

Report of the Secretariat on the Ramsar Regional Initiatives

Actions requested:

The Standing Committee is invited to:

- i) take note of the annual reports submitted by the Ramsar Regional Initiatives for 2019 in accordance with Resolution XIII.9 on *Ramsar Regional Initiatives 2019-2021*;
- ii) allocate funds from 2020 Ramsar core budget line D “Support Regional Initiatives” (Resolution XIII.2) to provide start-up funding to newly established Initiatives for their activities in 2020, as follows:
 - CHF 25,000 to the Ramsar Regional Initiative for the Senegal River Basin;
 - CHF 25,000 to the Ramsar Regional Initiative for the Amazon River Basin;
 - CHF 25,000 to the Ramsar Regional Initiative for Central Asia, and
 - CHF 25,000 to the Indo-Burma Ramsar Regional Initiative;
- iii) instruct the Secretariat to finalize contractual funding agreements with designated Ramsar Regional Initiatives, to allow smooth progress in the implementation of their 2020 work plans;
- iv) review and approve the proposed new format for the report of Ramsar Regional Initiatives, which was prepared by the Secretariat in response to Decision SC57-11, following the principles contained in paragraph 8 of Resolution XIII.9 and drawing from inputs from the Working Group on the Ramsar Regional Initiatives; and
- v) provide the Secretariat with guidance on the process Parties would like followed in inviting proposals for new RRIs.

Background

1. At its seventh meeting (COP7, San Jose, 1999), in Resolution VII.19 on *Guidelines for international cooperation under the Ramsar Convention*, the Conference of the Contracting Parties recognized regional cooperation as an effective means to promote and better implement the objectives of the Convention. This initiated the establishment and development of a formally established regional cooperation mechanism, now referred to as a Ramsar Regional Initiative (RRI).
2. At COP13 (Dubai, 2018), in paragraph 1 of Resolution XIII.9 on *Ramsar Regional Initiatives 2019-2021*, the Conference recalled that RRIs “which include regional centres for training and

capacity building and regional networks to facilitate cooperation, are intended as an operational means to provide effective support for improved implementation of the Convention in specific geographic regions, through voluntary international cooperation on wetland-related issues of common concern”.

3. Through paragraph 11 of Resolution XIII.9, the Contracting Parties endorsed the following 19 RRI as operating in the framework of the Convention until COP14 (2021);
 - Ramsar Centre for Eastern Africa (RAMCEA);
 - Ramsar Regional Centre for Training and Research in the Western Hemisphere (CREHO);
 - Ramsar Regional Centre – Central and West Asia (RRC-CWA);
 - Ramsar Regional Centre – East Asia (RCC-EA);
 - Ramsar Regional Initiative for West African Coastal Zone Wetlands (WACOWet);
 - Ramsar Regional Initiative for the Niger River Basin (NigerWet);
 - Ramsar Regional Initiative for the Senegal River Basin (SenegalWet);
 - Ramsar Regional Initiative for the Conservation and Wise Use of High Andean Wetlands (HAW);
 - Ramsar Regional Initiative for the Conservation and Wise Use of the Plata River Basin;
 - Caribbean Wetlands Ramsar Regional Initiative (CariWet);
 - Regional Initiative for the Integral Management and Wise Use of Mangroves and Coral Reefs;
 - Regional Initiative for the conservation and sustainable use of wetlands in the Amazon River Basin;
 - East Asian-Australasian Flyway Partnership (EAAFP);
 - Ramsar Regional Initiative for Central Asia (RRI-CA);
 - Indo-Burma Ramsar Regional Initiative (IBRRI);
 - Mediterranean Wetlands Ramsar Regional Initiative (MedWet);
 - Carpathian Wetland Ramsar Regional Initiative (CWI);
 - Nordic-Baltic Wetlands Ramsar Regional Initiative (NorBalWet); and
 - Ramsar Regional Initiative on Black and Azov Seas Coastal Wetlands (BlackSeaWet).

Progress of the 19 Ramsar Regional Initiatives in 2019

4. At COP12 (Punta del Este, 2015), in paragraph 12 of Resolution XII.8 on *Regional Initiatives 2016-2018 in the framework of the Ramsar Convention*, the Contracting Parties requested “the Standing Committee to assess annually, based on the reports submitted, according to the format adopted through Standing Committee Decision SC41-21, the functioning of Ramsar Regional Initiatives in relation to the Operational Guidelines, the implementation of the Convention and the Ramsar Strategic Plan 2016-2024, seeking support from the CEPA Oversight Panel as required”.
5. At COP13 (Dubai, 2018), in paragraph 8 of Resolution XIII.9, Contracting Parties decided that RRI, to maintain their formal recognition as an RRI, have to be in line with the following principles:
 - a. RRI must be endorsed by the Conference of the Contracting Parties, or intersessionally by the Standing Committee if they are new;
 - b. RRI must be subject to review by the Contracting Parties at each meeting of the Conference of the Parties;
 - c. RRI must develop terms of reference, which cover their own rules of procedure, structure, governance and membership, including the status of the Convention Secretariat’s participation in the RRI, and which should be consistent with the Resolutions and Recommendations of the Conference of the Parties;

- d. RRIs must be financially accountable;
 - e. RRIs should undertake tasks related to the implementation of the Convention in their region and can speak in their own name only, using their own logo only;
 - f. RRIs must submit to the Secretariat, according to the format approved by the Standing Committee, an annual report of progress on their work and a financial summary at the end of each year, together with a work plan and budget for the following year; and
 - g. RRIs that have been established for fewer than six years and that want to apply for start-up financial support from the Ramsar Convention core budget must request it in their budget submitted for the following year.
6. The Secretariat maintains regular contact with the RRIs to ensure that their objectives and work programmes are in alignment with the Convention's Strategic Plan, and that the Operational Guidelines for RRIs are applied.
 7. The coordinators of RRIs were requested to use the annual reporting format (Document SC41-13 Annex I, available from <https://www.ramsar.org/activity/ramsar-regional-initiatives>) and to send their report of progress of activities undertaken in 2019 and planned activities for 2020, including a financial overview, to the Secretariat by 20 January 2020. These reports are available at: https://www.ramsar.org/search?sort=field_sort_title&order=asc&f%5B0%5D=field_tag_body_event%3A593&f%5B1%5D=field_document_type%3A573&f%5B2%5D=field_sort_date%3A2020&search_api_views_fulltext.
 8. Two reminders to submit annual reports were sent to all RRIs, and the Secretariat followed up individually with RRIs in each region. However, an annual report was not received from CREHO by 29 February 2020.
 9. The Secretariat reviewed the reports submitted and prepared a summary of the information, focusing on the results achieved by the 18 reporting RRIs and their ongoing activities, as well as the application of the principles for RRIs defined in paragraph 8 of Resolution XIII.9. The summary is presented at Annex 1 of this document. According to the reports, the main activities carried out by RRIs in 2019 were: provision of events or workshops to enhance capacity (e.g. wetland management, assessment), and awareness raising through organizing of events, update of websites, and establishment of networks among member countries. Based on the information received, it is difficult to evaluate the impact of the completed activities.
 10. Paragraph 8.d) of Resolution XIII.9 indicates that RRIs must be financially accountable. No financial information was received from NigerWet or MedWet. The financial information provided in other reports enables only limited understanding of the effectiveness of the operations of RRIs, and it is unclear how funds are spent on administrative and programmatic activities.
 11. Commonly recognized challenges identified from the reports were limited financial resources and difficulties in mobilizing new resources, that resulted in delayed implementation of activities and changes to work plans. To reduce such challenges, paragraph 25 of Resolution XIII.9 encourages the Contracting Parties concerned to take the necessary steps to achieve financial sustainability of the RRIs, preferably through financial support from a variety of sources, to establish mechanisms and procedures to ensure their sustainability beyond specific project periods, and to try to avoid RRIs becoming dependent on a single major donor, in order to promote the financial stability of the RRI.

Allocation of Ramsar core budget funds for activities of new RRI in 2020

12. In paragraph 14 of Resolution XIII.9, the Conference of the Parties notes “that Resolution XIII.2 on *Financial and budgetary matters* includes within the Convention core budget for 2019-2021 a budget line ‘Support to Ramsar Regional Initiatives’, to provide start-up support for the running costs of RRIs established for fewer than six years”.
13. Through paragraph 15 of Resolution XIII.9, Contracting Parties decided “that the levels of financial support from the Convention core budget to eligible RRIs for the years 2019, 2020, and 2021 will be determined annually by the Standing Committee, based on the most recent annual reports and updated work plans to be submitted in accordance with the required format and timetable, and informed by the specific recommendations made by the Subgroup on Finance and Standing Committee”.
14. At its 57th meeting (SC57), the Standing Committee through Decision SC57-48 approved the allocation of CHF 100k from the core budget to RRIs, as in Table 2 of Annex 9.2 of the meeting report, and instructed the Secretariat to contact SenegalWet regarding the unspent balance from previous years and its capacity to implement an additional contribution for 2019. Following the instruction, the Secretariat contacted SenegalWet regarding the need for an additional allocation of CHF 25K; the representative of the Initiative informed the Secretariat that unspent funds from the previous year were adequate for 2019 operations. Based on this outcome, the Subgroup on Finance instructed the allocation CHF 100K from the core budget to RRI activities in 2019 to be split equally among the three other RRIs eligible for support from the Secretariat.
15. For 2020, the four RRIs eligible for support from the Secretariat submitted, as part of their financial reports and work plans for 2020, new requests for Ramsar core budget support as detailed in Table 1 below.

Table 1: Summary of expenditure in 2019 and funding of new Ramsar Regional Initiatives for 2020

Ramsar Regional Initiative	2019 expenditure (CHF)			2020 funding (CHF)		
	Approved allocation for 2019	Reported expenditure in 2019 *	Balance carried forward from 2019 *	Forecast / budgeted expenditure for activities in 2020	Requested 2020 contribution	Secretariat’s proposed budget 2020 allocation
Senegal Basin	0	32,944	8,256	77,000	42,744	25,000
Amazon Basin	33,333	0	67,727	92,000	25,000	25,000
Central Asia	33,333	63,824	10,929	40,929	30,000	25,000
Indo-Burma	33,333	207,823	45,945	133,000	30,000	25,000
Total	100,000	304,591	132,857	342,929	127,744	100,000

* Including other resources (e.g. residuals from previous years and /or project funding)

16. The Standing Committee is invited to decide how to allocate the amount available (CHF 100,000) in the Ramsar Core budget line D “Support to Regional Initiatives”. The Secretariat proposes in Table 1 an allocation of CHF 25,000 to each of the four eligible RRIs for their activities in 2020.

New reporting template and guidance

17. Following Decision SC57-11, through which the Standing Committee “requested the Secretariat to review the reporting format and process and to prepare the summary assessment requested in paragraph 28 of Resolution XIII.9”, a new reporting template has been prepared by the Secretariat incorporating comments from the Working Group for RRI (received from five Contracting Parties and three RRI) and is included in the present document as Annex 2. The proposed template includes guidance on how to prepare the report to ensure greater consistency between RRI and that the work of each RRI is in line with the principles in Resolution XIII.9, paragraph 8. This reporting format will enable the Secretariat to more effectively review and prepare a summary assessment of the operations and achievements of the RRI operating during the period 2019-2021 for consideration by the Standing Committee and for submission to COP14 (Resolution XIII.9, paragraph 28).

Guidance on call for proposals of new RRI

18. Resolution XIII.9, paragraph 13, instructs the Secretariat to open the call for proposals for new RRI, to be endorsed by the Conference of the Parties at COP14 or by the Standing Committee at its meetings before COP14. However, guidance has not been provided as to how this should be done. The Secretariat requests Standing Committee to provide guidance on the process Parties would like followed in inviting proposals for new RRI.

Annex 1
Summary of RRIs Annual Report 2019 and principles from Resolution XIII.9

Ramsar Regional Initiative (RRI) and year of establishment	Principles from Resolution XIII.9					Planned budget for 2019 (CHF unless stated)	Expenditure in 2019 (CHF unless stated)	Financial resources	Key activities	Challenges
	No. of countries supporting the RRI	TORs (including ROPs)	Structure and governance	Status/role of the Convention Secretariat	Financial management					
Ramsar Centre for Eastern Africa (RAMCEA), 2009	5	Yes	Governing Council is the supreme policy-making body and responsible for all affairs. The RAMCEA Secretariat is responsible for day-to-day activities and report to the Governing Council.	Observer	RAMCEA Secretariat's responsibility	185,000	31,867	Government of Uganda, UN Foundation	- Capacity building (wise use principles capacity needs assessment, establishment of roster for wetland experts) - Wetland assessment in Uganda - Enhancement of knowledge and awareness (update of RAMCEA website, distribution of Earth observation tool box, - Preparation of CEPA action plan - Resource mobilization (drafted resource mobilization strategy).	Limited resources
Ramsar Regional Centre for Training and Research in the Western Hemisphere (CREHO), 1999	30	Yes	Governance Body is the Board of Directors (responsible for all financial, administrative and operational decisions)	Permanent Member of the Board of Directors	Responsibility of the Board to approve budget and oversight financial management	No information as no submission of annual report				

Ramsar Regional Initiative (RRI) and year of establishment	Principles from Resolution XIII.9					Planned budget for 2019 (CHF unless stated)	Expenditure in 2019 (CHF unless stated)	Financial resources	Key activities	Challenges
	No. of countries supporting the RRI	TORs (including ROPs)	Structure and governance	Status/role of the Convention Secretariat	Financial management					
Ramsar Regional Centre - Central and West Asia (RRC-CWA), 2002	15	Yes	Administrative bodies are the Collaborative Management Board and the RRC-CWA Secretariat. The Collaborative Management Board provides strategic guidance, approves programmes/activities, and approves budget and financial regulation.	Collaborative Management Board Member	Collaborative Management Board reviews annual reports and approves the budget and financial regulations.	No information	76,230	Government of Iran (Department of Environment, Ministry of Energy), UNDP (National Wetland Conservation Plan of Iran)	- CEPA (WWD celebration), celebration - Ramsar Advisory Mission no. 88 (under progress of endorsement of the report) - Promotion of wise use of wetlands through research and sustainable management (organized workshop) - Expand collaboration and corporation with other organizations (UNDP, RRC-EA)	Financial difficulties, mainly caused by the Centre's legal status and identity.
Ramsar Regional Centre - East Asia (RRC-EA), 2009	18	No (structural information is available on the website)	The Steering Committee provides guidance in the development of policies and programmes. The Executive Director leads the day-to-day operations.	Steering Committee member	Reported to Steering Committee, Financial Officer is posted.	1,024,051	683,800	Ministry of Environment (Republic of Korea), Suncheon City, donation	- Regional Training Workshop (wetland manager training, policy dialogue), - Development of training modules (rapid assessment) - Promotion of WWD - Networking with Wetland Link International Asia - Grant programme (4 projects approved for wise use of wetlands, 3 projects approved for WWD) - Meeting of the Independent Advisory Committee for Wetland City Accreditation	No information

Ramsar Regional Initiative (RRI) and year of establishment	Principles from Resolution XIII.9					Planned budget for 2019 (CHF unless stated)	Expenditure in 2019 (CHF unless stated)	Financial resources	Key activities	Challenges
	No. of countries supporting the RRI	TORs (including ROPs)	Structure and governance	Status/role of the Convention Secretariat	Financial management					
West African Coastal Zone Wetlands Network (WACOWet), 2009	13	Yes (draft)	The Supervisory Council is in charge of the overall supervision of the policies of the WACOWet Secretariat, and it monitors and reviews implementation of strategies, annual plan, risk management, and financial situation / management.	Observer	Financial & Accounting Procedure Manual (2013) captures the procedures of planning and budget, accounting policy, financial reports, accounting registers / documents.	56,000	46,745	Government of Senegal, fundraising (technical and financial partnership)	- Partnership development with regional institution (Regional Partnership for Coastal and Marine conservation) - Meeting of the governance board (12 countries participated)	Limited financial resource
Niger River Basin (NigerWet), 2006	9	Yes (draft)	The Supervisory Council is in charge of the overall supervision of the policies of the NigerWet Secretariat, and it monitors and reviews implementation of strategies, annual plan, risk management, and financial situation / management.	Observer	Financial & Accounting Manual (2013) captures the procedures of planning and budget, accounting policy, financial reports, accounting registers / documents.	50,000	None	No information given	- NFPs received training on UNOPS project development - Collected data to update RIS (Niger and Guinea)	No information
Ramsar Regional Initiative for the Conservation and Wise Use of High Andean	8	Yes	The Coordination Committee (National Focal Points from member countries) have annual meetings to follow up the implementation of the	Provides support to the Coordination Committee	Coordination Committee (previous Standing Committee allocations were	In-kind	In-kind	Member countries	- ERHAA annual regional meeting - Revision and adjustment of regional project proposals for capacity building	No information

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	No. of countries supporting the RRI	TORs (including ROPs)	Structure and governance	Status/role of the Convention Secretariat	Financial management					
Wetlands (HAW), 2005			strategy and its action plan.		administered by the Secretariat under decisions of the Coordination Committee).					
Initiatives for the Conservation and Wise Use of the Plata River Basin, 2009	5	Yes	The Coordination Committee (member countries) as a governance body reviews progress annually.	Provides support to the Coordination Committee	Coordination Committee (previous Standing Committee allocations were administered by the Secretariat under decisions of Coordination Committee).	72,738	42,738	Wetlands for the future Fund (Bolivia, Paraguay, Uruguay) CHF 72,738	- Capacity building for wetland management in the member countries.	No information
Caribbean Wetlands Regional Initiative (CariWet), 2009	14 (11 from Contracting Parties, 3 from overseas territories)	Yes	The Regional Initiative Committee is coordinated by two member countries and includes all Contracting Parties members of the initiative, the Ramsar Secretariat, and the Caribbean sub-regional representatives at the Standing Committee (past, present, and future).	Regional Initiative Committee member providing support	Coordination Committee (previous Standing Committee allocations were administered by the Secretariat under decisions of Coordination Committee)	No information given	In-kind	Member countries	- IKI Project: Adjustments and designation of personnel and headquarters for the project	No information

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	No. of countries supporting the RRI	TORs (including ROPs)	Structure and governance	Status/role of the Convention Secretariat	Financial management					
Regional Initiative for the Integral Management and Wise Use of Mangroves and Coral Reefs, 2009	14	Yes	The coordination committee of the Initiative is led by two member countries and includes all Contracting Parties with Secretariat's support.	Provides support to the regional committee	Coordination Committee (previous Standing Committee allocations were administered by the Secretariat under decisions of Coordination Committee)	1,755 and in-kind	1,755 (IUCN COAs) and in-kind	IUCN COAs	- Preparation of portfolio for regional projects in order to find funding sources - Annual meeting - Participation in Ocean Community on Mangroves in Montreal	No information
East Asian-Australasian Flyway Partnership, 2006	18	No (structural information is available on their website)	The EAAFP Management Committee provides general policy, operational and financial direction to the EAAFP Secretariat. A meeting of the Partnership is held annually to oversee the implementation of the Partnership.	Partner	Reporting to the Meeting of Partners (MOP), Financial officer position posted	920,594	650,701	Incheon Metropolitan City government, EAAFP Partner voluntary contributions, fundraising	- Development of Flyway Site Network (4 sites designated) - CEPA on migratory waterbirds and their habitats (newsletter, social media, WWD) - Research, monitoring, knowledge generation & capacity building (annual small grant program, 10th anniversary event) - Flyway-wide approaches to conservation (facilitator IUCN Yellow Sea working group) - Drafted a EAAFP Resourcing Plan	No information

Ramsar Regional Initiative (RRI) and year of establishment	Principles from Resolution XIII.9					Planned budget for 2019 (CHF unless stated)	Expenditure in 2019 (CHF unless stated)	Financial resources	Key activities	Challenges
	No. of countries supporting the RRI	TORs (including ROPs)	Structure and governance	Status/role of the Convention Secretariat	Financial management					
Mediterranean Wetlands Initiative (MedWet), 1991	27	Yes	The Initiative includes the Mediterranean Wetlands Committee (MedWet/Com); the MedWet Steering Group; the MedWet Scientific and Technical Network; the MedWet Secretariat. The MedWet/Com is responsible for overseeing the implementation of the initiatives, including approval of strategic documents, annual budget and audited financial reports.	Member of the Steering Group	The MedWet Secretariat administrates the approved budgets and submits the annual financial report to the MedWet Steering Group and the MedWet/Com.	No information given	No information given	Contribution from MedWet partner countries, MAVA foundation, French Biodiversity Agency	<ul style="list-style-type: none"> - Workshop/training programme socio-economic valuation of ecosystem services - Establishment of Policy Task Force) - Effectively conserving and managing the Ramsar Site Network (establishment of network of site managers) - Promotion of wise use of wetland (support for Ramsar cities accreditation, for update of national inventory - Enhancing implementation of the Ramsar Convention (coordination and reinforcement of MedWet Scientific Technical Network - Communication through publication of monthly newsletter, WWD, preparation of 3 years capacity building for fundraising). 	No information
Carpathian Wetland Initiative (CWI), 2006	7	Yes	The implementation body of CWI is a Board, which is composed of the focal points from each member. The Board elects a chair to guide the proceedings and meet periodically.	Provide inputs to the Board	No detailed information	68,728 (EUR)	19,285.94 (EUR)	State Nature Conservancy of the Slovak Republic (SNC SR SK), Ministry of Environment	<ul style="list-style-type: none"> - Mainstreaming of wetlands (into sectoral policies, development of proposal for Climate Change) - River basin management (development of projects, facilitation of bilateral consultation) 	No information

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	No. of countries supporting the RRI	TORs (including ROPs)	Structure and governance	Status/role of the Convention Secretariat	Financial management					
								(Czech Republic, Hungary, Romania, Slovakia, Ukraine), Danube Transnational Programme projects, CE Centralparks project, BfN DE, CWI budget from Hungary)	<ul style="list-style-type: none"> - Ecological networks and management of sites (participation in projects related to wetland connectivity issues, designation of Ramsar Sites (7 Sites in Ukraine)) - Prevention of environmental damage (consultations with partners for building of dam on Basca Mare) - Wetlands conservation and restoration (participation in peatland workshop) - Climate change (participation in the meeting of the CC working group, discussion on priorities for projects) Research, monitoring and information system (participation in workshop on systematic exchange and science in decision making, participation in Centralparks project) - CEPA (updated website, promotion of CWI through mass media, presentation on CWI at the meeting of the Slovak Ramsar Committee, consultation on training programme with Czech Ministry of Environment) 	

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	No. of countries supporting the RRI	TORs (including ROPs)	Structure and governance	Status/role of the Convention Secretariat	Financial management					
Nordic-Baltic Wetlands Initiatives (NorBalWet), 2005	9	Yes	The Coordination Group is composed of the Ramsar National Focal Points from each participating county and it is the decision-making body.	Member of the Coordination Group	Host Country provides administrative support	10,800 (EUR)	8,904 (EUR)	Ministry of Environment (Finland)	- Coordination of meetings, - Update of website - Communications (public events)	Coordination for mutual projects was low.
Ramsar Regional Initiative on Black and Azov Seas Coastal Wetlands (BlackSeaWet), 2007	7	Yes	The implementing bodies are: the Management Body, the Coordination Unit and the National Working Groups. The responsibilities of the Management Body include taking strategic decisions, and approving and monitoring annual work plans.	Member of Management Body	No detailed information	No information given	12,000	EU/UNDP Project "Improving Environmental Monitoring of the Black Sea : selected measures" (EMBLAS-Plus)	- Management and coordination of Unit of BlackSeaWet (6th meeting) - Public awareness raising (dissemination of information, organizing joint events on World Wetlands Day) - Exchange of information on assessment of ecosystem services, restoration of hydrological regime and ecological character of wetlands, invasive alien species - Elaboration and promotion of the project proposals	No information

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	No. of countries supporting the RRI	TORs (including ROPs)	Structure and governance	Status/role of the Convention Secretariat	Financial management					
Ramsar Regional Initiative for the Senegal River Basin (SenegalWet), 2016	4	Yes (by-laws and internal regulations)	The governance bodies are: the Commission, the Governing Board, and the Secretariat of the Initiative. The Commission's responsibilities include making decision on directions of the initiatives, approving strategies, programme and work plan, and controlling financial resources.	No detailed information	Managed by Coordinator	41,200	32,944	CHF 41,200 (remaining amount from Ramsar core budget funding from previous years)	- Revitalization and planning meeting of SenegalWet in Nouakchott (July 2019) - Meeting of the governance board in Dakar (Nov 2019) - Training sessions for R-METT in Mali and Guinea - Training sessions on RSIS	Change of chair of the governing body and coordinator of this RRI.
Regional Initiative for the conservation and sustainable use of wetlands in the Amazon River Basin, 2016	7	Yes	The Initiatives is coordinated by the Coordination Committee, of which the members are the Ramsar National Focal Points.	The Ramsar Secretariat supports the governance body	Managed by the Ramsar Secretariat under decisions of the coordinator of the Initiative	30,000	0	CHF 60,727 (including Ramsar core Budget funding from previous years)	- Preparation for the 4th meeting of this Initiative - Preparation and finalization of the project proposal under the GEF-7 regional program for Sustainable Amazonian countries - Approval of logo	No information
Ramsar Regional Initiative for Central Asia Initiative (RRI-CA), 2016	4	No	The decision-making body is the Coordination Committee, which is composed of three key members and six alternatives members from member countries.	No detailed information	Technical Secretary of the RRI-CA (based at CAREC)	74,753	62,824	Ramsar core budget	- Build capacity of different members (wetland rapid assessment, initial engagement to potential member countries) - Promotion of RRI-CA and its goals and plans (producing calendar, WWD events) - Development of regional projects	Limited budget - regional workshop was not held, as budget was not enough to organize it.

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	No. of countries supporting the RRI	TORs (including ROPs)	Structure and governance	Status/role of the Convention Secretariat	Financial management					
Indo-Burma Ramsar Regional Initiative (IBRRI), 2016	5	No (structural information is available on the website)	The Steering Committee, which is composed of the Ramsar Administrative Authorities of member countries, provides oversight of the Initiative's operation.	Observer	Managed by IUCN Asia Regional Office / Senior Programme Officer for IUCN	33,333	174,142	BMU-IKI Mekong WET Project, Ramsar core budget	- IBRRI strategic plan was launched - Training activities (wetland policy dialogue, participatory assessment for the management effectiveness, citizen journalism training) - CEPA activities (provision of small grant to local governments, publication of web stories) and WWD event	Some activities were postponed to 2020 due to scheduling conflicts.

Annex 2

Template, Annual reporting and planning for the coming year

(Please do not change the format)

Annual report for year XXXX and plan for year XXXX

(6 pages maximum)

Submission deadline: XX January XXXX

NOTE – to complete this template, please refer to the attached explanation

1. General information

- a. Name of Ramsar Regional Initiative (RRI):
- b. Have the terms of reference (TORs) or equivalent documents been updated? Yes / No
(If yes, please provide the web link to the PDF version for the updated document(s).)

NOTE: Following [Resolution XIII.9 paragraph 8](#), TORs or equivalent documents must be developed, which contain rules of procedure, structure, governance and membership, including the status of the Convention Secretariat's participation in the RRI, and which should be consistent with the Resolutions and Recommendations of the Conference of the Parties.

- c. Is the RRI eligible for core funding from the Secretariat of the Convention on Wetlands?
Yes / No

NOTE: Eligible RRIs are (1) Regional Initiative for the Amazon River Basin, (2) Regional Initiative for Central Asia, (3) Indo-Burma Regional Initiative, and (4) Regional initiative for the Senegal River Basin ([Decision SC52-19](#)). Concerning RRIs in Africa, following [Resolution XIII.2 paragraph 24](#), the RRIs in Africa are invited to submit requests as part of reports to access available balance of the African voluntary contribution on an annual basis, in accordance with the provisions of Resolution XIII.9.

2. Work and activities undertaken during year XXXX

Provide a summary of the work undertaken by listing in the table below the Initiative's activities, the results achieved, verifiable indicators, sources of information to verify achievements, and relevant Goals in the Ramsar Strategic Plan 2016-2024 to analyse tasks in relation to the implementation of the Convention ([Resolution XIII.9, Paragraphs 8, e](#)). (Please refer to the Ramsar Strategic Plan: www.ramsar.org/sites/default/files/documents/library/cop12_res02_strategic_plan_e_0.pdf)

Objectives	Activities	Results/ outcomes	Verifiable indicators	Means of verification / source of information	Relevant Ramsar Strategic Plan Goals
1. Objective one	1.1 Activity undertaken	Completed / Not Completed Outcomes:			
	1.2 Activity undertaken	Completed / Not Completed Outcomes:			

2. Objective two					

3. Key achievements / results during year XXXX

- a. Please describe briefly the two or three main achievements / results during year XXXX (max. 200 words).

- b. For those RRI's receiving funding from the Convention in XXXX , if there were changes to the work plan for year XXXX, including postponement or delay, please indicate the reasons (max. 200 words).

- c. Please describe briefly the two or three main challenges and lessons learned and planned measures to overcome or apply those (max. 200 words).

4. Financial report for year XXXX

Provide financial information on income and expenditure. If a currency other than Swiss francs (CHF) is used, please write each income or expenditure in the currency used and use the current exchange rate to convert the total sum to CHF.

For those RRIIs receiving funding from the Convention in XXXX, please provide the necessary information in the table below.

Total planned budget for year XXXX: _____ (CHF) (as submitted in last year's plan)

Details of sources of income and amounts:

Sources of income	Income received
Ramsar core budget	amount
Other sources (please be specific, such as donor's name, project name)	amount
Total (CHF)	(Total amount should be in CHF)

Detailed expenditure:

Budget Items	Planned expenditure	Actual expenditure	Sources of income
1.1 activity			
1.2 activity			
Administration			
Total (CHF)	(Total amount should be in CHF)	(Total amount should be in CHF)	

Certified by (person in charge of financial management) on (date)

Financial balance at 31 December XXXX:

Total amount of unspent and/or uncommitted balance to be carried over to YYYY (the coming year), or deficit: _____ (CHF)

(Please remove either unspent and/or uncommitted balance or deficit as applicable)

- If there is an unspent and/or uncommitted balance, please explain how it will be used for the coming year.
- Please explain how the funding has been spent or committed, and compare this to the plan on which the funding request was based. Explain any significant changes in scope or timetable.

For those RRIIs not receiving funding from the Convention in XXXX, please provide the necessary information in the table below.

Total planned budget for year XXXX: _____ (CHF) (as submitted in last year's plan)

Details of sources of income and amounts:

Sources of income *	Income received
Name of income sources	amount
Total (CHF)	Total amount should be in CHF

Detailed expenditure:

Budget Items	Planned expenditure	Actual expenditure (CHF)
1.1 activity		
1.2 activity		
Total (CHF)	Total amount should be in CHF	Total amount should be in CHF

Certified by (person in charge of financial management) on (date)

Total amount of unspent and/or uncommitted balance to be carried over to YYYY (the coming year), or deficit: _____ (CHF)

(Please remove either unspent and/or uncommitted balance or deficit as applicable)

**If the RRI cannot disclose financial details, please share the audit reports or financial reports which were submitted to the governance bodies with the Secretariat. Please note that the Secretariat needs to provide such information to the Standing Committee and the Conference of Contracting Parties to ensure the recognized RRI's financial accountability, in accordance with [Resolution XIII.9 paragraph 8.d.](#)*

5. Work and activities planned for (coming year YYYY)

Provide a summary of the work planned by listing the Initiative's activities, the results expected, verifiable indicators, sources of information to verify the achievement, and relevant strategic goals according to the format below:

Objectives	Activities	Expected results/ outcomes	Verifiable indicators	Means of verification / source of information	Relevant Ramsar Strategic Plan Goals (link)
1. Objective one	1.1 Activity planned				
	1.2 Activity planned				
2. Objective two					

6. Financial plan for year XXXX

Provide financial information on forecasted/budgeted expenditure and income. If a currency other than Swiss francs (CHF) is used, please write each income or expenditure in the currency used and use the current exchange rate to convert the total sum to CHF.

For those RRIs receiving funding from the Convention in XXXX, please provide the necessary information in the tables below.

Total planned budget: _____ (CHF)

Details of planned income sources and amount:

Sources of income	Forecast / budgeted income
Ramsar core budget	amount (currency)
Other sources (please be specific if possible, such as donor's name, project name)	amount (currency)
Total (CHF)	Total amount should be in CHF

Details of planned expenditure:

Activities	Planned expenditure	Sources of Income
1.1 activity	amount (currency)	
1.2 activity		
Total (CHF)	Total amount should be in CHF	

This report is certified by (Responsible person for your RRI) on (date)

For those RRIs not receiving funding from the Convention in XXXX, please provide the necessary information in the table below.

Total planned budget: _____ (CHF)

Details of planned income sources and amount:

Sources of income	Forecast / budgeted income
Name of income sources	amount (currency)

Total	Total amount should be in CHF

Details of planned expenditure:

Activities	Planned expenditure	Sources of income *
1.1 activity	amount (currency)	Name of sources
1.2 activity		
Total (CHF)	Total amount should be in CHF	

This report is certified by (Responsible person for your RRI) on (date)

Explanatory notes

1. Terms of reference of RRIs

Following [Resolution XIII.9 paragraph 8](#), RRIs must develop terms of reference, which cover their own rules of procedure, structure, governance, membership, including the status of the Convention Secretariat's participation in the RRI, and which should be consistent with the Resolutions and Recommendations of the Conference of Parties ([Resolution XIII.9](#)). Equivalent documents must cover the same items.

2. Eligible for core funding from the Secretariat

Following the Operational Guidelines (2016-2018), financial assistance to an RRI from the core budget is provided for a limited period of time, in principle only for a period corresponding to [Resolution XIII.9 paragraph 8.g](#)). Eligible RRIs are (1) Regional Initiative for the Amazon River Basin, (2) Regional Initiative for Central Asia, (3) Indo-Burma Regional Initiative, and (4) Regional initiative for the Senegal River Basin (endorsed through [Decision SC52-20](#) in 2016).

Concerning RRIs in Africa, following [Resolution XIII.2 paragraph 24](#), the RRIs in Africa are invited to submit requests as part of reports to access available balance of the African voluntary contribution on an annual basis, in accordance with the provisions of [Resolution XIII.9](#).

3. Items in activity tables

To fill out the table for undertaken activities and planned activities, please make sure that "Objectives", "Activities", "Results/outcomes", "Verifiable indicators" and "Means of verification / source of information" are consistent with the submitted plan for the year.

- Objectives: Please indicate a specific statement narrating a desired accomplishment or outcome (e.g. to improve capacity of the RRI members in the management of wetlands).
- Results/outcomes: Please indicate whether planned activities are completed or not. If you organized a workshop/seminar/training course, please specify the number of attendees including gender information (e.g. XX trainings were organized, XX people attended (XX women, XX men)). This information will enable assessment of achievements and results.
- Verifiable indicators: Indicators are to measure progress and achievement. Please include indicators to verify to what extent progress is being made towards results/outcomes and how those results/outcomes are achieved (e.g. the number of training courses, the number of publications).
- Means of verification / source of information: Please add means of verification, which show how the information about the indicator can be obtained (e.g. training reports, modules).
- Relevance to [the Ramsar Strategic Plan \(2016-2024\) Goals](#): Please indicate which of the Ramsar Strategic Plan Goals each of the objectives most contributes to.
- Under rules of procedures at your RRI, if status of undertaken activities and planned activities are approved by your RRI's governance body, such as steering committee, please add the date of approval.