



FAO/OIE
GF-TADs

GLOBAL FRAMEWORK FOR THE
PROGRESSIVE CONTROL OF
TRANSBOUNDARY ANIMAL DISEASES

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

Foreword

1. General references for these terms of reference are the OIE - FAO Chart of complementarities and synergies, and its companion *vade mecum* (version June 2008).
2. Specific reference for these terms of reference is the OIE-FAO GF-TADs general agreement signed on May 24 2004.
3. These terms of reference concern only common activities to FAO and OIE, which occur in the framework of the GF-TADs initiative. They do not apply for OIE and FAO other activities.
4. As a general principle, the GF-TADs governance bodies at the global level will not interfere in the existing activities of each organization and will not duplicate work already done by each organization in the framework of its mandate. The governance bodies will respect the roles and existing activities and mandates of the OIE and FAO, in particular concerning the management of Animal Health Information.
5. The budget mentioned in these terms of reference is the core-budget of the GF-TADs initiative (for the 'metabolisme de base') and does not concern the budget of the Global or Regional Support Units or of global programs implemented within the GF-TADs framework.
6. As a general *modus operandi*, any decision must follow the following pathway:
 - Proposal (secretariat of the Steering Committee for Europe) → validation (Regional Steering Committee)
 - Guidance, recommendation (Regional Steering Committee)
 - Final validation (Regional Steering Committee) when needed/appropriate

Acronyms

ADIS: Animal Disease Information System

BTSF: Better Training for Safer Food

CMC-AH: Crisis Management Centre - Animal Health

EC: European Commission

EU BTNET: Surveillance Network for Bluetongue

EUFMD: European Commission for the Control of Foot-and-Mouth Disease

FAO: Food and Agriculture Organization of the United Nations

GLEWS: Global Early Warning and Response System for Major Animal Diseases including Zoonoses

GSUs : Global Support Units

OFFLU: Joint OIE-FAO network of expertise on influenza

OIE: World Organisation for Animal Health

RAHCs: Regional Animal Health Centers

REMESA: Mediterranean Animal Health Network

RSC: Regional Steering Committee

RSOs : Regional Specialised Organisations

RSUs: Regional Support Units

WHO: World Health Organization



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1. PERMANENT SECRETARIAT OF THE REGIONAL STEERING COMMITTEE

1.1. COMPOSITION

The Secretariat of the GF-TADs Steering Committee for Europe (the Secretariat) is hosted and managed by the OIE Regional Representation for Europe.

1.2. ROLES

- To set up its Bureau in the OIE Regional Representation for Europe based in Sofia, Bulgaria;
- Be responsible for preparing agendas, invitations, draft recommendations and reports for meetings;
- To provide policy and strategic advice to the RSUs between meetings of the Regional Steering Committee;
- To undertake and maintain communication with the Global Secretariat and Management Committee of the Global Steering Committee, the RSUs, the RAHCs (when existing) and any relevant stakeholder.

1.3. DUTIES AND RESPONSIBILITIES

- To organise the Regional Steering Committee meetings: in particular, to draft and circulate agendas and invitations (invitations to be signed by FAO and OIE) at least one month before meetings; to organise the logistics; to draft recommendations, action lists and minutes/proceedings of the meetings;
- To propose for nomination the Chairman of the Steering Committee for a period of 4 years;
- To attend meetings of the RSUs and RSOs, contribute to follow-up of sessions as required and when appropriate and to report summarised outcome for the information of the Regional Steering Committee;
- To facilitate high-level policy and strategic advice to RSOs and RSUs from experts and influential groups between meetings of the Regional Steering Committee;
- To participate in the preparation of regional strategies in the prevention and control of TADs in liaison with the Global Secretariat;

- To work on the implementation of the activities of regional range as per the Action Plan (GLEWS, CMC-AH, OFFLU, research activities, pilot studies, conferences, among others) including the activities at the national level for the benefit of countries particularly through the regional structures, the RSUs, the RAHCs (when existing);
- To ensure the regional coordination of the GF-TADs and liaise with all the governance bodies whenever necessary;
- To cooperate and coordinate with relevant OIE-FAO Reference Laboratories and Collaborating Centres as well as other international research establishments;
- To facilitate the coordination with actors involved in the prevention, detection and control of animal diseases (portfolio and information sharing) after agreement given by the GF-TADs Management Committee on the selected actors and areas of coordination;
- To publish and distribute the full report of meetings to delegates and observers concerned within three months of each meeting.

2. GF-TADs STEERING COMMITTEE FOR EUROPE

2.1. COMPOSITION AND MANAGEMENT

The GF-TADs Steering Committee for Europe is composed by:

- 4 Selected representatives of Chief Veterinary Officers (2 EU members and 2 non EU members)
- The 4 Members of the Bureau of OIE Regional Commission for Europe
- 1 Representative of OIE Headquarters (OIE Paris) and 1 Representative of FAO Headquarters (FAO Rome)
- 1 OIE Regional Representative for Europe and 1 FAO Regional Representative for Europe
- 1 Representative of WHO
- Representatives of Specific Donors
- Representatives of Regional Organisations

The Committee shall consist of not more than 17 members.

The Chairman is proposed from among the members of the Steering Committee by the Secretariat and appointed with the agreement of the majority of the Members. The appointment of the Chairman shall be for a period of not more than 4 years. On the proposal of the Secretariat and with the agreement of the members, the Chairman can be reappointed for a second 4 year period.

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

In case of changing of some selected representatives of Chief Veterinary Officers, nomination of new members will be done in the next meeting of the Steering Committee.

The Chairman may invite experts on specific items of the agenda, including representatives of the private sector. Invited experts shall not be present during any Committee voting procedure.

2.2. ROLES

- To promote the control and eradication of specific TADs in the region and to provide strategic direction to the activities of the Secretariat, the Regional Specialised Organisations (RSOs) and the Regional Support Units (RSUs);
- To foster a spirit of cooperation between member countries, donors and RSOs, to coordinate activities of the Secretariat and to provide advice whenever possible; to invite 2 observers from REMESA (the 2 co chairs),

- To ensure guidance and coherence, to monitor progress and determine, with the Secretariat, performance indicators for effective field, laboratory, epidemiological evaluation of disease events and control efforts.

2.3. DUTIES AND RESPONSIBILITIES

- To develop and validate a regional 4 year Action Plan based on the GF-TADs Global Action Plan;
- To advise on the RSOs and RSUs annual work plans;
- To advise on the coordination and management of the RSUs activities, providing harmonised policies;
- To ensure that the representatives of RSOs provide reports and coordinate the implementation of agreed actions within their member countries;
- To ensure that the Lead Officers of RSUs send reports to the Secretariat;
- For the Chairman of the Regional Steering Committee, to attend the GF-TADs Annual Global Steering committee meetings;
- To assist the RSOs and major donors in monitoring and evaluating the RSUs activities.

2.4. RULES OF MEETINGS

- The Regional Steering Committee will have a quorum of half of the members + one, provided that at least one each of OIE and FAO Headquarters' representatives are present;
- Decision making will be carried out by consensus;
- The Regional Steering Committee will report to the Global Steering Committee;
- Meeting costs for the representatives of developing member countries of the Regional Steering Committee will be provided from the budget of GF-TADs (if available).

2.5. RELATIONS WITHIN THE GLOBAL GOVERNANCE

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

See chart page 8.

2.6. FREQUENCY AND VENUE OF MEETINGS

The Regional Steering Committee will meet every two years, in alternance with the OIE Regional Conference for Europe;

All meetings, including extraordinary meetings will be convened by the Chairman (with agreement by the Secretariat);

3. REGIONAL SPECIALISED ORGANISATIONS (RSOs)

3.1. DESIGNATION

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

3.2. EXISTING REGIONAL SPECIALISED ORGANISATIONS (RSOs)

The RSO of the Region are currently:

EU, EUFMD

4. REGIONAL SUPPORT UNITS (RSUs)

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

The RSUs of the region are currently:

OIE Collaborating Centres, OIE, FAO and EU Reference Laboratories, REMESA

5. SPECIFIC DONORS (DONORS)

The Donor members may hold Donor Consultative Meetings during meetings of the Regional Steering Committee chaired by FAO and OIE.

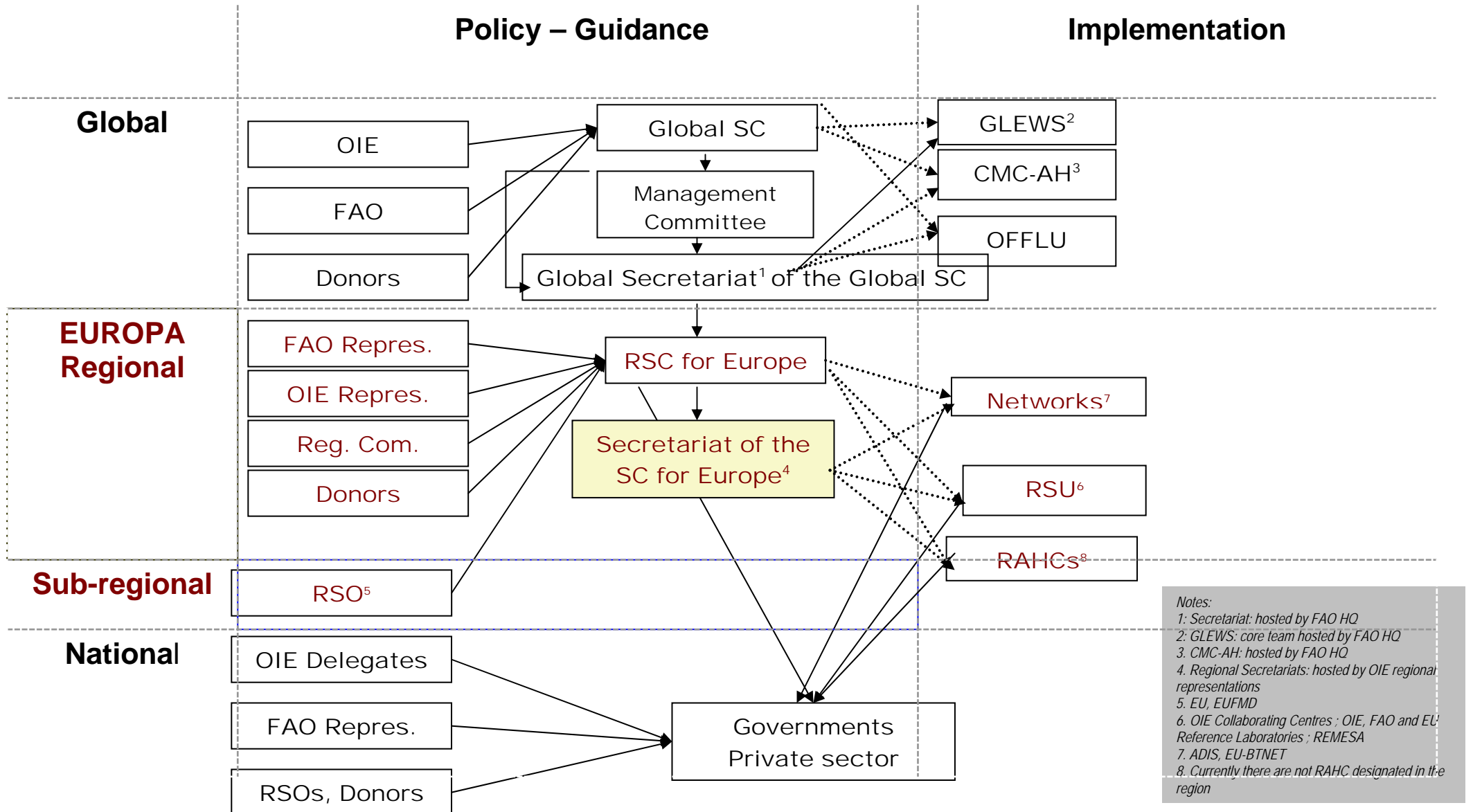
For the Donor Consultative Meetings, secretariat services will be provided by the Permanent Secretariat of the Regional Steering Committee.

Donors will designate not more than three representatives to become members of the Steering Committee.

6. PARTICIPATION OF PRIVATE SECTOR

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

GF-TADs Governance



Notes:
 1. Secretariat: hosted by FAO HQ
 2. GLEWS: core team hosted by FAO HQ
 3. CMC-AH: hosted by FAO HQ
 4. Regional Secretariats: hosted by OIE regional representations
 5. EU, EUFMD
 6. OIE Collaborating Centres ; OIE, FAO and EU Reference Laboratories ; REMESA
 7. ADIS, EU-BTNET
 8. Currently there are not RAHC designated in the region