AFRICAN ASSOCIATION FOR WILDLIFE IN HUMAN CARE (AAWHC)

Population Management Committee

Terms of Reference

1. Purpose

1.1 The main purpose of the Population Management Committee is to guide and support Animal Association for Wildlife in Human Care (AAWHC) members to professionally manage the animal populations in their care, and to promote conservation and sustainability through demographically and genetic robust co-operative breeding programmes.

2. Terms of Reference

2.1 The terms of reference of the AAWHC Population Management Committee are to:

2.1.1 Keep up to date with current international Population Management developments and frameworks (e.g. CBD, GBF, IUCN).

2.1.2 Review the WAZA strategies and support alignment with AAWHC policy.

2.1.3 Develop, review, and update AAWHC's Population Management Policy and related documents.

2.1.4 Identify population management gaps, priorities, and opportunities for members.

2.1.5 With the AAWHC Conservation Committee, provide strategic guidance on the development of species action plans, recovery programmes, and reintroduction initiatives.

2.1.6 Promote the use of recognized tools such as the ZIMS Studbook module and PMx for Managed populations.

2.1.7 Oversee the management and implementation of regional studbooks and conservation breeding programmes

2.1.8 Support training and capacity building in population management planning, implementation, and reporting.

2.1.9 Liaise with stakeholders (e.g. IUCN, WAZA, governments, NGOs) to enhance population management collaboration.

2.1.10 Evaluate population management-related submissions during member accreditation audit processes.

2.1.11 Formulate and disseminate inspirational and informative guidelines and/or presentations on population management issues.

2.1.12 Compile position statements on population management issues and contribute to policy development across AAWHC where relevant.

2.1.13 Report population management progress to the AAWHC Board and Annual General Meeting.

3. Membership

3.1 The committee will be chaired by a board member of AAWHC in good standing.

3.2 The chairperson can elect additional members from AAWHC members to serve on the committee.

3.3 It shall comprise at least five (5) persons qualified in conservation biology, wildlife management, conservation genetics, environmental science, zoology, veterinary science, or related fields.

3.4 The Population Management Committee is empowered to co-opt additional professional advisors onto the committee. Such co-options are to be approved by the Board of AAWHC.

4. Confidentiality

4.1 Before appointment, all members of the Committee shall acknowledge in writing their acceptance of the terms of reference of the committee and any requirements for confidentiality required by AAWHC.

4.2 The committee should reach agreement on how advice may be sought without breaching confidentiality.

5. Conflicts of Interest

5.1 No member of the Population Management Committee may participate in an audit or review or approval of an audit of their own facility or any other facility in which that member has a conflicting interest, other than to provide information.

5.2 Members with conflicting interests should declare these and may not count towards a quorum or vote in such circumstances.

6. AAWHC Conservation Committee Operating Procedures

6.1 Duration of Membership:

6.1.1 The period of membership of individuals will be 3 years and may be renewed.

6.2 It should be appreciated that members need time to absorb the ethos and develop the skills of review.

6.3 Chairperson of Committee and Quorum:

6.3.1 The Committee will be chaired by a board member in good standing of AAWHC.

6.3.2 The Deputy Chairperson will be elected from among its members of welfare-assessed facilities.

6.3.3 The committee should have a quorum of not less than three (3) members.

6.4 Administrative Support:

6.3.1 The Population Management Committee shall be supported by a Secretariat based within the office of the Board of the association to perform its administrative duties, provide secretarial assistance, and maintain records of all Population Management Committee documents and correspondence.

6.4 Meetings

6.4.1 The full Committee should meet a minimum of twice per annum to conduct business which falls within its terms of reference.

6.4.2 The dates of meetings shall be set at the first Committee meeting of each financial year.

6.4.3 Notice of meetings and the agenda and working papers shall be sent to Committee members to arrive at least 7 working days before the next meeting.

6.4.4 In cases where the committee has been appointed in conjunction with the Ethics Committee by the Board to investigate a transgression, meetings may be on an ad hoc basis.

6.5 Reporting to the Board

6.5.1 Annual Plans are to be approved by the Board.

6.5.2 Reports on the progress towards the annual plan must be submitted to the Board on a quarterly basis.

6.6 Recording of Proceedings

6.6.1 Minutes shall be kept which record decisions and all other aspects of the Committee's deliberations and business and reported to the Board quarterly.