

TWELFTH MEETING OF PARTNERS OF THE EAST ASIAN – AUSTRALASIAN FLYWAY PARTNERSHIP
Cebu, Philippines, 8-14 November 2025



Decision 4

Terms of Reference of the EAAFP Technical Advisory Group

Submitted by Management Committee

Summary

The Terms of Reference of the Technical Sub-Committee were first adopted at MOP9 in 2017 and subsequently updated at MOP10 and MOP11. As part of the governance harmonisation review, Management Committee reviewed the Terms of Reference to identify any areas for improvement and possible amendment. Management Committee identified a small number of potential improvements to harmonise the Terms of Reference with the Management Committee and Finance Sub-Committee Terms of References. Partners were consulted on the proposed amendments in mid-2024 and were invited to suggest further ideas for improvement. Management Committee reviewed all input that was provided and endorsed the proposed amendments at Attachment A for consideration at MOP12. Importantly, Management Committee agreed that all Terms of Reference of the Committees and Sub-Committees would be harmonised to improve clarity and consistency.

Partners are invited to review and adopt proposed amendments outlined at Attachment A.

Background

1. The Terms of Reference for the EAAFP Technical Sub-Committee were first adopted at MOP9 in 2017 and further reviewed and amended by Partners at the 10th and 11th Meeting of Partners.
2. The Terms of Reference outline the functions of the Sub-Committee including its administration, role and membership structure.
3. On behalf of Partners, the Management Committee reviewed and discussed the Terms of Reference at its meetings on 6 July 2023 and 15 November 2023. Management Committee members identified a range of issues and potential amendments to the Terms of Reference, in particular the need to harmonise the document with the Terms of Reference of both the Management Committee and Finance Sub-Committee.

4. The Management Committee requested advice from the Technical Sub-Committee on their Terms of Reference between 25 August to 6 October 2023. No comments were received.
5. On behalf of Management Committee, the Chair circulated proposed amendments to the Terms of Reference of the Technical Sub-Committee on 3 June 2024 to all Partners and invited comments by 31 July 2024.
6. The Chair hosted a webinar on 18 July 2024 to support consultation and seek views on the proposed amendments and address any points of clarification.
7. Three Partners attended the webinar (New Zealand Government, Wild Bird Society of Japan, Australasian Wader Studies Group). No written comments were received on the proposed amendments to the Terms of Reference of the Technical Sub-Committee.
8. In summary, Partners who attended the webinar were broadly supportive of the proposed changes.
 - a. New Zealand questioned the lines of reporting between the Technical Sub-Committee, Management Committee and the Meeting of the Partners.
 - b. It was proposed that the Technical Sub-Committee be elevated to a full Committee to advise on technical elements of the Partnership and work closely with the EAAFP Science Unit and working groups and task forces.
9. To address comments raised by New Zealand, a number of additional amendments are proposed by the Management Committee including:
 - a. Providing an option to elevate the Sub-Committee to a full Committee function.
 - b. A clear description of the Sub-Committee and their work, including reporting lines to the Meeting of the Partners.
 - c. The inclusion of conflict-of-interest declarations for members.
 - d. A reduction in the notification time of meetings to improve efficiency.
 - e. Minor text amendments throughout the Terms of Reference to improve clarity and structure.
10. The revised Terms of Reference of the Technical Advisory Group are at [Attachment A](#). It should be noted that while it may appear that a significant amount of new text is being proposed, the majority of additions have been sourced from the Technical Sub-Committee Rules of Procedure to ensure harmonisation with the Terms of Reference for both the Management Committee and Budget and Finance Sub-Committee.
11. Partners are invited to review the revised Terms of Reference and provide any final comments.

Decision:

- That Partners approve the proposed amendments to the Terms of Reference of the Technical Advisory Group.