Working group meeting draft resolution for working groups with multi-annual ToR

A **Working Group on Whatever Business** (WGWB), chaired by Name, Country, will work on ToRs and generate deliverables as listed in the Table below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Meeting dates | Venue | Reporting details | Comments (change in Chair, etc.) |
| Year 20XX | Date Month | Town, Country | Interim report by Date Month May to SSGXXX |  |
| Year 20XX |  |  | Interim report by Date Month May to SSGXXX |  |
| Year 20XX |  |  | Final report by Date Month May to SSGXXX |  |

ToR descriptors[[1]](#footnote-1)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ToR** | **Description** | **Background** | [**Science Plan Codes**](https://ices.dk/about-ICES/Documents/Resolutions/Science_plan_codes.pdf) | **Duration** | **Expected Deliverables** |
|  | This should capture the objectives of the ToR | Provide very brief justification, e.g. advisory need, links to Science Plan and other WGs | Use codes*(max 3 per ToR)* | 1, 2 or 3 years  | Specify what is to be provided, when and to whom |
| a | e.g. Review the science of offshore wind farms effects on the benthic system in the North Atlantic  | a) Science Requirementsb) Advisory Requirementsc) Requirements from other EGs  | Code 1.1, 2.4… | e.g. year 1 | Review paper |
| b |  |  |  |  |  |
| c |  |  |  |  |  |
| d |  |  |  |  |  |

Summary of the Work Plan

|  |  |
| --- | --- |
| Year 1 |  |
| Year 2 |  |
| Year 3 |  |

Supporting information

|  |  |
| --- | --- |
|  |  |
| Priority | The current activities of this Group will lead ICES into issues related to the ecosystem effects of fisheries, especially with regard to the application of the Precautionary Approach. Consequently, these activities are considered to have a very high priority. |
| Resource requirements | The research programmes which provide the main input to this group are already underway, and resources are already committed. The additional resource required to undertake additional activities in the framework of this group is negligible. |
| Participants | The Group is normally attended by some 20–25 members and guests. |
| Secretariat facilities | None. |
| Financial | No financial implications. |
| Linkages to ACOM and groups under ACOM | There are no obvious direct linkages. |
| Linkages to other committees or groups | There is a very close working relationship with all the groups XXXSG. It is also very relevant to the Working Group on XXX. |
| Linkages to other organizations |  |

1. Avoid generic terms such as “Discuss” or “Consider”. Aim at drafting specific and clear ToR, the delivery of which can be assessed [↑](#footnote-ref-1)