
REGARDING A PROCEDURE TO SELECT THE EXECUTIVE SECRETARY

PREPARED BY: THE CHAIR OF THE SMALL DRAFTING GROUP

PURPOSE

To seek the Commission' agreement to an internal procedure that will guide the Commission activities in support of its procedure to select the IOTC Executive Secretary.

BACKGROUND

A revised proposal for a permanent procedure to select the IOTC Executive Secretary is provided in Annex 1 of document IOTC-2021-S25-03.

Once the Commission and FAO Council have adopted a procedure, the Commission will also require an internal procedure to guide its activities in support of the recruitment process.

It is proposed to amend Rule V.2: The Secretariat, of the IOTC Rules of Procedure thus:

Current RuleV.2

The Executive Secretary of the Commission shall be elected by the Commission and appointed by Director-General, in accordance with the procedure set out at Appendix II.

Proposed addition to RuleV.2

The Executive Secretary of the Commission shall be elected by the Commission and appointed by Director-General, in accordance with the procedure set out at Appendix II. The three IOTC representatives referred to in Appendix II shall be the IOTC Chairperson and two Vice-Chairpersons, unless otherwise decided by the Commission. These IOTC representatives shall conduct themselves impartially and consult members of the Commission with the objective of ensuring an IOTC view is represented throughout the recruitment process. The three IOTC representatives shall ensure that the list of qualified candidates is circulated to Heads of Delegations for at least 30 days after applications have closed, but before the second review process in which the shortlist is determined. The Heads of Delegations shall be invited to rank their top 5 candidates in order of preference using a point score of five to one, with 5 being the most preferred candidate, within 30 days of receiving the applications from the IOTC Chairperson. The rankings shall be transmitted to the Executive Secretary and he/she shall collate the results and identify the top 5 candidates overall based on the highest aggregate scores from the rankings received. The Commission shall be advised of the outcome of the ranking and the names of the top 5 candidates shall be conveyed by the IOTC representatives to the rest of the interview panel for consideration in the shortlisting process.

RECOMMENDATION/S

That the Commission:

1. **NOTE** paper IOTC-2021-S25-03_add1 that provides a draft amendment to the IOTC Rules of Procedure that will clarify a process to guide the Commission in its support of the recruitment of the IOTC Executive Secretary.
2. **NOTE** that the proposed amendment will result in the Commission producing a top 5 list of candidates and this will be conveyed by the IOTC representatives to the rest of the interview panel for consideration in the shortlisting process.
3. **ADOPT** the amendment proposed above and replace Rule V.2 of the Indian Ocean Tuna Commission Rules of Procedure.