

CONVENTION ON WETLANDS (Ramsar, Iran, 1971)

26th Meeting of the Ramsar Standing Committee
Gland, Switzerland, 3-7 December 2001

DOC. SC26-2
Annex IV

Agenda item 13

Report of the Secretary General
Ramsar Bureau Work Plan 2001: achievement report

Note: Shaded cells indicate those actions for which the 2001 Work Plan indicated that additional resources would be required.

**GENERAL OBJECTIVE 1
TO PROGRESS TOWARDS UNIVERSAL MEMBERSHIP OF THE CONVENTION.**

Operational Objective 1.1: To endeavour to secure at least 150 Contracting Parties to the Convention by 2002.

1.1.1 Recruit new Contracting Parties, especially in the less well represented regions (Africa, central Asia, the Middle East and the Small Island Developing States).

Target - 150 CPs by COP8

2001 Bureau work	2001 achievements
Continue ongoing efforts to recruit new members. Priorities: Small Island Developing States (SIDS), Middle East, Central Asia, and Africa.	Progress. With Bureau and MedWet assistance, accessions from Central Asia, Europe and Africa: Azerbaijan, Bosnia and Herzegovina, Cuba, Cyprus, Mauritius, Tajikistan, and Uzbekistan. Yugoslavia has declared succession. No new accessions from Oceania, Caribbean, or Middle East. However, further accessions that may take place before the end of 2001 include Burundi, Dominican Republic, and St. Lucia, and Saudi Arabia has informed the Bureau of its intention to accede shortly.

Asia: Encourage CPs to translate and distribute the Ramsar related materials into local language. China has translated tool kit and Economic Valuation book into Chinese and Wetland International China programme has translated Ramsar video into Chinese.

**GENERAL OBJECTIVE 2
TO ACHIEVE THE WISE USE OF WETLANDS BY IMPLEMENTING AND FURTHER DEVELOPING THE RAMSAR WISE USE GUIDELINES.**

Operational Objective 2.1: To review and, if necessary, amend national or supra-national (e.g. European Community) legislation, institutions and practices in all Contracting Parties, to ensure that the Wise Use Guidelines are applied.

2.1.1 Carry out a review of legislation and practices, and indicate in National Reports to the COP how the Wise Use Guidelines are applied. [CPs]

Target – At least 100 CPs to have comprehensively reviewed their laws and institutions related to wetlands by COP8

2001 Bureau work	2001 achievements
Continue to encourage CPs to undertake such reviews and explore possible joint pilot projects with IUCN's Environmental Law Centre. Encourage donor support for this activity.	Progress. In Africa the Chad Basin Administrative Authority has made recommendations to its government for Legislative Review. Cambodia is in the process of revision of their legislation using the Toolkit guidelines. France will likely undertake its review shortly.

2.1.2 Promote much greater efforts to develop national wetland policies, either separately or as a clearly identifiable component of other national conservation planning initiatives, such as National Environment Action Plans, National Biodiversity Strategies, or National Conservation Strategies. [CPs, Bureau, Partners]

Target – By COP8 at least 100 CPs with National Wetland Policies or, where appropriate, a recognised document that harmonises all wetland-related policies/strategies and plans, and all CPs to have wetlands considered in national environmental and water policies and

plans. The Guidelines for integrating wetland conservation and wise use into river basin management (Res. VII.18) will assist these efforts.

2001 Bureau work	2001 achievements
Continue to encourage CPs to develop such policies. The SAEDC will encourage donors to provide funding for policy development/ application. Publish in a booklet form the analysis on National Wetland Politics in Europe undertaken in 1999/2000, with recommendations for future action by COPs.	Progress. Africa. 2 African CPs have adopted a National Wetland Policy/Strategy; and 5 others are developing policies. Americas: national policies completed by Colombia, Trinidad & Tobago, and Costa Rica; Paraguay nearing completion. Asia: Cambodia and Thailand have developed a National Wetland Strategy, and 3 more CPs are also in the same process. Europe: booklet published (Ramsar Web site) and sent to all CPs. SAEDC contacted all OECD/DAC donors and visited several donor representatives in the field (Thailand, Cambodia, Vietnam, Brazil) to seek support for CPs.

Operational Objective 2.2: To integrate conservation and wise use of wetlands in all Contracting Parties into national, provincial and local planning and decision-making on land use, groundwater management, catchment/river basin and coastal zone planning, and all other environmental planning and management.

2.2.1 Gather and make available to Contracting Parties information on land use planning related to wetlands, and catchment/river basin and coastal zone planning in particular. [Bureau]

Target – COP7 adopted through Resolution VII.18 *Guidelines for integrating wetlands conservation and wise use into river basin management*. In the next triennium guidelines for integrating wetlands into coastal zone planning and management will be developed for consideration at COP8.

2001 Bureau work	2001 achievements
Continue to promote CP implementation of river basin guidelines. Continue working with the Global Environment Network (based in Malaysia) to develop the "River Basin Initiative"(RBI) as a joint undertaking with CBD. Continue to support efforts to obtain donor support to implement the project, and implementing partners for the Initiative.	Progress. With Bureau, UNDP-GEF and Wetlands International funding, and CBD secretariat support, progress in developing RBI, including through technical design workshop and user needs and contributions analysis. Medium-sized GEF project proposal being submitted late 2001, RBI listserv initiated and Web-based information network under development. Asia: regional river basin restoration project under development. MedWet involvement in Prespa Park process, and in local water resource projects.

Operational Objective 2.3: To expand the Guidelines and Additional Guidance to provide advice to Contracting Parties on specific issues not hitherto covered, and examples of best current practice.

2.3.1 Expand the Additional Guidance on Wise Use to address specific issues such as oil spill prevention and clean-up, agricultural runoff, and urban/industrial discharges in cooperation with other bodies. [CPs, STRP, Bureau, Partners]

Target - Following COP7, the Bureau, with other appropriate collaborators, will produce a series of Wise Use handbooks, based on the outcomes of Technical Sessions at COP7.

2001 Bureau work	2001 achievements
The STRP, with the assistance of the Bureau and others, is preparing additional guidance on several Wise Use topics for submission to SC26 in preparation for COP8, including: <ul style="list-style-type: none"> - Inventory - Incentives - Water allocation and management - Wetland management planning (additional guidance) - Invasive Species - ICZM - Compensation for lost wetland areas Finalize guidance, as requested by STRP, on invasive species, jointly with CBD and the Global Invasive Species Programme (GISP), for submission to SC26 in preparation for COP8. Regionally, Distribute, promote and provide training in the use of the new Wise Use Handbooks.	Done. Bureau has supported STRP in its preparation of the additional guidances for COP8 consideration, and IUCN-Environmental Law Centre in preparation of guidance on 'urgent national interest' and compensation. STRP10 determined that incentives guidance could not be prepared owing to lack of resources. Some guidances (ICZM and invasive species) will be completed in early 2002. Africa: training sessions, including Handbook use, for 4 CPs under Swiss Fund for Africa. Further development of invasive species management guidance through joint Ramsar/IUCN/OMPO workshop.

Operational Objective 2.4: To provide economic evaluations of the benefits and functions of wetlands for environmental planning purposes.

2.4.3 Initiate specific activities which implement the findings on economic evaluations published under 2.4.2 [CPs]

Target - The Bureau has initiated a project, in collaboration with IUCN and supported by funds from the Swiss Government, in the countries of the Southern Africa Development Community on economic valuation of wetlands.

2001 Bureau work	2001 achievements
As decided by STRP9, IUCN's Economic Services Unit and the Bureau are developing a comprehensive programme and resource kit on economic valuation and incentives. A high priority activity, it requires additional resources for full completion. The Senior Advisor on Environment & Development Cooperation (SAEDC) to act as focal point, including preparation of a manual on financing the wise use of wetlands.	Some progress. IUCN economic valuation/incentives resource kit – some development, but not comprehensive owing to lack of resources. Paper on financing the wise use of wetlands completed. Regionally, India has completed Economic Valuation SGF project. China has translated Ramsar's Economic Valuation of Wetlands publication into Chinese. SAEDC prepared and sent to all CPs a "guidelines on project identification, preparation and drafting" (in 3 official languages) and papers on the setting up of environmental funds and on market-based instruments to support wetland conservation activities.

Operational Objective 2.5: To carry out environmental impact assessments (EIAs) at wetlands, particularly of proposed developments or changes in land/water use which have potential to affect them, notably at Ramsar sites, whose ecological character "is likely to change as the result of technological developments, pollution or other human interference" (Article 3.2 of the Convention).

2.5.1 Expand the Additional Guidance on Wise Use by preparing, for a technical session at the 7th COP (1999), the results of a review of environmental appraisal guidelines and examples of current best practice in EIA. [SC, STRP, Bureau, Partners]

Target - In the next triennium, the development of further guidance in this area will be done in collaboration with CBD, CMS, IUCN and the International Association for Impact Assessment.

2001 Bureau work	2001 achievements
STRP's Working Group on EIA has developed a comprehensive proposal linking EIA with valuation, incentives, and financing mechanisms. This is a key part of the Joint Work Plan with CBD and constitutes a high priority. It requires additional resources for effective implementation.	Some progress. STRP have determined that CBD's draft impact assessment guidance is relevant to application by Ramsar. Regionally, promotion with CPs of EIA in existing legislation done.

Operational Objective 2.6: To identify wetlands in need of restoration and rehabilitation, and to implement the necessary measures.

2.6.2 Provide and implement methodologies for restoration and rehabilitation of lost or degraded wetlands [CPs, STRP, Bureau, Partners]

Target – The addition of appropriate case studies and information on methodologies, etc., to the Convention's Wise Use Resource Centre will be a priority in the next triennium.

2001 Bureau work	2001 achievements
Continue to assist STRP's Working Group on Restoration in its development of a Web-based resource kit of restoration techniques and case studies. Develop cooperation with GISP on providing guidance and methodologies for managing invasive/alien wetland species	Done.

Operational Objective 2.7: To encourage active and informed participation of local communities, including indigenous people, and in particular women, in the conservation and wise use of wetlands.

2.7.1 Implement Recommendation 6.3 on involving local and indigenous people in the management of wetlands. [CPs, Bureau]

Target - In the next triennium, the implementation of the above Guidelines is to be one of the Convention's highest priorities. By COP8 all CPs to be promoting local stakeholder management of wetlands.

The Bureau has published Handbook 5 on *Establishing and strengthening local communities' and indigenous people's participation in the management of wetlands*.

2001 Bureau work	2001 achievements
Serve in Steering Committee of Ramsar/IUCN /WWF project "Participatory Management Advisory Service". Requires additional resources for full implementation. MedWet development of 3 networks:	Progress. "Participatory Management Clearinghouse" initiated, with new name, with funding from Sida through Ramsar. Local community participation in National Ramsar Committees encouraged as opportunities permitted. MedWet/Regions project

MedWet/Regions; MedWet/Sites; and MedWet/NGOs.	proposal under development; no progress on other networks.
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2.7.4 Recognise and apply traditional knowledge and management practice of indigenous people and local communities in the conservation and wise use of wetlands. [CPs]

- Refer to 2.7.1 above.

Target - This will be addressed in the next triennium, possibly in partnership with the Convention on Biological Diversity and Convention to Combat Desertification, which have already initiated work in this area.

2001 Bureau work	2001 achievements
Refer to 2.7.1 above. Continue discussion of input and assistance from CBD, CCD and others to review the current state of knowledge and proposed activities in this area, and develop a suitable draft work programme for Ramsar.	Little progress.

Operational Objective 2.8: To encourage involvement of the private sector in the conservation and wise use of wetlands.

2.8.1 Encourage the private sector to give increased recognition to wetland attributes, functions and values when carrying out projects affecting wetlands. [CPs, Bureau, Partners]

Note. In the past triennium the Bureau entered into the innovative "Evian Project" in partnership with the multinational Danone Group and several French government agencies through which projects on training and communications are being sponsored. [Note: The Evian/Danone Group has agreed to continue funding the project in 2001-2002]

Target - In the next triennium the efforts to work in partnership with the private sector will be further escalated and the Bureau will seek to document and make available case studies on some of the more effective and innovative approaches. By COP8 the target is to have private sector support for wetlands conservation in more than 100 CPs.

2001 Bureau work	2001 achievements
Continue the working relations with Evian/Danone. Continue to explore, in cooperation with partners, the involvement of the private sector in Ramsar issues, particularly on the occasion of COP8. Continue efforts to obtain sponsorship for Bureau activities, in particular for the maintenance and further development of the Web site.	Some progress. 4 th Evian Encounter for the Arab Speaking Countries of Middle East and North Africa. (November 2001). Invitation for private sector Web site sponsorship issued.

2.8.2 Encourage the private sector to apply the Wise Use Guidelines when executing development projects affecting wetlands. [CPs, Bureau, Partners]

Target - In the next triennium the application of this tool for promoting Wise Use will be a priority under the Convention. By COP8 the target is to have more than 50 CPs which have completed reviews of their incentive measures.

2001 Bureau work	2001 achievements
See 2.4.3. Incentives was a major theme of CBD's COP5, and forms part of the Joint Work Plan. This is a high priority, but requires additional resources.	Limited progress owing to lack of resources.

GENERAL OBJECTIVE 3

TO RAISE AWARENESS OF WETLAND VALUES AND FUNCTIONS THROUGHOUT THE WORLD AND AT ALL LEVELS.

Operational Objective 3.1: To support and assist in implementing, in cooperation with partners and other institutions, an international programme of Education and Public Awareness (EPA) on wetlands, their functions and values, designed to promote national EPA programmes.

3.1.1 Assist in identifying and establishing coordinating mechanisms and structures for the development and implementation of a concerted global programme of EPA on wetlands. [CPs, Bureau, Partners]

Target - By COP8 to see the global network of proposed CP focal points for Wetland Communication, Education and Public Awareness (CEPA) in place and functioning effectively in the promotion and execution of the global Outreach Programme. To secure the resources to increase the Bureau's capacity for implementing the Outreach Programme.

2001 Bureau work	2001 achievements
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<p>Distribute to CPs the Bureau guide for developing a Wetland CEPA Action Plan prepared at the end of 1999.</p> <p>Maintain the e-mail discussion group started at the end of 2000.</p> <p>Continue to feed the Web-based resources centre concerning CEPA issues.</p> <p>Actively encourage and promote signage at Ramsar sites.</p> <p>Offer to CPs a Power Point presentation on CEPA.</p> <p>Carry out survey through CEPA Focal Points on wetland issues in formal school curricula and distribute "good practice" examples.</p>	<p>Largely done.</p> <p>Survey of wetlands in school curricula yet to be developed. CEPA presentations at Ramsar regional meetings and Evian Encounter. Increase in number of Parties designating CEPA Focal Points</p>
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3.1.2 Participate in the identification of regional EPA needs and in the establishment of priorities for resource development. [CPs, Bureau, Partners]

Targets - Refer to 3.1.1 above.

Operational Objective 3.2: To develop and encourage national programmes of EPA on wetlands, targeted at a wide range of people, including key decision-makers, people living in and around wetlands, other wetland users and the public at large.

3.2.1 Encourage partnerships between governments, non-governmental organizations and other organizations capable of developing national EPA programmes on wetlands. [CPs, Bureau, Partners]

Target - By COP8 to see the global network of proposed CP and non-government focal points for Wetland Communication, Education and Public Awareness (CEPA) in place and functioning effectively in the promotion and execution of the national Outreach Programmes in all CPs. To secure the resources to increase the Bureau's capacity for implementing the Outreach Programme.

Refer to 3.1.1. above.

Operational Objective 3.3: To improve the Ramsar Bureau's communications activities and to develop a Convention Communications Strategy, capable of further promoting the Convention and its wider application, and of raising awareness of wetland values and functions.

3.3.1 Review the Bureau's communications activities, especially those related to the creation and functioning of regional and national communication networks; develop new material and use of technology, and improve existing material. [Bureau]

2001 Bureau work	2001 achievements
<p>Keep the communications activities constantly under review to respond to new challenges and opportunities.</p> <p>Update the Ramsar info pack in the three official languages and in Arabic, Russian and Chinese.</p> <p>Encourage, and if possible support financially, the translation of the info pack into other languages.</p> <p>Continue to publish regularly the Ramsar List and the Annotated Ramsar List. Translate the Annotated List into French and Spanish.</p> <p>Make the Ramsar "Toolkit" available on the Web and perhaps on CD-ROM, with assistance from the United Nations University.</p> <p>Produce a Ramsar glossary in English, French and Spanish.</p> <p>Print and distribute a leaflet addressed to the general public on what are Ramsar sites and their significance, and work with CEPA focal points towards translations in national languages and wide distribution.</p> <p>Encourage celebration of WWD and the Convention's 30th Anniversary by distributing widely the materials produced for that purpose.</p> <p>Produce at least three issues of the <i>Ramsar Newsletter</i>.</p> <p>Consider producing a video on wetlands and arid lands, in cooperation with UNCCD.</p> <p>Respond in a timely manner to requests for information and printed materials.</p>	<p>Progress on some actions.</p> <p>Info pack updated in 3 official languages. Chinese translation done by Wetlands International; Arabic info pack completed by Bureau. Ramsar List and Annotated List updated promptly, in print and Web versions, with every addition and change to data. French and Spanish translations of Annotated List progressing but very slowly. Web-based version of Ramsar "Toolkit" not yet completed by UNU.</p> <p>Ramsar sites leaflet in preparation. Major demand and circulation of WWD2002 materials. One issue of <i>Ramsar Newsletter</i> produced.</p>

3.3.3 Prepare material, complementary to the existing Ramsar information package, to highlight specific regional issues and the benefits of membership for non-Contracting Parties. [SC regional representatives, Bureau, Partners]

This was done for Small Island Developing States and for west Asia.

Target - By COP8 to have produced such material for Africa.

2001 Bureau work	2001 achievements
Prepare a publication in English and French about the relevance of the Convention for the African countries.	No progress – lack of resources

3.3.4 Seek the support of an electronic communications carrier to provide and maintain an electronic mail network and electronic bulletin board/ mailing lists linking the Contracting Parties, Standing Committee members, the STRP, the Bureau, and partner organizations. [All]

The Convention's site on the World Wide Web is increasingly the Bureau's primary communication tool. During the year 1999, the site received an average of 9,000 user sessions per month from 144 nations, with nearly 500,000 pages viewed, and as of September 2000 the Ramsar site (formerly hosted by IUCN's Web site, but presently independent) has grown to nearly 4,200 documents and images. In addition, there are several e-mail groups operating effectively (Ramsar Forum, Ramsar Exchange, STRP and Standing Committee). No private sector support has been sought as yet. The Outreach Programme proposes a continuing escalation in the use and application of the Internet as a communication tool of the Convention. With funds from the "Evian Project" (refer to 2.8.1 above), a number of developing country Administrative Authorities have been assisted to gain access to the Internet during this triennium.

Target - By COP8 to gain a sponsor(s) for the Convention's Web site, to ensure that all CPs have Internet access, to increase the use of French and Spanish in the Ramsar Web site, and to see over 300 Ramsar site managers also communicating with the Bureau, and each other, via the Internet.

2001 Bureau work	2001 achievements
Continue to maintain the Web site as the main communications tool. Keep under review the technical aspects of the site and its design. Add new sections as required. Obtain corporate sponsorship for the Web site, so as to add staff resources to this area of work. Continue to operate in an effective manner the various e-mail groups established by the Bureau, and add new ones if required.	Progress. Web site maintained and regularly updated, with presently 1,400 user sessions per day (42,000 user sessions per month), search engine added, CEPA and restoration mini-sites added. E-mail groups maintained; CEPA and STRP National Focal Points e-mail groups established. MedWet Web site undergoing redevelopment.

GENERAL OBJECTIVE 4 TO REINFORCE THE CAPACITY OF INSTITUTIONS IN EACH CONTRACTING PARTY TO ACHIEVE CONSERVATION AND WISE USE OF WETLANDS.

Operational Objective 4.2: To identify the training needs of institutions and individuals concerned with the conservation and wise use of wetlands, particularly in developing countries, and to implement follow-up actions.

4.2.3 Develop new training activities and general training modules, for application in all regions, concerning implementation of the Wise Use Guidelines, with specialized modules covering [CPs, Bureau, Partners]

Target - To launch a major wetland manager training initiative under the Convention, possibly in partnership with one or more of the Convention's International Organization Partners, which can promote and take advantage of these new training tools. Refer also to 4.2.4 below regarding the Wetlands for the Future Initiative.

2001 Bureau work	2001 achievements
Continue chairing the Board of the International Course on Wetland Management organized annually by RIZA (The Netherlands) and contribute in the selection of participants. Regionally, Continue to administer the Wetlands for the Future Initiative (Americas), including the evaluation of proposals and final reports, and support training where possible elsewhere.	Done
Seek funding jointly with Wetlands International for the 'Wetlands Training Framework' designed to implement this action.	Proposal developed and Wetlands International developing programme with potential donors.

4.2.4 Provide opportunities for manager training by: personnel exchanges for on-the-job training; holding pilot training courses at specific Ramsar sites; siting wetland manager training facilities at Ramsar sites; obtaining and disseminating information about training courses for wetland managers around the world. [CPs, Bureau, Partners]

Target - Refer to 4.2.3 above. Also to seek the resources from donors or interested CPs to establish Wetlands for the Future Initiatives for the Asia-Pacific, Eastern European and African regions.

2001 Bureau work	2001 achievements
Continue, and if possible expand, the Ramsar Bureau internship programme. The SAEDC to explore donors' interest in supporting training activities.	Internship programme continued; no resources for expansion identified. Donor training programmes – see 4.2.3 above. SAEDC prepared and submitted a SFR 5 million project to the EU for 15 African countries, with a strong training component. SAEDC also worked on a EU Life Third Countries proposal for 5 arabic-speaking countries.

GENERAL OBJECTIVE 5 TO ENSURE THE CONSERVATION OF ALL SITES INCLUDED IN THE LIST OF WETLANDS OF INTERNATIONAL IMPORTANCE (RAMSAR LIST).

Operational Objective 5.1: To maintain the ecological character of Ramsar sites.

5.1.3 Review and regularly update the Montreux Record (Res. 5.4, 5.5 and VI.1)

Target – CPs with sites in the Montreux Record, and for which Ramsar Advisory Missions have been completed prior to COP7, are expected to have taken the actions necessary to warrant their removal from the Record before COP8

2001 Bureau work	2001 achievements
This is an ongoing role for the Bureau. Continue to remind CPs of their commitment under Article 3.2 of the Convention. Keep under review the functioning of the Montreux Record so as to bring forward appropriate recommendations to SC26 for submission to COP8 concerning Art. 3.2 Respond to and follow up on all expressions of concern about the ecological character of Ramsar sites.	Done. Details provided in Report of the Secretary General (DOC. SC26-2)

5.1.4 Increase application of the Ramsar Advisory Missions (RAMs) to provide advice on future management of Ramsar sites. [CPs, SC, Bureau]

Target – refer to 5.1.2 and 5.1.3

2001 Bureau work	2001 achievements
Continue to promote the use of the RAMs mechanism as resources allow, engaging the assistance, as required, of external organisations, bodies or individuals. Continue to pursue opportunities for joint missions where sites are also listed under the World Heritage Convention.	Done. Details provided in Report of the Secretary General (DOC. SC26-2)

5.1.6 Identify the potential impact on the ecological character of Ramsar sites of global threats, including toxic chemicals (Recommendation 6.14), climate change and sea level change. [STRP, Bureau, Partners]

The STRP has responded in part to this action through the development of a Wetland Risk Assessment Framework (Resolution VII.10).

Targets - By COP8, to see the Wetland Risk Assessment Framework being regularly applied in all CPs. The STRP will prepare for consideration at COP8 a comprehensive review of the potential impacts of climate change on wetlands and the roles that wetlands can potentially play in mitigating the effects of climate change and sea level rise.

2001 Bureau work	2001 achievements
Support the STRP Working Group on climate change in preparing a submission to SC26 for transmission to COP8.	Done.

Operational Objective 5.2: To develop and implement management plans for all Ramsar sites, consistent with the Convention's Guidelines on Management Planning and emphasizing involvement of local communities and other stakeholders.

5.2.1 Review the Guidelines on Management Planning in the light of practical experience and Recommendation 6.13. [COP]

Target - The STRP to prepare for consideration at COP8 the additional guidance on management planning recommended by the review undertaken in this triennium.

2001 Bureau work	2001 achievements
Support the STRP Working Group on management planning in preparing a submission to SC26 for transmission to COP8. Finalize submission to SC26 on the "San José Record" for transmission to COP8.	Done.

5.2.3 Ensure that, by the 8th COP (2002), management plans or other mechanisms are in preparation, or in place, for at least half of the Ramsar sites in each Contracting Party, beginning with pilot programmes at selected sites with input from local communities and other stakeholders. [CPs, Partners]

The National Reports for COP7 indicate that management plans are in place or being prepared for 416 or 44% of Ramsar sites at present (Resolution VII.12).

Target - By COP8 management plans will be in preparation, or in place, for at least three-quarters of the Ramsar sites in each CP and all CPs will seek to ensure that these are being implemented in full.

2001 Bureau work	2001 achievements
The SAEDC to support development of pilot management plans for significant Ramsar sites in each region, including Africa (Okavango), Asia (Mekong), Neotropics (coral reefs and Pantanal), and North Africa. Regionally, encourage development of management plans, including through project funding support.	Regional promotion as opportunities arose. SAEDC has not yet been able to visit the Okavango, the Neotropics or North Africa. Visited the Mekong and the donors involved in the Mekong river basin activities.

Operational Objective 5.3: To obtain regularly updated information on wetlands of international importance, in accordance with the approved standard format.

5.3.1 Ensure that the maps and descriptions of Ramsar sites submitted to the Ramsar Database by the Contracting Parties at the time of designation are complete, in the approved standard format of the Information Sheet on Ramsar Wetlands, and provide sufficient detail to be used for management planning and monitoring of ecological character. [CPs, Bureau, Wetlands International]

2001 Bureau work	2001 achievements
This is an ongoing function of the Bureau, assisted by Wetlands International under the contract for maintenance of the Ramsar sites database. Regionally, assess quality of existing RIS and maps and encourage filling of gaps and deficiencies.	New sites: done Review of existing sites: Europe done, underway for other regions

5.3.3 Ensure that data sheets on Ramsar Sites are regularly updated, at least for every second meeting of the COP, so that they can be used for reviewing the achievements of the Convention, for future strategic planning, for promotional purposes, and for site, regional and thematic analysis (Resolution VI.13). [CPs, STRP, Bureau, Wetlands International]

Target - By the end of 1999, for there to be no Ramsar sites designated before 31 December 1990 for which updated sites descriptions are required.

2001 Bureau work	2001 achievements
Continue to urge CPs to provide updated Ramsar Information Sheets (RISs) at least every 6 years, and to report substantive changes in the ecological character of Ramsar sites. Finalize document on interpretation of Articles 2.5 and 4.2 for submission to SC26 and transmission to COP8.	Done. Few updated RIS as yet being received from CPs.

Operational Objective 5.4: To keep under review the content and structure, as well as the hardware and software, of the Ramsar Database, in order to ensure that it retains its relevance in light of evolving information and communication technology.

5.4.2 Upgrade and update the database to meet assessed needs and revise its structure accordingly, including the feasibility of developing a Geographical Information System (GIS). [Bureau, Wetlands International]

Target - By COP8, or sooner, to have the Ramsar sites Database on-line on the World Wide Web, complete with mapping GIS and facility for interactive interrogation of the database.

2001 Bureau work	2001 achievements
Continue to pursue the collaborative action with	Done. Ramsar Sites Database under redevelopment. Ramsar Data Gateway test

<p>Wetlands International as the contracted managers of the Ramsar Sites Database: it is anticipated that during 2001 the database will be substantively redeveloped so as to incorporate more complete information as provided by RISs and make this information more accessible.</p> <p>Continue to support the development by Columbia University's Center for International Earth Science Information Network (CIESIN), working with Wetlands International, of the Ramsar Data Gateway, which is providing an interactive Web site capacity for the Convention as part of a larger project supported by NASA. This will include mapped information about Ramsar sites.</p>	<p>version now launched on CIESIN Web site. Identification by regional teams of Ramsar sites with GIS maps for potential inclusion in Ramsar Data Gateway continuing.</p>
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GENERAL OBJECTIVE 6

TO DESIGNATE FOR THE RAMSAR LIST THOSE WETLANDS WHICH MEET THE CONVENTION'S CRITERIA, ESPECIALLY WETLAND TYPES STILL UNDER-REPRESENTED IN THE LIST AND TRANSFRONTIER WETLANDS.

Operational Objective 6.1: To identify those wetlands that meet the Ramsar criteria, and to give due consideration to their designation for the List.

6.1.2 Establish, update and disseminate national scientific inventories of wetlands which identify potential Ramsar sites and wetlands of provincial or local importance in the territory of each Contracting Party. [CPs, Partners]

Target – By COP8 to have national wetland inventories completed by over 50 CPs and the information housed in databases (Refer 5.4.4) which are accessible globally.

2001 Bureau work	2001 achievements
<p>Continue to support the work of STRP in the area of inventory for submission to SC26 and transmission to COP8.</p> <p>Continue discussion with Wetlands International regarding project development of standard inventory databases.</p> <p>The SAEDC to explore donors' interest to support inventory work.</p>	<p>Done. Africa EC project submission for 15 countries includes inventory. MedWet Inventory database further development nearing completion by EKBY, and MedWet Inventories Working Group re-established. Metadatabases for inventory recording will be completed through STRP by end of 2001.</p> <p>SAEDC has discussed this with donors but inventory work would only be supported if part of a broader project.</p>

6.1.3 Utilise information from regional wetland directories, national scientific inventories of wetlands and other sources, to begin development of a quantification of global wetland resources, as baseline information for considering trends in wetland conservation or loss. [Bureau, Partners]

- The Report prepared by Wetlands International (Refer to 5.4.4 and 6.1.2 above) on the extent of the global wetland resource provides an estimate of area, but not with great confidence given the poor state of wetland inventory globally.

Target - By COP8 to have undertaken a more detailed follow-up study to the Wetlands International Report to ensure that the Convention has available the best possible information relating the extent of the world's wetland resources. As national wetland inventories are completed (refer to 6.1.2), include the findings into the global dataset.

2001 Bureau work	2001 achievements
<p>Serve in the Board of the Millennium Ecosystem Assessment (MA) - Strengthening Capacity to Manage Ecosystems Sustainably for Human Well-Being, and contribute to the work of the Working Groups.</p> <p>Regional inputs await MA implementation.</p>	<p>Done. In addition, STRP focal points for MA appointed, and they and DSG participated in the two MA technical design workshops during 2001.</p>
<p>See 6.1.2 above.</p> <p>Continue to support development by Wetlands International and CIESIN of a follow-up proposal to the Global Review of Wetland Resources and Priorities for Wetland Inventory reported at COP7. Without additional resources this work cannot be advanced.</p>	<p>GroW12 will be developed for COP9, resources permitting.</p>

6.1.4 Support the work of Wetlands International and IUCN in updating information on population sizes of waterfowl and other taxa, and utilise these data in identification of potential Ramsar sites. [CPs, Bureau, Partners]

Target – Draft of the 4th edition of *International Waterfowl Population Estimates* to be prepared for presentation at COP8.

2001 Bureau work	2001 achievements
Encourage Wetlands International to complete the delayed 3 rd edition of <i>Waterbird Population Estimates</i> for presentation to COP8.	WI preparing completion of updated estimates for COP8

Operational Objective 6.2: To increase the area of wetland designated for the List of Wetlands of International Importance, particularly for wetland types that are under-represented either at global or national level.

6.2.1 Promote the designation for the Ramsar List of an increased area of wetlands, through listing by new Contracting Parties, and through further designations by current Contracting Parties, in particular developing countries, in order to ensure the listing of a representative range of wetland types in the territory of each Contracting Party and in each Ramsar region. [CPs, Bureau, Partners]

Target – As proposed in the Strategic Framework, the short-term target of the Ramsar List should be to achieve the designation of 2000 sites [...], by the time of COP9 in the year 2005. In addition the COP8 target is to have at least 20 CPs that are applying a systematic approach to site selection nationally

2001 Bureau work	2001 achievements
Support Wetlands International to obtain the required resources to provide advice on the distribution and location of wetlands, in order to support CPs in their implementation of the Strategic Framework for the List of Wetlands of International Importance. Continue to work with WWF's Living Waters Campaign, which is providing assistance to countries in selection and designation of further Ramsar sites. The SAEDC to support Ramsar site designations through his work with the donor community.	Progressing, but limited resourcing for full implementation of WI work. Substantial progress through WWF Living Waters Programme. Regional teams encouraging CPs to meet COP7 pledges on designation.

6.2.2. Provide assistance and advice to Contracting Parties in the process of ensuring that wetlands being considered for Ramsar designation meet the criteria (Res. 5.3) [Bureau]

This is an ongoing part of the Bureau's responsibilities and will continue to be so.

6.2.3 Give priority attention to the designation of new sites from wetland types currently under-represented on the Ramsar List, and in particular, when appropriate, coral reefs, mangroves, sea-grass beds and peatlands. [CPs]

Targets - The long-term targets are set by the *Strategic Framework and guidelines for the future development of the List of Wetlands of International Importance* (Resolution VII.11). Based on this, short-term targets for each wetland type will be derived.

2001 Bureau work	2001 achievements
Regionally, continue to encourage new designations	Done

Operational Objective 6.3: To keep under review the Ramsar Criteria for identifying wetlands of international importance (Resolution VI.3).

6.3.1 Keep general criteria under review to ensure they reflect global wetland conservation priorities and values. [COP, STRP, Bureau]

Target – STRP to prepare for consideration at COP8 draft additional guidance for the identification and designation of peatland, wet grassland, mangrove, and coral reef wetland types as Ramsar sites.

2001 Bureau work	2001 achievements
Support the STRP in preparing additional guidance for submission to SC26 and transmission to COP8 on the selection and designation of peatlands, coral reefs, mangroves and wet grasslands.	Done

6.3.3 Provide further guidance on the application of existing criteria in different regions. [COP, STRP, Bureau]

This is provided by the Strategic Framework for the List document referred to above.

GENERAL OBJECTIVE 7

TO PROMOTE INTERNATIONAL COOPERATION AND MOBILIZE FINANCIAL ASSISTANCE FOR WETLAND CONSERVATION AND WISE USE IN COLLABORATION WITH OTHER CONVENTIONS AND AGENCIES, BOTH GOVERNMENTAL AND NON-GOVERNMENTAL.

Operational Objective 7.2: To strengthen and formalise linkages between Ramsar and other international and/or regional environmental conventions and agencies, so as to advance the achievement of shared goals and objectives relating to wetland species or issues.

7.2.1 Participate in, or initiate, consultations with related conventions to foster information exchange and cooperation, and develop an agenda for potential joint actions. [SC, Bureau]

Target – A Joint Work Plan between the Ramsar Convention on the Convention to Combat Desertification which sees cooperative implementation of both at the international, national and local levels.

2001 Bureau work	2001 achievements
<p>Continue to work with the CCD Secretariat in the preparation of a joint work plan, focussing on regional and national implementation projects and joint promotion of wetlands in drylands issues, and to link with joint actions on the topic in the CBD/Ramsar JWP.</p> <p>The SAEDC to support these actions with the donor community.</p> <p>Continue involvement in the implementation of actions designed to harmonise the information management of the Convention (WCMC Report to COP7), and to seek to involve other Conventions in this work. Provide input, as resources permit, to the next phases which are anticipated in 2001 following a UNEP-WCMC workshop in late 2000.</p> <p>Continue involvement with the UN University (Tokyo) in their project on synergies among Conventions.</p>	<p>Progressing with UNCCD including Ramsar involvement by regional staff in national CCD activities; and involvement of CCD secretariat in MedWet and Ramsar meetings, including STRP. Input to UNEP streamlining convention reporting pilot project development, but UNEP progress slow. Continuing input to UNU synergies work undertaken.</p>

7.2.2 Prepare project proposals together with other conventions and partner organizations, and submit them jointly to potential funding agencies. [CPs, SC, Bureau, Partners]

2001 Bureau work	2001 achievements
<p>This will be a focus of work for the SAEDC, working with regional teams. A priority here during 2001 will be to develop at least one on-the-ground project, probably in Africa, designed to demonstrate co-delivery of conventions' requirements.</p>	<p>Good progress in Africa concerning Lake Chad joint project implementation.</p> <p>Good possibility that EU will fund a SFR 5 million for 15 African countries.</p> <p>SAEDC also led a team of EU experts in Brazil for a Euro 10 million project in the northeast of Brazil. Euro 1.5 will be dedicated to wetland conservation, including management plans for 3 Ramsar Sites. SAEDC worked in close coordination with UNCCD.</p>

7.2.3 Strengthen cooperation and synergy with the Convention on Biological Diversity, in particular as regards inclusion of wetland concerns in national biodiversity strategies, and planning and execution of projects affecting wetlands. [CPs, Bureau, Partners]

Target - To see the Joint Work Plan implemented in full and resulting in cooperative implementation of both Conventions at the international, national and local levels

2001 Bureau work	2001 achievements
<p>The second Joint Work Plan (2000-2001) was approved by CBD COP5 in May 2000, and the Bureau has a high priority to progress delivery during 2001 of its joint actions. Given the high acceptance of this second plan, the Bureau will need to prepare, with the agreement of CBD Secretariat, a further Joint Work Plan to take effect from 1 January 2002.</p>	<p>Good progress in implementing 2nd Joint Work Plan; draft 3rd plan being jointly developed by end of 2001, for consideration by CBD COP6 and Ramsar Standing Committee.</p>

7.2.4 Develop cooperation with the World Heritage Convention and UNESCO's Programme on Man and the Biosphere (MAB), especially as regards wetlands designated as World Heritage sites, Biosphere Reserves and/or Ramsar sites. [CPs, Bureau, Partners]

- A Memorandum of Understanding between the Ramsar Bureau and the World Heritage Centre was signed at COP7. Links with the Man and the Biosphere programme have yet to be established and this will be a priority over the next triennium.

Target - A Memorandum of Cooperation with the Man and the Biosphere Programme, leading to Joint Work Plans with the MAB Programme and with the World Heritage Convention which sees cooperative implementation of both at the international, national and local levels.

2001 Bureau work	2001 achievements
<p>The MoU with the World Heritage Centre will be implemented, with development of joint activities. The Bureau will develop a joint work plan with the MAB programme, as resources permit. The possibility of both these areas of activity being placed under the umbrella of an MoU with UNESCO will be explored.</p>	<p>Progress.</p> <p>Joint activities with WHC undertaken. Joint work plan with MAB to be finalised by end of 2001.</p>

7.2.5 Enhance Ramsar's contribution to international cooperation on shared wetland species, notably through cooperative arrangements with the Convention on Migratory Species, flyway agreements, networks and other mechanisms dealing with migratory species (Recommendation 6.4). [CPs, Bureau, Partners]

- The Ramsar Convention has a Memorandum of Understanding in place with the Convention on Migratory Species (Resolution VII.4).
- The *Guidelines for international cooperation under the Ramsar Convention* propose an escalation of the joint efforts between Ramsar and CMS (Resolution VII.19)

Target - A Joint Work Plan between the Conventions which sees cooperative implementation of both at the international, regional and national and local levels.

2001 Bureau work	2001 achievements
Progress Joint Work Plan with CMS, provided human resources permit.	Joint work plan with CMS to be finalised by end of 2001. Regional input: Africa, Asia, Europe to CMS African-Eurasian Waterbird Agreement implementation, including central Asian workshop

7.2.6 Develop Ramsar's contribution to wildlife trade issues affecting wetlands, through increased interaction with CITES. [Bureau]

- The *Guidelines for international cooperation under the Ramsar Convention* propose an escalation of the joint efforts between Ramsar and CITES (Resolution VII.19)

Target - A Memorandum of Cooperation with CITES, leading to a Joint Work Plan between the Conventions and which sees cooperative implementation of both at the international, national and local levels.

2001 Bureau work	2001 achievements
If human resources allow, discussion of elements of a MoC and joint work plan will be initiated in 2001 with CITES secretariat and IUCN.	No progress

7.2.7 Initiate links with the United Nations Framework Convention on Climate Change, in view of the potential impacts on wetlands of climate change. [CP, Bureau]

- These links have yet to be established and this will be a priority over the next triennium.

Target - A Memorandum of Cooperation with UNFCCC, leading to a Joint Work Plan between the Conventions and which sees cooperative implementation of both at the international, national and local levels.

2001 Bureau work	2001 achievements
See also 5.1.6. Following further discussion with UNFCCC secretariat, it is proposed to develop a joint action plan during 2001, which will capitalise on the climate change work by STRP for COP8, on the basis of an updated version of IUCN's 1999 position paper detailing the areas of potential cooperation, synergy and partnership. As a step to developing the work plan, with IUCN hold a workshop to involve the secretariats, IPCC, NGOs and other relevant groups. Links with IPCC in support of the preparation of advice to COP8 will be developed.	Progress. STRP's review of climate change and wetlands was undertaken jointly with IPCC members and will provide focus for development of joint actions in 2002. Joint action plan delayed by UNFCCC focus on Kyoto Protocol issues during 2001. MedWet project on climate change impact on Mediterranean wetlands under development.

7.2.8 Extend cooperation with conventions and agencies concerned with conservation and wise use of wetlands at regional level, and in particular: with the European Community, as regards application of its Habitats Directive to wetlands, and adoption and application of measures like the Habitats Directive for wetlands outside the states of the European Union; with the Council of Europe (Bern) Convention on the conservation of European wildlife and natural habitats as regards the Pan-European Biological and Landscape Diversity Strategy; with the Barcelona Convention and Mediterranean Action Plan in relation to the MedWet initiative; with the Western Hemisphere Convention; with UNEP programmes, in particular the Regional Seas Conventions; and with the South Pacific Regional Environment Programme (SPREP). [CPs, Bureau]

- These links are at differing stages in their evolution and each will be advanced as resources allow over the next triennium.

Target - With the European Commission and SPREP - develop and sign a Memorandum of Cooperation, prepare and implement a Joint Work Plan. For Medwet, secure the long-term funding base for this important initiative and continue to develop new programmes of regional action. For the others referred to, and others which are appropriate, develop an appropriate working relationship.

2001 Bureau work	2001 achievements
This area of Bureau activity will be pursued chiefly by the relevant regional teams. European Commission – further evaluate the best course of action for putting in place a more formal understanding regarding cooperation. United Nations – explore possibilities of an MoU, as requested by Resolution VII.19. Submit Ramsar inputs to the preparation of the report	Progress. Regional teams continuing development of collaboration with regional organisations and networks. Active participation by MedWet in Barcelona Convention processes. SAEDC developing areas of collaboration with European Commission, including submission of major project to support Ramsar implementation in 15 African countries. DG and Regional Coordinators have participated in preparatory processes for WSSD, Bureau submission of major review of Convention implementation in relation to Rio Agenda 21.

of the UN Secretary General for the Rio+10 evaluation, and participate in preparatory meetings, as appropriate. Provide advice to Ramsar Administrative Authorities on their involvement in the process at the national and regional levels.	
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7.2.9 Develop relationships with other specialized agencies that deal with wetland-related issues, such as the International Coral Reef Initiative (ICRI) and the World Water Council (Resolution VI.23). [Bureau]

Target - To progress to closer working relations with these and other relevant initiatives, as appropriate.

2001 Bureau work	2001 achievements
ICRI – continue efforts to work more closely with ICRI. World Water Council, Global Water Partnership – continue to push for wetland and water and the environment issues to be fully taken into account in the aftermath of the World Water Forum (the Hague, 2000), working with IUCN and WWF, and through the development of partnerships under the River Basin Initiative.	Progress . Links with water management organisations developed through River Basin Initiative. Regional participation in water dialogues. MedWet has active participation and implementation in Gloabal Water Partnership-MED activities. Bureau establishing preparatory activities for 3 rd World Water Forum (2003) with WWF3 secretariat.

Operational Objective 7.3: **To ensure that the development assistance community, and multinational corporations, follow improved wetland practices such as the Wise Use Guidelines in developing countries and countries whose economies are in transition.**

7.3.1 Identify representative examples of best practice in wetland projects supported by development agencies and/or initiated by multinational corporations. [Bureau, Partners]

2001 Bureau work	2001 achievements
To be done by the SAEDC in the course of his contacts with donor agencies.	In progress. Very good results with DGIS (The Netherlands)

7.3.2 Work with multilateral and bilateral development agencies and multinational corporations towards a full recognition of wetland values and functions (Recommendation 4.13), and assist them to improve their practices in favour of wetland conservation and wise use taking account of the *Guidelines for Aid Agencies for Improved Conservation and Sustainable Use of Tropical and Sub-Tropical Wetlands*, published by OECD's Development Assistance Committee (Recommendation 6.16). [Bureau, Partners]

Target - At the Bureau level, to consider ways and means to increase its ability to work more systematically in this area, so as to increase the level of donor agency support for wetland conservation and wise use activities, and to see an increasing number of multinational corporations adopting voluntary codes of conduct for protecting wetlands.

2001 Bureau work	2001 achievements
The SAEDC will give priority to developing further the working relations with the GEF and its implementing agencies (UNDP, UNEP and WB), European Commission, Parliament and Council, Asian Development Bank, and OECD/ DAC.	SAEDC visited the ADB and the WB but very little progress was made. Substantial progress was made with the European Commission and Council, good progress with UNDP and limited progress with the GEF Secretariat.

7.3.3 Interact with multilateral development agencies and through bilateral development programmes, to assist developing countries in meeting their Ramsar obligations, and report on actions taken and results achieved (Recommendation 5.5). [CPs]
Refer to 7.4.2 to 7.4.6 below.

2001 Bureau work	2001 achievements
The SAEDC to consider providing training for national authorities on the setting up of environment funds. Seek to publish a Ramsar Handbook on financing the wise use of wetlands. Investigate potential interest for debt-for-wetland swaps as a means to finance restoration of degraded wetlands, in particular Ramsar sites.	Progress. Papers prepared by SAEDC on financing wise use, establishing environment funds and a good practice guide to preparing project proposals. Training for CPs under preparation.. Under preparation. World Bank and GEF were consulted on debt for wetland swaps, a proposal supplied, but no response has yet been received.. SAEDC investigating possibility with the EU.

Operational Objective 7.4: **To obtain funds to fulfil obligations contracted under the Convention, notably for developing countries and countries whose economies are in transition.**

7.4.2 Include projects for conservation and wise use of wetlands in development plans funded by development assistance agencies, and ensure the latter consult the Ramsar administrative authority in each Contracting Party. [CPs]

Target - To see this trend escalate such that all eligible CPs are receiving donor support for a range of major wetland-related projects by the time of COP8.

Refer to 7.3.2 and 7.3.3 above.

7.4.3 Maintain close working relations with multilateral agencies that provide development assistance in relation to project screening, development and evaluation, notably:[Bureau]

Refer to 7.3.2 and 7.3.3. above.

Target - By COP8 to have increased the Bureau's capacity in this area and to see these relationships mature to full and frequent dialogue and advice.

Refer to 7.3.2 and 7.3.3 above.

7.4.4 Mobilize direct funding support from multilateral and bilateral development assistance agencies, to assist developing countries and countries whose economy is in transition, in the conservation and wise use of wetlands and in implementation of the present Strategic Plan. [CPs. Bureau]

Target - By COP8 to have all the bilateral donors from appropriate CPs with funds earmarked for wetlands projects, and for all of these CPs to have in place mechanisms for consultation between the development assistance agency and their Ramsar Administrative Authority.

Refer to 7.3.2 and 7.3.3 above.

7.4.5 Assist developing countries and countries whose economies are in transition to prepare wetland projects for funding by other agencies. [Bureau, Partners]

2001 Bureau work	2001 achievements
The SAEDC to secure, in cooperation with the Regional Coordinators, a portfolio of at least two major wetland projects in each of the Ramsar regions for submission to potential bilateral and/or multilateral donors.	Progress. Working with MedWet on finalising major project by end of 2001; African project submitted to EC; major project development in Brazil through acting as leader in EU project development.. Support has been provided to securing co-financing for GEF Iran project.

7.4.6 Assist bilateral development assistance agencies in the screening, development and evaluation of wetland projects. [STRP, Bureau]

Target - Refer to 7.4.4.

2001 Bureau work	2001 achievements
Assistance and advice will be given as resources allow.	Done. Also now Bureau member of global steering group of Wetlands International-DGIS framework programme for wetland projects.

GENERAL OBJECTIVE 8

TO PROVIDE THE CONVENTION WITH THE REQUIRED INSTITUTIONAL MECHANISMS AND RESOURCES.

Operational Objective 8.1: To maximize achievement of Ramsar's mission and objectives by evaluating and, if necessary, modifying the Convention's institutions and management structures.

8.1.1 Reorganize, as of the 7th COP (1999), the meeting into a business session, focusing upon administrative matters, and a technical session, focusing upon wetland conservation and wise use priorities, with smaller working groups as required. [SC, Bureau]

Target – The Standing Committee to review the structure and organization of the Conference of Contracting Parties and adopt changes to facilitate its implementation and effectiveness.

2001 Bureau work	2001 achievements
Assist, support and advise the Standing Committee regarding these issues, and prepare the required documentation on these matters for COP8.	Done. Programme of regional/subregional meetings underway in 2001 and 2002. 4 th Meeting of the Mediterranean Wetlands Committee held.

8.1.2 Keep under review the regional representation in the Standing Committee as the number of Contracting Parties increases. [COP, SC]
Refer to Resolution VII.1 entitled *Regional categorisation of countries under the Convention and composition, roles and responsibilities of the Standing Committee, including duties of Standing Committee members*

2001 Bureau work	2001 achievements
The Bureau will provide support to the Standing Committee and STRP as required on issues of regionalisation.	No action required in 2001.

8.1.4 Review the working priorities of the Scientific and Technical Review Panel (STRP) at each meeting of the COP. [COP, SC]
These priorities are determined by the Convention's Work Plan and the Resolutions and Recommendations adopted by COP7.

2001 Bureau work	2001 achievements
Continue to urge those CPs which have yet to	Done. STRP list-serve established. Major review of STRP <i>modus operandi</i>

designate their STRP National Focal Point to do so. Provide support for the involvement of STRP National Focal Points, including management of the STRP e-mail listserve. Note: The full impact of maintaining the National Focal Point Network on staff resources has yet to be established. Provide support to the STRP in the evaluation of its <i>modus operandi</i> and in preparing recommendations for SC26.	undertaken for review by SC26.
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8.1.5 Review requirements for the Bureau's staff structure and size in line with decisions on programme, and review linkages between the Bureau, other convention secretariats and partner organizations. [COP, SC]

Resolution VII.4 reviews linkages between the Bureau and other Convention secretariats, and Resolution VII.3 between the Bureau and International Organization Partners.

2001 Bureau work	2001 achievements
Provide advice to the Standing Committee on staff matters and seek to find ways and means to increase the Bureau capacity to absorb significantly larger demands, due to the Convention's increased visibility.	Ongoing. Appointment of Bureau Technical Officer in September 2001 to support technical preparations for COP8. MedWet Coordination Unit established in Athens.

8.1.6 Evaluate and report on the implementation of the Strategic Plan at each meeting of the COP and prepare for every other meeting a draft Strategic Plan for the forthcoming two triennia. [COP, SC, Bureau]

2001 Bureau work	2001 achievements
Continue to support the work of the SC Subgroup on the Strategic Plan to finalize the draft for consideration by SC26 and transmission to COP8.	Done.

8.1.7 Prepare annual Bureau Business Plans, based on the Strategic Plan and Triennial Programmes approved by the COP, for the consideration and approval of the Standing Committee. [SC, Bureau]

2001 Bureau work	2001 achievements
Prepare the Work Plan 2002 for submission to SC26.	Done.

8.1.8 Develop liaison mechanisms based with Contracting Parties or partner organizations to enhance implementation of the Convention in the regions, in coordination with the Bureau. [CPs, Bureau, Partners]

Target - To see more of these types of arrangements being supported by CPs.

2001 Bureau work	2001 achievements
Formalize an agreement with a CP in the Mediterranean region to host the MedWet Coordination function. No other new arrangements of this type are envisaged.	Done.

8.1.9 Promote the establishment of National Ramsar Committees to provide the opportunity for input from, and representation of, governmental and non-governmental organisations, key stakeholders, indigenous peoples, the private sector and interest groups, and land use planning and management authorities. [CPs, Bureau, Partners]

Target – By COP8 to see a co-ordinating mechanism in place in all CPs, and more particularly to see National Ramsar Committees including government and non-government stakeholder representatives in place in more than 100 CPs. In addition, by COP8 all CPs that have reported the existence of NRCs at COP7 to have evaluated their effectiveness

2001 Bureau work	2001 achievements
Prepare review of membership, terms of reference and operations of National/ Wetland Committees for consideration by SC26 and transmission to COP8 (Res. VII.27). Regionally, promotion of National Ramsar Committee establishment.	Review to be prepared in 2002 for consideration by SC Subgroup on COP8, on basis of COP8 National Reports from CPs. Regionally, promotion and guidance given to CPs during missions.

8.1.11 Establish and ensure regular implementation of processes for evaluating the effectiveness and efficiency of all Ramsar Convention institutions, mechanisms, and programmes, including National Reports to the COP (Resolution VI.21); implement recommendations arising, and report to the COP and Standing Committee on the results obtained. [COP, SC, Bureau]

- The Standing Committee at its 24th meeting will review the National Report format from COP7 and adopt the format for COP8. This is to be distributed to all CPs in early 2000.

2001 Bureau work	2001 achievements

<p>The National Planning Tool and National Report format was provided to CPs in 2000. The Bureau will continue to review the progress by CPs in using this tool.</p> <p>The Bureau will report to Standing Committee on the Parties' achievements towards meeting the regional targets under the Convention Work Plan 2000-2002, which were agreed in 1999.</p> <p>Regionally, through sub-regional/regional workshops and meetings:</p> <p>a. seek feedback on the effectiveness and efficiency of all Ramsar Convention institutions, and programmes; and</p> <p>b. provide training in the use of the National Report format.</p>	<p>Regional target achievements will be reported through analysis of national reports in 2002. Progress in use of tool is being debated at each regional/sub-regional preparatory COP8 meeting.</p>
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Operational Objective 8.2: To provide the financial resources required to carry out Ramsar activities.

8.2.3 Ensure the Bureau has adequate staff to play a catalytic role in presenting projects to potential donors for funding. [COP]

Target – The Bureau to consider establishing a post of Development Assistance Officer by 1 January 2000 (Resolution VII.28).

2001 Bureau work	2001 achievements
Review at SC26 the work of the Senior Advisor – Environment & Development Cooperation (SAEDC), on board since 1 August 2000.	To be reported at SC26

8.2.4 Give priority to funding for training programmes, education and public awareness work, development of the Ramsar Database, and the Convention's Communications Strategy. [CPs, Bureau, Partners]

Target - To secure the resources needed to establish regional training initiatives (like Wetlands of the Future) in other regions, to allow the Bureau to progress the implementation of the Outreach Programme and to support the proposed developments for the Ramsar Sites Database into a fully online and Web-based promotional and planning tool of the Convention.

Refer to actions under General Objective 4.

Operational Objective 8.3: To maximize the benefits of working with partner organizations.

8.3.1 Strengthen cooperative planning mechanisms with the partners and improve communications and information exchange, including exchange of staff. [CPs, Bureau, Partners]

Refer to 8.3.2.

8.3.2 Review and renew formal agreements with partners to ensure there is no duplication of effort and to maximise effective use of resources, and establish new partnerships, especially in relation to the Wise Use Guidelines.

Target – To review the existing cooperative arrangements with all International Organisation Partners by 31 December 1999 and in the light of COP7 decisions.

2001 Bureau work	2001 achievements
Work with the IOPs to review existing memoranda of cooperation, as required.	In progress. Development of MoC with WWF agreed. IOPs invited to develop joint work plan assessments – underway in Wetlands International and IUCN.
Formally invite partners to add an "IOPs column" to this Work Plan in order to obtain a systematic view of their contribution to the work of the Convention.	
Coordinate as much as possible with the IOPs the Bureau work with the donor agencies.	

Operational Objective 8.4: To secure at least one million US dollars per annum for the Ramsar Small Grants Fund for Wetlands Conservation and Wise Use (Resolutions 5.8 and VI.6) and to allocate these funds effectively.

8.4.1 Develop a strategy for securing at least one million US dollars annually for the Ramsar Small Grants Fund, to be approved by the first full meeting of the Standing Committee after the 6th COP (1996) and proceed immediately to its implementation. [Bureau, SC, CPs, Partners]

- Refer to Resolution VII.5.
- The contributions to the SGF remain unpredictable on a year by year basis.

Target - To establish a mechanism to ensure one million US dollars annually for the Ramsar Small Grants Fund (Resolution VII.28).

2001 Bureau work	2001 achievements
The SAEDC will give priority to pursuing the possibility of establishing a funding mechanism for the Ramsar SGF.	Proposal for SGF Trust Fund, following intensive consultation, will be considered by SC26.

8.4.2 Evaluate critically, at the 7th COP (1999), the performance of the Small Grants Fund. [COP, SC, Bureau]

2001 Bureau work	2001 achievements
Completed for COP7. To be revisited again, in particular in relation to the advisability or not of maintaining the SGF if no effective funding mechanism can be established before COP8.	Will be reviewed in 2002 in light of proposal for SGF Trust Fund.

8.4.3 Encourage and assist the preparation of high quality applications to the Small Grants Fund. [SC, Bureau, Partners]
Refer to the review of the SGF – Resolution VII.5 - for suggested improvements to be made in this area in the next triennium.

2001 Bureau work	2001 achievements
Continue with the SGF cycle in 2001 and prepare recommendations for SC26 on projects to be funded.	Done. Guide to project proposal preparation prepared by SAEDC provides assistance to CPs in SGF project preparation.

Section II Administration Work Plan 2001

1. Financial administration
2. Project management and reporting
3. Personnel management
4. Meeting preparations and logistics

The actions described in this Section are mostly to be undertaken by the Finance Team (Ibrahim Shaame, Accountant, and Paulette Kennedy, Finance Assistant and Projects Administrator) and the Administration Coordinator (Annette Keller), assisted by the Office Clerk (Montse Riera).

1. Financial Administration

Core budget administration

In addition to day-to-day management, monitoring and reporting of the core budget, the following actions will be required for 2001 and beyond.

- a) Prepare financial reports, including audited accounts for 2000, and the 2001 budget projection for review by the 26th meeting of the Standing Committee.
- b) Send reminders of unpaid invoices twice yearly.
- c) Invoice Parties for 2002 dues.

General Administration

Monthly:

- Petty Cash
- Long distance telephone calls
- Annual contributions - to date (acknowledge each with a Diplomatic Note)
- Projects - Income and Expenditures
- Investment of surplus funds

Year-End Statements for:

- Core Budget
- Projects with earmarked contributions
- Annual Contributions

Standing Committee Statements:

- Core Budget
- Projects with earmarked contributions
- Annual Contributions
- Bureau budget projection for 2002

COP8

- Draft triennial budget for SC26
- Triennial report on Projects with earmarked contributions

2. Project management and reporting

Small Grants Fund (activities in conjunction with Regional Coordinators and Interns)

Implement the SGF in accordance with the Operational Guidelines 2000-2002 and the internal system for the SGF projects administration established in early 2000.

Wetlands for the Future, Swiss Grant for Africa, and Evian Projects

During 2001 the Bureau will continue to administer funds provided by the USA for the Wetlands for the Future Initiative and by Switzerland for projects in Africa, as well as the Bureau's corporate sector partnership with the Danone Group – the Evian project.

Other projects supported or administered by the Bureau

As required, administer projects supported by either core or external funds. These include funds for the MedWet Initiative, for example.

Reporting to donors

Continue the reporting to donors and generally build on the good relations with donors that the Bureau currently enjoys.

Support the Senior Advisor on Environment and Development Cooperation in his work in general and in particular in relation to his efforts for the establishment of a funding mechanism for the SGF.

3. Personnel Management

As required, provide general support to the senior managers of the Bureau with respect to all aspects of staff recruitment and termination of services.

Support necessary personnel management activities as instructed by the Secretary General. This is includes but is not limited to the following:

- maintain staff files (on current staff, past staff, applicants, and general directives)
- liaise with IUCN's Human Resources Management Division on Ramsar staff issues, including the drawing up of staff contracts as required
- prepare draft position vacancies
- prepare letters for staff who have successfully completed their probation period
- prepare or draft letters of reference
- recruit and interview for administrative support positions within the Bureau
- write appointment or rejection letters.

Finalize Bureau Manuals for new staff, in particular foreigners, and on internal Bureau procedures.

The Internship program (4 interns for a period of 12 to 18 months each)

- Respond to inquiries
- Receive and acknowledge applications
- Process rejection, short list letters and final rejection letters.
- Assist interns with their arrival, settling in, and departure arrangements.

- Manage the four apartments rented by the Bureau in Gland to provide accommodation to the interns.

4. Meeting preparations and logistics and general office administration

Preparations for the 26th Standing Committee Meeting

Provide organizational and logistical support for the 26th meeting of the Standing Committee, to be held in late 2001. This will include all general meeting arrangements (travel, accommodation, venue arrangements) as well as the distribution of papers, etc.

Support to other Ramsar meetings (STRP, Evian Encounter, etc.)

Provide organizational and logistical support for the 10th meeting of the STRP and the Evian Encounter for Arabic-speaking countries in 2001. This will include all general meeting arrangements (travel, accommodation, venue arrangements) as well as the distribution of papers, etc.

COP8

As required, assist the Secretary General with advance preparations for COP8.

General office administration

Ensure an efficient functioning of the office concerning use of space, office supplies and equipment, publications and documents storage and distribution, archives and files maintenance, mail reception and dispatching, etc.