

## **Terms of Reference of the Wetland City Network**

### **Purpose**

Wetland Cities of the Ramsar Convention on Wetlands 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 Convention on Wetlands through collective efforts of local governments and communities.

The Wetland City Network will serve as a platform that (1) enables effective communication among Wetland Cities, (2) promotes information exchange on experiences and lessons learned in managing urban and peri-urban wetlands with respect to local policies, (3) facilitates dialogues to develop environmental and socio-economic cooperation among Wetland Cities, and (4) provides access to exchanges of resources among network members.

### **Membership and Composition**

Wetland Cities accredited by the Convention on Wetlands may join the network as members.

The Wetland City Network may accept observers, provided that they comply with the following criteria:

1. international, national and local level governmental or non-governmental organizations that demonstrate willingness to support the activities of the Wetland City Network;
2. cities that are interested in becoming a Wetland City and joining the Wetland City Network;
3. formally expresses intent to become an observer of the Wetland City Network; and
4. officially registered as observer by the Wetland City Network Secretariat.

### **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. coordinate technical and policy discussions among members through specific working groups;
5. promote the network via its website and social networking sites, among other forms of media;
6. forge camaraderie and partnerships among members, and assist members in developing programs that may provide funding opportunities for the sustainability of the network; and
7. invite cities and organizations that are interested to participate in network activities.

### **Operation**

1. Wetland Cities may strive to actively participate in all network activities.
2. Members of the network may meet regularly on an annual basis through the Mayors' Roundtable. The Mayors' Roundtable aims to serve as the main forum for decision-making on priority issues by consensus and may be conducted in person or via hybrid format, subject to the availability of resources of members.

3. Network members may also hold virtual technical level meetings, as necessary, in between Mayors' Roundtables.
4. Network members may share information and experiences on the development and implementation of wetland-related policies and programs related to conservation, wise use, management, education, among others.

### **Financial Arrangements**

1. Members may participate in activities of the network, including attendance to regular meetings, by utilizing their own resources.
2. Members may share financial resources with the Wetland City Network Secretariat or with other members to support the implementation of the Wetland City Network Strategic Plan and of other relevant activities as mutually agreed by the members.

### **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 Convention on Wetlands (Ramsar COP). Any amendments to this Terms of Reference shall require deliberation and approval by the Wetland City Network.