



# Convention on the Conservation of Migratory Species of Wild Animals

Secretariat provided by the United Nations Environment Programme



## 40th Meeting of the Standing Committee

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### FORMAT FOR THE COSTED WORK PROGRAMME OF THE CMS SECRETARIAT

*(Prepared by the UNEP/CMS Secretariat)*

1. The present document has been prepared in response to calls by Parties for greater clarity on the work of the Secretariat and related resource requirements.
2. In the period since the 10<sup>th</sup> Meeting of the Conference of the Parties to CMS (COP10), the Secretariat has given consideration to the format for a Costed Work Programme. The Secretariat is developing a detailed list of activities expected of the Secretariat, based on existing mandates as well as those emerging from COP10 and the work required to service the various instruments.
3. The detailed list of activities is being grouped into programme areas and the staff resources (both from the core budget and those raised through voluntary contributions) contributing to each Programme area identified. The programme areas identified are as follows:
  - Executive Direction and Management;
  - Interagency Cooperation and Partnerships;
  - Science, Data and Marine Programme;
  - Policy and Agreements;
  - Information, Communication, Outreach and Capacity Building.
4. After aggregating activities at a fairly high level of detail, approximately sixty activity areas have been identified, many of which still need further refinement. Resource requirements also need to be elaborated. Before expending more effort on this endeavour, the Secretariat felt it prudent to seek the guidance of the Committee as to whether the proposed format meets the expectations of Parties.
5. To facilitate discussion by the Committee, a draft format for the Information, Communication, Outreach and Capacity-Building Programme area is provided in Annex I of the present document.

#### **Action requested:**

The Standing Committee is invited to provide comments to guide the Secretariat in the development of a Costed Work Programme.

## Annex I - CMS Costed Work Programme (draft format) (excerpt)

### Information, Communication, Outreach and Capacity-Building

No	Activity	Activity Costs		
		Available		Required
		Core	Voluntary	
1.1	Develop, enhance and maintain the CMS website including integration of a back-end database and content management system with a view to providing more interactive content, update the site's layout and ensure availability in English, French and Spanish. Furthermore, utilize web and social networking technologies to develop targeted content for specific audiences such as conservationists, the press, national focal points, academia, NGOs and other special interest groups.			
1.2	Develop and support the production of online tools (e.g. Decision-makers' toolkit, InforMEA, CMS Family Workspace, Online National Reporting System etc.) aimed at supporting Parties with MEA implementation.			
1.3	Production of information materials, publications, newsletters, guidebooks, brochures etc. targeted towards specific audiences and stakeholders.			
1.4	Foster greater cooperation with the media, including utilizing UNEP's broad corporate and regional networks, to enhance the widespread dissemination of CMS's media clips, interviews, press releases etc.			
1.5	Undertake awareness-raising activities and campaigns including: the organization of special events, exhibitions, multimedia productions, the Lufthansa/Museum Koenig thesis award, appointment of CMS ambassadors and foster widespread participation in activities relating to the conservation of migratory species.			
1.6	Develop capacity building tools (e.g. e-learning tools, manuals, guidebooks etc.) and undertake a range of capacity building activities (e.g. negotiator training, national focal points training, integration of CMS priorities into NBSAPs etc.) aimed at enhancing implementation of the Convention.			

#### Professional Staff Resources utilized for Programme Area

Funding	Position	Time allocated (%)
CMS Core Funded Staff		
	Information and Capacity-Building Officer (P-4)	90
Voluntary Funded Staff		
	Junior Professional Officer (P-2)	100
	Junior Professional Officer (P-2)	60