

Asia Pacific Forest Genetic Resources Programme (APFORGEN)

Process for accepting new members

Approved in National Coordinators meeting in Kuala Lumpur, Malaysia, 20 March 2017

Forestry authorities, national and regional research organisations in Asia and the Pacific may apply to join APFORGEN to benefit from the network's activities.

Process

- Applicant organisation sends a formal letter of interest to APFORGEN Secretariat
- Applications may be pre-screened by the Secretariat in consultation with Chairs
- The Secretariat will inform APFORGEN's National Coordinators and other members about the application, and it is made open for discussion by existing members for at least 2 weeks
- Based on the discussion, Chairs make a final decision about membership
- Applicant organisation is informed about the decision, and if positive, invited to nominate a National Coordinator (country members) or a Coordinator (institutional members)
- If the applicant organisation is the national authority regarding forest genetic resources in the country, the country will become a member country of APFORGEN after a successful application.

Annex: Terms of reference for office holders

Annex.

Asia Pacific Forest Genetic Resources Programme (APFORGEN)

Terms of reference for office holders

National Coordinators

- Serve as focal point between their country and APFORGEN
- Communicate about APFORGEN's activities to policy-makers, researchers, forest managers and other relevant partners and organizations in their country
- Contribute to planning and reviewing APFORGEN's activities and their impacts
- Proactively provide APFORGEN with information about national priorities and activities related to forest genetic resources
- Seek support for APFORGEN's activities within their own countries and contribute to APFORGEN's fundraising efforts at regional level
- Attend APFORGEN's meetings

Chair and Vice Chairs

- Actively communicate about APFORGEN and its work to policy-makers, funding agencies and other potential partner organizations
- Represent APFORGEN and its interests at relevant regional and international events
- Initiate periodic reviews of and planning processes for APFORGEN's strategy and activities
- Identify issues for discussion and decision-making, based on input from National Coordinators, partners and other sources as relevant
- Identify potential funding and other resources to support APFORGEN's work, in collaboration with National Coordinators and APFORGEN Secretariat
- Liaise with APFORGEN's Secretariat to request and guide its activities for implementing APFORGEN's agenda

Secretary

- Attend APFORGEN's meetings as representative of the Secretariat and documents the discussions
- Prepare background documents and materials for discussion at the request of the Chairs