosystems. Each site promotes solutions reconciling the conservation of biodiversity with its sustainable use.

Biosphere Reserves involve local communities and all interested stakeholders in planning and management. They integrate three main "functions":

- Conservation of biodiversity and cultural diversity
- Economic development that is socio-culturally and environmentally sustainable
- Logistic support, underpinning development through research, monitoring, education and training

(brief about BR)

### 3. Objective of the Advisory Board

The Advisory board of the Baa Atoll Biosphere Reserve will play a fundamental role in the implementation of activities dictated in the Action Plan in accordance with Applicable Law. The objective of the committee is:

- 3.1. to ensure maximum participation of key stakeholders and strengthen the implementation of the functions of the biosphere reserves in the Baa Atoll.
- 3.2. Overall coordination of the MAB Programme at atoll level to play a critical role in implementing the vision and mission of the MAB Programme.
- 3.3. Promote the sustainable use of the Protected Areas providing for a prosperous economy and good quality of life for community.

### 4. Membership

The Advisory Board shall consist of

- 4.1. Ministry of Environment, Climate Change and Technology, Chair
- 4.2. Baa Atoll Council
- 4.3. Baa Atoll Conservation Fund
- 4.4. Environmental Protection Agency
- 4.5. Representative from Island Councils (1 member), to be nominated by atoll council.
- 4.6. Women Development Committee (2 members), to be nominated by atoll council.
- 4.7. Baa Atoll Biosphere Reserve (1 member) (Secretariat)
- 4.8. Maldives National University, Faculty of Engineering, Science and Technology (1 member)
- 4.9. Culture and Heritage Representative (private sector)
- 4.10. Agriculture Representative (private sector)
- 4.11. Guesthouse and Dive Center Representative (private sector)
- 4.12. Fisheries Representative (private sector)
- 4.13. Liveaboard Representative (private sector) (to be represented by the Liveaboard Association)
- 4.14. Resorts Representative (private sector)
- 4.15. NGO Representative

Each organisation should propose a primary member and alternative member.

The members of Culture and Heritage Representative, Agriculture Representative, Fisheries Representative, and NGO Representative will be selected through a public announcement via gazette and a transparent evaluation process.

The members of Guesthouse and Dive Center Representative and Resort Representative will be selected from members paying partnership fee to the Baa Atoll Conservation Fund. If more than one party expresses interest, selection will be made among the interested parties by consensus. If a consensus is not reached, the selection will be made depending on the duration of the partnership.

The membership term for all members of the committee is three years, with renomination after three years. Inactive members positions will be renominated/readvertised for.

Alternative member of Atoll Council representative and Island Council representative should be a civil service senior management staff.

Observers from relevant sectors of policy level can be invited to meetings depending on the issue being discussed.

## 5. Role of the Advisory Board

The roles and responsibilities of the committee is given below:

- 5.1. Advise the Baa Atoll Biosphere Reserve Office on the development and implementation of Action Plan of Baa Atoll Biosphere Reserve.
- 5.2. Advice on development and implementation of management plans for core areas in Baa Atoll Biosphere Reserve.
- 5.3. Advise on the need for additional core and buffer areas at least once every 5 years in Baa Atoll Biosphere Reserve.
- 5.4. Monitor and assist the implementation of the MAB Strategy and associated action plans approved by the MAB NC Maldives in Baa Atoll Biosphere Reserve.
- 5.5. Support national and international research related to biodiversity, environment protection and livelihoods to be conducted in Baa Atoll Biosphere Reserve.
- 5.6. Prepare and approve of the Annual Report from of Baa Atoll Biosphere Reserve to be submitted to the MAB NC Maldives. The report should include:
  - 5.6.1. Annual assessment of the performance of Baa Atoll Biosphere Reserve.
  - 5.6.2. A summary of the purpose and objectives and strategy of Baa Atoll Biosphere Reserve.
  - 5.6.3. A detailed review of annual activities for each of the three main strategic objectives of the Biosphere Reserve, with case studies for projects of particular interest.
  - 5.6.4. Summary information on plans of Baa Atoll Biosphere Reserve for the following year, including longer term ambitions and challenges.
  - 5.6.5. Summary information and data on Baa Atoll Biosphere Reserve's income and expenditures, with break down according to strategic objectives
  - 5.6.6. The Baa Atoll Biosphere Reserve Office audited financial statement for the reporting period and the summary of the auditor's report.
- 5.7. Any other matters concerning the implementation of MAB program in the Biosphere Reserve.

## 6. Role of the Chair

The role of the chair is:

- 6.1. Chair the committee meetings
- 6.2. Lead the committee and ensure the implementation of roles identified in Clause 5.
- 6.3. Ensure the members performance and advice on the appropriate changes needed to strengthen the function of the committee.

## 7. Role of Individual Members

Each individual member represents the organization which they belong to in the committee. The roles of the individual members of the board are:

- 7.1. Attend the committee meetings. If the primary member is unable to attend a meeting they should inform the secretariat a minimum of 24 hours in advance, and ensure that the alternative member attends the meeting. If an organization fails to attend three consecutive meetings, a new nomination from the organization will be requested by the chair.
- 7.2. Report back to the organization and ensure that key personnel of the organization is informed regarding the matters discussed in the committee meetings.
- 7.3. Support and advice on any other matters concerning the implementation of MAB Action Plan in the Biosphere Reserve.

## 8. Role of Secretariat

The secretariat of the committee is Baa Atoll Biosphere Reserve Office. The role of the secretariat is:

- 8.1. Arrange the logistics of the committee meetings
- 8.2. Prepare the agenda of the committee meetings. The secretariat should communicate the agenda to the members 3 days in advance, for approval from the committee members.
- 8.3. Prepare meeting minutes / reports of the meeting to be submitted for approval from the committee in the next meeting
- 8.4. Report on the communications from committee to MAB NC Maldives.

## 9. Frequency of Meetings

Meetings will take place a minimum twice a year. Additional meetings can be arranged based on need basis.

Where additional or “extra ordinary” meetings are arranged on a frequent basis to deal with a specific issue, it would be recommended that the Chair discuss arrangements for establishing a sub-committee or a working group to deal with the issue until a full resolution has been achieved. The sub-committee should be disbanded once the matter for which it has been established is resolved

## 10. Quorum

The quorum will be achieved by:

- 10.1. The chair
- 10.2. Eight primary / alternative members