

TOR Reference No.:	Author(s): John Visbeen
Version:	Date: 15-10-2017
TERMS OF REFERENCE FOR WORK UNDER THE AUSPICES OF IMPEL	

1. Work type and title

1.1 Identify which Expert Team this needs to go to for initial consideration	
Industry	<input type="checkbox"/>
Waste and TFS	<input type="checkbox"/>
Water and land	<input type="checkbox"/>
Nature protection	<input checked="" type="checkbox"/>
Cross-cutting – tools and approaches -	<input type="checkbox"/>
1.2 Type of work you need funding for	
Exchange visits	<input type="checkbox"/>
Peer reviews (e.g. IRI)	<input type="checkbox"/>
Conference	<input checked="" type="checkbox"/>
Development of tools/guidance	<input type="checkbox"/>
Comparison studies	<input type="checkbox"/>
Assessing legislation (checklist)	<input type="checkbox"/>
Other (please describe): -exchange of information, -meeting of experts,	<input checked="" type="checkbox"/>
1.3 Full name of work (enough to fully describe what the work area is)	
Green expert team meeting & network activities	
1.4 Abbreviated name of work or project	
Green expert team meeting & network activities	

2. Outline business case (why this piece of work?)

2.1 Name the legislative driver(s) where they exist (name the Directive, Regulation, etc.)
Birds Directive, Habitats Directive (Natura 2000),

2.2 Link to IMPEL MASP priority work areas

- | | |
|--|-------------------------------------|
| 1. Assist members to implement new legislation | <input type="checkbox"/> |
| 2. Build capacity in member organizations through the IMPEL Review Initiatives | <input checked="" type="checkbox"/> |
| 3. Work on 'problem areas' of implementation identified by IMPEL and the European Commission | <input checked="" type="checkbox"/> |

2.3 Why is this work needed? (background, motivations, aims, etc.)

In 2014 the first green IRI was executed in Romania, the second green IRI will be executed in May 2016 in Italy. Best practices and opportunities for improvement were identified. Romania pointed out a focus area where they want to exchange knowledge and expertise. This focusses on organization of environmental and nature protection agencies (separated or merged)

During the expert team meetings in Romania in 2015 and in Croatia in 2016 the working group identified the issue of 'hunting tourism' as an opportunity to work together to identify the scope of this activity and to identify legal and illegal aspects. This was based on a presentation from a prosecutor in Romania. This case had deep impact on nature protection status and it was told that illegal activities still continue. A presentation from Slovenia showed that a 'closed regulatory' system is possible to provide infringements as much as possible. This is a system other Member States can learn from. During the workshop in 2016 in Croatia we discussed proposals for the projects next year the topics wild life forensics-DNA-closed foot rings- tracking systems were mentioned as use full and important projects.

In the management plan for the expert team on nature protection the 'backbone structure' contains a cycle from an IRI activity, followed up with expert team meeting in the year after. During expert team meeting Member States present recent developments in wild life crime (best practices, crime cases). We also discuss results of projects on nature protection, collaboration with other networks and NGO's (participation in LIFE plus activities). It is important to define these network activities an split the task between the expert team members. Discussion on specific theme (f.i. invasive species) is also possible. Also TOR proposals for 2019 will be discussed. On going project ideas are wild life forensics-DNA-closed foot rings- tracking systems were mentioned as usefull and important projects.

2.4 Desired outcome of the work (what do you want to achieve? What will be better / done differently as a result of this project?)

- Exchange of (enforcement) information, collegial help to improve organization and execution of EU nature protection legislation requirements,
- Extend the network of inspectors working together,

2.5 Does this project link to any previous or current IMPEL projects? (state which projects and how they are related)

Green IRI Romania 2014,
Follow-up workshop 2015,
Green IRI Italy 2016
Workshop/expert team meeting in Sibiu-Romania 2015, Trogir-Croatia 2016, Flevoland-Netherlands 2017

3. Structure of the proposed activity

3.1 Describe the activities of the proposal (what are you going to do and how?)

Preparatory meeting for the expert team meeting:
Discuss about proposals and organization for projects on the topics: wildlife forensics-DNA-closed foot rings- tracking systems; these projects were mentioned several times as usefull and important but there is more time needed to work this ideas out in good Terms of References but also to organize project management and participation on beforehand. The aim to adopt the TORs during the green expert team meeting.

3.2 Describe the products of the proposal (what are you going to produce in terms of output / outcome?)

Programme and invitation,
Draft Tors to adopt during the green expert team meeting,
Report of results of expert team meeting,

3.3 Describe the milestones of this proposal (how will you know if you are on track to complete the work on time?)

September-October - expert team meeting

3.4 Risks (what are the potential risks for this project and what actions will be put in place to mitigate these?)

4. Organisation of the work

4.1 Lead (who will lead the work: name, organisation and country) – this must be confirmed prior to submission of the TOR to the General Assembly)

John Visbeen, manager expert team on nature protection,
Andreja Slapnik- co-manager expert team on nature protection

4.2 Project team (who will take part: name, organisation and country)

All members of the Expert team on nature protection are involved in development of this project.

4.3 Other IMPEL participants (name, organisation and country)

4.4. Other non-IMPEL participants (name, organisation and country)

-representatives from NGO's like Birdlife/Face/IFAW,

5. High level budget projection of the proposal. In case this is a multi-year project, identify future requirements as much as possible

	Year 1 (exact)	Year 2	Year 3	Year 4
How much money do you require from IMPEL?	10.270	10.270		
How much money is to be co-financed				
Total budget	10.270	10.270		

6. Detailed event costs of the work for year 1

	Travel € (max €360 per return journey)	Hotel € (max €90 per night)	Catering € (max €25 per day)	Total costs €
Event 4		2X90X28= 5040	2X25X28= 1400	6440
<i>Workshop/expertmeeting</i>				
<i>September</i>				
<i>(place)</i>				
<i>28</i>				
<i>2 nights</i>				
Total costs for all events				6440

7. Detailed other costs of the work for year 1

7.1 Are you using a consultant?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7.2 What are the total costs for the consultant?	
7.3 Who is paying for the consultant?	
7.4. What will the consultant do?	
7.5 Are there any additional costs?	YES Estimation 10 meetings with representatives from expert team . (10 x 2 days = (10x360)+(2x90)+(2x25)= 3600+180+50= 3830 euro)
7.6 What are the additional costs for?	cost for network activities from members from the expert team (f.i. meetings in Brussels, other networks (EUFJE, ENPE, Envicrime, Europol. Interpol, CMS/MIKT etc.)

7.7 Who is paying for the additional costs?	IMPEL
7.8. Are you seeking other funding sources?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Namely:
7.9 Do you need budget for communications around the project? If so, describe what type of activities and the related costs	<input type="checkbox"/> Yes <input type="checkbox"/> No Namely:

8. Communication and follow-up (checklist)

	What		By when
8.1 Indicate which communication materials will be developed throughout the project and when <i>(all to be sent to the communications officer at the IMPEL secretariat)</i>	TOR [✓] * Interim report [✓] * Project report [✓] * Progress report(s) [✓] Press releases News items for the website [✓] * News items for the e-newsletter [✓] Project abstract [✓] * IMPEL at a Glance [✓] Other, (give details):	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
8.2 Milestones / Scheduled meetings (for the website diary)			
8.3 Images for the IMPEL image bank	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
8.4 Indicate which materials will be translated and into which languages	-		
8.5 Indicate if web-based tools will be developed and if hosting by IMPEL is required	-		
8.6 Identify which groups/institutions will be			

targeted and how	
8.7 Identify parallel developments / events by other organisations, where the project can be promoted	

✓) Templates are available and should be used. *) Obligatory

9. Remarks

Is there anything else you would like to add to the Terms of Reference that has not been covered above?

*In case of doubts or questions please contact the
IMPEL Secretariat.*

*Draft and final versions need to be sent to the
IMPEL Secretariat in word format, not in PDF.*

Thank you.