

# Annex I – Terms of References

## Arabian Sea Humpback Whale Network

### Network Coordination -Proposed Terms of Reference for second contract period -2017

#### I. Key Activities

##### Regional data archiving platform

- Collaborating with the ASWN scientific and technical advisors to ensure a timely development of an ASWN regional online data platform to be implemented by the WildMe/Flukebook development team. This will include;
  - Arranging regular (Skype) meetings between Flukebook, ASWN collaborators and WWF offices;
  - Maintaining an overview of funding sources and budgetary requirements of the project;
  - Maintaining an overview of other users/networks with similar aims/needs (e.g. Indocet) who will also be working with Flukebook to ensure effective collaboration and cost-sharing where possible;
  - Liaising with ASWN network members to ensure full collaboration/consultation on content and compatibility of data storage facilities with data collection protocols;
  - Maintaining regular communication with the Flukebook technical team to ensure product development and delivery within the agreed timeframe and in line with agreed ToR;
  - Liaising with the IWC (to date the main funder of the platform) to ensure that the project meets IWC standards for database projects;
  - Developing reports to WWF representatives and IWC within the agreed timeline (as per standard requirements);
  - Advising WWF representatives on deliverable completion progress as per Flukebook's payment schedule in the signed contract.
- Developing Terms of Use agreement for those who use the data platform to ensure data security and data sharing with chosen parties only under clearly agreed terms and conditions.
- Overseeing the first phases of data transfer/data entry onto the new platform in a phased country by country approach.
- Overseeing data analysis from the WWF-Pakistan led Areas Beyond National Jurisdiction (ABNJ) observer program on Arabian humpback whales and cetacean bycatch funded by Common Oceans, GEF/FAO.
- Promoting the project globally as a model of regional collaboration and application of new technology to benefit cetacean conservation.

##### Network coordination and communication

- Ensure regular contact with network members to keep abreast of whale research and conservation efforts in each range state and what kind of support network members might

need. When appropriate, put members in touch with potential donors, governmental or inter-governmental organisations;

- Maintain and update a list of all ASWN members and partners to include on distribution lists for email consultations and updates and newsletters;
- Maintain and update the ASWN website ([arabianseawhalenetwork.org](http://arabianseawhalenetwork.org));
- Maintain regular contact with intergovernmental partners (IUCN, IWC, CMS) and NGO's (WWF, WCS etc.) to keep abreast of developments and opportunities for funding and support;
- Support the CMS counsellor for cetaceans in the drafting and promotion of a proposal to designate Arabian Sea humpback whales as a population for “concerted Action” under CMS;
- Represent the ASWN at international meetings (when appropriate and when funding is available), such as the Biennial Conference for the Society for Marine Mammalogy, the Scientific Committee of the International Whaling Commission, the Humpback Whale World Congress, etc.
- Update and share funding opportunities relevant to members of the network;
- Identify potential funding opportunities relevant specifically for the network priority activities and coordinate grant applications/ fundraising proposals;
- Identification of regional collaborative research and/or conservation opportunities and assistance with coordination of project implementation (e.g. passive acoustic studies off the coast of Pakistan, replication of Pakistan’s crew-based observer programme).
- Solicit contributions from ASWN members and edit and produce text for ASWN newsletters, with issues to be produced as and when newsworthy events occur;
- Coordinate and minute opportunistic meetings of ASWN members who are present at international marine mammal meetings (e.g. SMM, IWC);
- Advise on agenda preparation, content and discussions for regional technical meetings and capacity building workshops.

## **II. Deliverables**

- A finalized proposal for CMS Concerted Action status for Arabian Sea humpback whales to be presented to the CMS COP in October 2017.
- A beta version of the first tier of functionality of the regional online data platform by December 2017;
- A “published”/designed glossy proposal that can be used internally for ASWN fundraising efforts within WWF, but also for corporate donors or other funding sources;
- Minutes of meetings and emails
- Network update and/or newsletter
- Regularly updated and frequently visited website ([arabianseawhalenetwork.org](http://arabianseawhalenetwork.org))
- Internal progress reports to be submitted to WWF Pakistan and shared with other WWF administrative office at three month intervals.
- External progress reports to be shared with the network and external stakeholders, such as IUCN and IWC (2 per year).
- Executed capacity building workshop by end December 2017.