
REGARDING A PROCEDURE TO SELECT THE EXECUTIVE SECRETARY**PREPARED BY: THE CHAIR OF THE SMALL DRAFTING GROUP**

ABOUT THIS REVISION

This document was revised to include additional steps in the internal procedure proposed in (IOTC-2021-S25-03_add1) to guide the Commission's activities in support of its procedure to select the IOTC Executive Secretary.

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 Rules V(2), X(5) and X(7) of the IOTC Rules of Procedure. The proposed changes are highlighted below:

Proposed addition to Rule V(2)**RULE V: THE SECRETARIAT**

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 through 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.

V.2 bis. Upon receiving the name of the proposed candidate from the Director-General in accordance with paragraph 10 of the procedure set out in Appendix II of these Rules of Procedure, the IOTC Chairperson shall transmit the name and curriculum vitae to the IOTC Commission for approval in accordance with Articles VI(2) and VIII(1) of the IOTC Agreement and Rule X(4) of these IOTC Rules of Procedure. If the candidate does not obtain a majority of the votes cast, the IOTC Chairperson shall request the Director-General to propose another candidate to the Commission, in accordance with paragraph 11 of Appendix II.

Proposed amendments to Rule X(5) and X(7)**RULE X: VOTING ARRANGEMENTS AND PROCEEDINGS**

- Unless the Commission decides otherwise, voting on matters relating to individuals, including the election of officers of the Commission and, if applicable, the recommendation regarding the name of the Executive Secretary to be forwarded to the Director-General for appointment, shall be by secret ballot.

5. Except for the Executive Secretary position, when no nominee for an office obtains on the first ballot a majority of the votes cast, there shall be taken a second ballot confined to the two candidates obtaining the largest number of votes. If the votes are equally divided on the second ballot, as many ballots as necessary will be held to determine the elected candidate.
6. Votes cast means votes "in favour" and "against".
7. If the Commission is equally divided when a vote is taken on a question other than an election ~~and the recommendation regarding the name of the Executive Secretary to be forwarded to the Director-General for appointment~~, a second vote and a third vote may be taken at the current Session at the request of the proposer. If the Commission remains equally divided, the proposal shall not be further considered at the current Session.

RECOMMENDATION/S

That the Commission:

1. **NOTE** paper IOTC-2021-S25-03_add1_rev1 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. **NOTE** that the proposed amendments clarify a voting procedure to confirm the Commission's acceptance of the candidate recommended for appointment.
4. **ADOPT** the additions and amendments proposed above and hereafter amend Rules V(2), X(5) and X(7) of the Indian Ocean Tuna Commission Rules of Procedure.