



Secretariat of the Pacific Regional Environment Programme

TWENTY-FIRST SPREP MEETING

Madang, Papua New Guinea
6 – 10 September 2010

Agenda Item 10.3: Appointment of the SPREP Director – proposed revisions

Purpose

1. To respond to Members' request for revised rules for appointing the SPREP Director, which emphasise the merit of the candidates, improve the clarity of information from selection advisory committees, and avoid difficulties that may arise from a preferred candidate declining an offer.

Background

2. When the SPREP Director's position is to become vacant, a new Director must be selected, by a process set out in the Rules of Procedure for Appointment of Director. These rules were last revised in 2001. *Inter alia* they provide for a selection advisory committee, set selection criteria, and require public notices to be issued.

3. Following debates at the 19th SPREP Meeting, the 20th SPREP Meeting considered the rules, 'reiterated that the process should continue to be based on the merits of the candidates,' and tasked the Secretariat with:

- i. *proposing amendments to the rules in order to ensure that, when the SPREP Meeting is asked to consider the recommendations of the selection advisory committee, the SPREP Meeting will be provided with a transparent justification of and commentary on the recommendations regarding the candidates, provided this material remains confidential;*
- ii. *developing a template to guide the selection committee's processes and recommendations to the SPREP Meeting, to ensure that the committee can arrive at a clear order of suitability/preference of the candidates; and*
- iii. *proposing amendments to the rules to ensure that in the event that the most preferred candidate declines the offer of the position, the next most highly ranked suitable applicant should be offered the position.*

4. In April 2010 the Secretariat circulated a draft version of this paper and revised rules to SPREP Member delegates who had participated in previous Director selection advisory committees and/or had taken the floor during the detailed discussions of this issue at the 20th SPREP Meeting. The Secretariat updated the paper in June 2010 in light of comments received.

(i) Improved clarity of selection advisory committee recommendations

5. The revised rules provided as Attachment 1 require the Selection Advisory Committee Chairperson to present recommendations to the SPREP Meeting (rule 4), based on more specific selection criteria, drawing on criteria used in recent selection processes for the Director (rule 7), and require the SPREP Meeting’s primary consideration to be the committee’s recommendations (rule 8). The proposed templates provide guidance to help the Chairperson present the recommendations to the SPREP Meeting in a way that clearly identifies and justifies the committee’s conclusions regarding the suitability of the applicants.

(ii) Template to guide the selection committee’s processes

6. While the Selection Advisory Committee is responsible for determining its own procedures, the Secretariat has prepared some material for a Chairperson (the revised rule 6 refers to this): generic guidance on key steps in the process, suitability ratings and scales; and templates for assessments by individuals and the committee as a whole. See Attachment 2.

(iii) Offering the position to the next most highly ranked suitable applicant

7. Rule 8 of the revised rules establishes this process, and also ensures that only applicants deemed ‘suitable’ could be offered the position, should the more preferred candidate decline the offer.

(iv) Other editorial proposals

8. Since it has been nine years since the rules were last revised, the Secretariat suggests using this opportunity to include other minor amendments. These:

- improve the clarity of various sections (to use the revised name of SPREP; ensure consistency of capitalised words, include a reference to the Internet, etc.); and
- address concerns from the 19th SPREP Meeting over conflicts of interest and improve the transparency of the process (in rules 4 and 7).

Recommendations

9. The Meeting is invited to:

- **endorse** the revised Rules of Procedure for Appointment of Director.