



Terms of Reference
of the Regional Steering Committee of the GF-TADs
for Europe

16 November 2020

Foreword

The Global Framework for the progressive control of Transboundary Animal Diseases (GF-TADs) is a facilitating mechanism, based on a joint initiative from the Food and Agriculture Organization of the United Nations (FAO) and the World Organisation for Animal Health (OIE) that aims, in association with other relevant partners, to initiate and support regional cooperation for the control of transboundary animal diseases (TADs).

As a general principle, the GF-TADs governance bodies at the global level will not interfere in the existing activities of each organization and will not duplicate work already done by each organization in the framework of its mandate. The governance bodies will respect the roles and existing activities and mandates of the OIE and FAO, concerning the management of Animal Health Information.

Specific reference for these terms of reference is the OIE-FAO general agreement on GF-TADs, signed on May 24, 2004.

This version of the Terms of References of the GF-TADs RSC for Europe is the result of progressive development and extraordinary results achieved in the period from 2005 to 2020, as confirmed by the 3rd External Evaluation of GF-TADs (2017/2018) and endorsed by many partners in Europe, with the intention to align the modus operandi with the specific epidemiological situation, expectations by Member Countries and activities of the Global Steering Committee and the Management Committee of GF-TADs.

Acronyms

EMC-AH:	Emergency Management Centre for Animal Health (FAO)
FAO:	Food and Agriculture Organization of the United Nations
GLEWS:	The Joint FAO–OIE–WHO Global Early Warning System for health threats and emerging risks at the human–animal–ecosystems interface
GS:	Global Secretariat of the GF-TADs
GSC:	Global Steering Committee of the GF-TADs
MC:	Management Committee of the GF-TADs
OFFLU:	Joint OIE-FAO network of expertise on animal influenza
OIE:	World Organisation for Animal Health
RAHCs:	Regional Animal Health Centers
RECs:	Regional Economic Communities
REMESA:	Mediterranean Animal Health Network
RS-Europe:	Permanent Secretariat of the GF-TADs Regional Steering Committee for Europe
RSC-Europe:	Regional Steering Committee of the GF-TADs for Europe
RSOs:	Regional Specialized Organizations
RSUs:	Regional Support Units
WHO:	World Health Organization

Terms of Reference of the Regional Steering Committee of the GF-TADs for Europe

1. REGIONAL STEERING COMMITTEE OF THE GF-TADS FOR EUROPE

1.1. Composition and management:

The GF-TADs Regional Steering Committee for Europe (RSC-Europe) is composed of the following members:

A. Voting members¹:

- The Four Members of the Bureau of OIE Regional Commission for Europe,
- Four OIE Delegates from selected countries (two EU Member States and two non-EU Member States),
- 1 representative from each Regional Specialized Organizations (RSO).

B. Non-Voting members:

- 1 Representative of OIE Headquarters (OIE Paris),
- 1 Representative of FAO Headquarters (FAO Rome),
- 1 FAO Regional Representative,
- 1 OIE Regional Representative,
- 1 WHO Regional Representative,
- 1 representative from each Regional Support Units (RSU),
- Representatives of Specific Donors.

The President of the Steering Committee is proposed from among the voting members of the Steering Committee by the Secretariat and appointed with the agreement of the majority of the Members. The appointment of the President shall be for a period of 4 years. On the proposal of the Secretariat and with the agreement of the members, the President can be reappointed by the same procedure.

The President appoints two Vice-Presidents from among the members of the Steering Committee in agreement with the Steering Committee.

The OIE Delegates of selected countries are elected for a renewable period of 4 years. When a seat becomes vacant, the President, in coordination with OIE and FAO, proposes the Delegate of another country from Europe (keeping the balance between EU and non-EU Member States) during the next meeting of the RSC-Europe, to be approved by the majority of the rest of the members. When the Delegate of a country changes, membership is systematically proposed to his/her successor. In case of his/her acceptance, approval by the majority of the rest of the members is required at the next RSC-Europe meeting.

Specific technical and funding partners as well as representatives of the private sector contributing to the control of TADs in Europe may be invited to RSC-Europe meetings on an *ad hoc* basis to provide input and advice on relevant matters. The RS-Europe will manage such invitations in consultation with the President and other RSC-Europe members.

¹ Each voting member has one vote, when a voting procedure is involved

1.2. Roles and responsibilities:

- To promote the control and eradication of specific TADs in the region and to provide strategic direction to the activities of the RS-Europe;
- To promote synergies between FAO and OIE activities related to transboundary animal diseases and between the GF-TADs global disease specific bodies.
- To foster a spirit of solidarity, transparency, and cooperation across the Europe region between Member Countries, donors, RSOs, RSUs and other parties involved in prevention and control of TADs;
- To ensure a harmonized and inclusive regional approach to TADs control and to contribute to the GF-TADs governance at global level, coordination with RSC of other regions, and ensure consistency with recommendations from GSC and global diseases specific bodies;
- To establish Standing Groups of Experts, Regional Advisory Groups or other technical assistance structures involved in cross-border control of TADs;
- To establish effective cooperation and coordination with, and to provide support to relevant FAO/OIE/WHO Tripartite structures in Europe in areas of mutual interest, in order to facilitate synergies and efficient exchange in relevant fields, while avoiding duplication of efforts and ensuring rational resource management;
- To encourage coordination with other networks, capacity building and technical assistance projects which are active in Europe or subregions of Europe, or neighboring regions, for prevention and control of priority TADs for the region;
- To support and advise the GS on issues related to GF-TADs for Europe;
- To contribute to and review draft of the Global Strategy, Global Action Plan and list of TADs of global priority;
- To develop and validate the regional operational Action Plan and to ensure prioritization of TADs based on specific epidemiological situation in Europe, expectations from Member Countries, and aligned with the strategic documents of the GSC, if any;
- To validate any updates to the regional operational Action Plan and monitor its implementation with the support of the RS-Europe;
- To validate and endorse the reports of meetings, the Terms of Reference, the standard operational procedures, and the principles of GF-TADs branding (labeling) of events carried out in Europe;
- To encourage regional participation in the collection of information to conduct monitoring and evaluation of GF-TADs activities;
- For the President of the RSC-Europe to attend meetings of the GF-TADs governing structures when and if relevant (GSC, MC), with the support of the RS-Europe;
- To identify and engage when possible and as appropriate, potential NGOs, farmers' associations and regional organizations to be invited to technical meetings;
- To identify and share information on success stories through relevant channels (GF-TADs website, OIE Newsletter, FAO EMPRES News, etc.) and to provide guidance to the RS-Europe on the information to share through the regional GF-TADs website.

1.3. Rules of meetings:

- The RSC meetings shall have a quorum of half of the voting members + one voting member, with additional participation of at least RS-Europe, one representative from

the OIE and one representative from FAO;

- Decision making will be carried out by consensus of voting members. If consensus cannot be reached, decisions will be made by majority of voting members. If a decision cannot be reached by the voting members of RSC-Europe, guidance from GF-TADs MC may be sought.
- The meetings are conducted in English with no interpretation. Meeting documents are drafted and circulated in English. Translation of documents in other languages may be produced on an *ad hoc* basis depending on need and availability of financial resources or in-kind contribution.
- The reports of the meeting will be provided by the RS-Europe within a month after the meeting for electronic review and validation, subject of final endorsement of the President.
- The RSC shall be vigilant not to extend the number of participants over its capacity to maintain dynamic discussions and efficient decision processes.

1.4. **Relations with the global governance:**

The Steering Committee of the GF-TADs for Europe reports to the GF-TADs GSC. It addresses the transboundary animal health matters of the region ensuring good governance of Animal Health Systems (in line with the OIE / FAO Paper²: “*Ensuring good governance to address emerging and re-emerging animal disease threats: supporting the veterinary services of developing countries to meet OIE international standards on quality*”) it defines and implements appropriate policies and strategies regarding prevention and control of transboundary animal diseases including compliance with OIE standards, central command for TADs matters and enforcement of rules and regulations.

1.5. **Frequency and venue of meetings:**

The RSC-Europe will preferably meet on a yearly basis, either as a stand-alone meeting or held in the margins of OIE Regional Commission Conferences, technical GF-TADs meetings or other relevant regional meetings. Technical meetings may be held on an *ad hoc* basis depending on need and availability of financial resources.

In the absence of a face-to-face meeting, the RSC-Europe may also meet virtually to ensure regular frequency of meetings.

Communication, consultation and reporting of activities will be maintained electronically between meetings, in English.

All meetings, including extraordinary meetings will be convened by the President with support of the RS-Europe.

1.6. **Financial arrangements**

The OIE covers the cost for the participation of the members of the Bureau of the OIE Regional Commission.

The cost for the organization of meetings will be shared between funding partners, the OIE and the

² https://www.oie.int/fileadmin/Home/eng/Support_to_OIE_Members/docs/pdf/Good_vet_governance.pdf

FAO in the limits of available budgets.

Meeting costs for the representatives of developing member countries of the RSC-Europe will be provided from the budget of GF-TADs covered by the OIE and FAO, if available.

2. PERMANENT SECRETARIAT OF THE REGIONAL STEERING COMMITTEE

2.1. Location and management:

The Permanent Secretariat of the GF-TADs Regional Steering Committee for Europe (RS-Europe) is hosted and managed by the OIE Regional Representation, based in Moscow, Russian Federation.

2.2. Roles and responsibilities:

- To set up its Bureau in the OIE Regional Representation in Moscow, Russian Federation (OIE RR) with adequate resources to successfully complete their tasks and goals;
- In close cooperation and consultation with the President of the RSC-Europe, the FAO Regional Representation (FAO-RR) and OIE Sub-Regional Representations in Europe (OIE-SRRs) , be responsible for preparing agendas, invitations, draft recommendations and reports for meetings;
- To provide policy and strategic advice relevant to activities of GF-TADS in Europe to the RECs, RSOs and when relevant RSUs between meetings of the RSC-Europe;
- To undertake and maintain communication with the Global Secretariat (GS) and MC of the GSC, the RSOs, the RSUs, the RAHCs (when existing), the FAO-RR and OIE-SRRs and other regional technical bodies or organizations;
- To prepare the draft GF-TADs for Europe 5-year Action Plans and its regular updates;
- To support the development and implementation of the regional operational Action Plan, the recommendations of the RSC.
- To manage, in close coordination with the President of the RSC-Europe, the branding (labeling) procedure of regional events under the umbrella of GF-TADs for Europe;
- In close coordination with the President to regularly organize the RSC meetings and electronic consultation of the RSC when needed,
- To organize the nomination of the President of the RSC-Europe
- To attend relevant meetings when needed, of the GSC, RSUs and RSOs, to contribute to follow-up of sessions as required and when appropriate and to report summarized outcome to the President and GS;
- To share policy and strategic advice from experts and influential groups with RSOs and RSUs between meetings of the RSC;
- To maintain coordination with all parties contributing to regional GF-TADs and liaise with GF-TADs governance bodies (including joint disease specific bodies) and communicate regularly with the GS.
- To cooperate and coordinate with relevant OIE-FAO Reference Laboratories and Collaborating Centres and other international research and diagnostic establishments;
- To distribute the report and relevant materials from meetings to participants concerned within three months of each meeting, and to publish these on the GF-TADs regional website.
- To monitor the activities of the regional Action Plan.
- To report on the implementation of the GF-TADs for Europe activities in relevant regional

meetings, and to support the President of the RSC-Europe in his reporting activities.

- To draft reports to the RSC and to the GS, on behalf of RSC-Europe;
- To ensure proper information be available on the GF-TADs regional website and that GF-TADs partners be informed of the existence and update of the website and to share information on success stories through the website.

3. REGIONAL SPECIALISED ORGANISATIONS (RSOs)

RSOs are legally established bodies which are key actors in the implementation of GF-TADs and which, in interaction with OIE, FAO, their respective Regional Commissions, national veterinary services and technical specialists, strategize and prioritize activities for disease control, information reporting, surveillance, and risk mitigation.

The RSOs of the Region are currently: EU and EufMD.

4. REGIONAL SUPPORT UNITS (RSUs)

The RSU are defined in the GF-TADs Cooperation Agreement.

The RSUs of the region are currently:

- OIE Collaborating Centres and Reference laboratories.
- FAO Reference Laboratories
- EU reference Laboratories.
- REMESA.

5. SPECIFIC TECHNICAL & FUNDING PARTNERS

Donors and technical partners may be invited to hold a Consultative Partner Meeting during meetings of the RSC-Europe chaired by FAO and OIE. The list of partners will be updated periodically by regional representations of FAO and OIE.

For the Consultative Partner Meetings, secretariat services will be provided by the RS-Europe.

Invited partners will designate not more than two representatives to attend meetings.

6. PARTICIPATION OF THE PRIVATE SECTOR

Relevant regional bodies will promote the engagement of private industry, livestock producer associations, cooperatives, private veterinarians and civil society at large, and is envisioned at each opportunity and considered as part of the overall GF-TADs strategy, to gain such participation for better understanding of disease dynamics.

The participation of the private sector will be organized on an *ad hoc* basis according to guidance provided by the RSC-Europe on behalf of the President and in consultation with the MC.