

## **Annex 3. Terms of Reference of Wetland City Network**

### **Purpose**

Wetland Cities of the Ramsar Convention provide a huge potential to promote the conservation and wise use of urban and peri-urban wetlands in support of the Ramsar Strategic Plan. The establishment of a network of Wetland Cities aims to contribute to the implementation of the Ramsar Convention through collective efforts of local governments and local communities.

The network will serve as a platform that will allow the 1) effective access to communication channels among Wetland Cities, 2) promote the exchange of information about experiences and lessons learned in managing urban and peri-urban wetlands with respect to local policies, 3) facilitate dialogues to develop environmental and socio-economic cooperation among Wetland Cities, and 4) exchange of human resources among network members.

### **Membership and Composition**

Wetland Cities accredited by the Ramsar Convention can join the network as members.

Cities that are interested in the Wetland City Accreditation scheme are welcome to participate in activities of the network as observers.

Any organization, including international, national and local level governmental or non-governmental organization, that is supportive to the network will be able to be involved in activities of the network as observers.

### **Secretariat**

The Ramsar Regional Center – East Asia will serve as Secretariat of the network. The functions of the Secretariat shall be as follows:

1. organize or assist the host city in organizing the regular meetings of Wetland City Mayors,
2. maintain close coordination and communication among members,
3. facilitate the exchange of information among members,
4. maintain and update the website of the network,
5. forge camaraderie and partnerships among members, and
6. invite cities and organizations that are interested to participate in network activities.

### **Operation**

1. Wetland Cities shall strive to actively participate in all network activities.
2. Members of the network shall meet regularly on an annual basis through the Mayors' Roundtable. The Mayors' Roundtable aims to serve as the main forum for decision-making, primarily by consensus or by majority votes, and face-to-face discussions by Wetland Cities on priority issues.
3. Network members will share information and experiences on the development and implementation of wetland-related policies and programs related to conservation, wise use, management and education.

## **Financial Arrangements**

1. Members will participate in activities of the network, including attendance to regular meetings, by utilizing their own resources.
2. For other activities of the network such as development and management of a website for the network, members will share the cost based on agreement.

## **Review of Terms of Reference**

These Terms of Reference will be reviewed by members of the Wetland City Network at least once every three (3) years in accordance with the cycle of the Meeting of the Conference of Contracting Parties to the Ramsar Convention (Ramsar COP). Any amendments to this Terms of Reference shall require deliberation and approval by the Wetland City Network.