

TERMS OF REFERENCE

1. Background

- 1.1. In the face of the region's pressing water problems, the Asia-Pacific Water Forum (APWF) was created in March 2006 at the 4th World Water Forum in Mexico to help address the challenges of the Asia Pacific Region. Since its official launch in September 2006, the strategic direction of the APWF has been guided by its President, Mr. Yoshiro Mori. Prof. Tommy Koh, Ambassador-at-large, Singapore, Chair of the APWF's Governing Council, has taken a leading role in overseeing the implementation of its rolling work plan in cooperation with the two Vice-Chairs, Ms. Erna Witoelar, Former U.N. Special Ambassador for the Millennium Development Goals for the Asia Pacific Region, and Mr. Ravi Narayanan, former Chief Executive of Water Aid. The Japan Water Forum has been responsible for hosting and staffing the Secretariat of the APWF.
- 1.2. The APWF's driving mandate has been to ensure that water policy, reform, investment and performance are high priorities of the region's leaders. This mission led to the APWF hosting the 1st Asia-Pacific Water Summit (1st APWS), held in Beppu, Japan in December 2007. The event broke the way for highlighting the region's water security needs and challenges and served as a first rallying point for focusing actions on water. Following up to the 1st APWS, the 2nd Asia-Pacific Water Summit (2nd APWS), under the theme of *Water Security: Leadership and Commitment*, will be held for two days in January 2012 in Bangkok, Thailand.
- 1.3. To effectively meet the dynamic challenge posed by the water sector, the Governing Council feels that it is desirable to renew itself periodically. To that end and as requested by the President, the founding regional organizations of the APWF (the ADB, UNESCAP and JWF), have established a search committee to identify candidates to assume the role of the Chair and Vice-Chair, replacing Prof. Koh and Ms. Witoelar. Mr. Narayanan will remain in his post to ensure continuity of the APWF's contributions to the resolution of global water issues. At the 1st meeting of the Search Committee in October 2010, its members and adviser agreed to prepare the Terms of Reference of the Chair and Vice-Chair of the APWF's Governing Council.

2. Governance Structure

The Governing Council has a light managerial and administrative structure responsible for coordinating APWF activities.

3. Roles and Responsibilities

- 3.1. The Governing Council has the power to make decisions on behalf of APWF, and all decisions are made by consensus.
- 3.2. The Chair will execute the following tasks:
 - Host the Governing Council meetings twice a year
 - When present, preside over all APWF's meetings
 - Upon specific request from the organizations involved in the APWF activities, represent APWF at meetings and conference sessions and contribute to publications;

3.3. The Vice-Chair will:

- Assist the Chair in the Chair's roles and responsibilities
- Act in place of the Chair during the Chair's absence or inability to act

3.4. Together the Chair and Vice-Chair will:

- Contribute to the expansion and strengthening of APWF membership and activities
- Supervise the preparation of the APWF's key messages, which may include outreach documents and press releases to be issued before and during the 3rd Asia-Pacific Water Summit (3rd APWS.)
- Use his or her own channel to reach out to government, private sector, and civil society leaders
- Participate in the preparation of the agenda and highlights for each Governing Council meeting

4. Timing

- 4.1. The appointment of a new chair and a vice-chair will be announced during the 2nd APWS. The term of appointment will end at the 3rd APWS and will be approximately over 2-3 years.
- 4.2. The Chair and Vice-Chair may remain in its post after the 3rd APWS to ensure continuity of the APWF's activities.