



ITTO

**INTERNATIONAL TROPICAL
TIMBER COUNCIL**

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DECISION 3(XXV)

MATTERS RELATED TO ARTICLE 16 OF ITTA, 1994

The International Tropical Timber Council,

Recalling Article 16 of the ITTA, 1994;

Noting Decision 4(XXIV), on matters related to Article 16 of the ITTA, 1994, including the transitional rules in Annex 2 of the Decision;

Also noting the Report of the Meeting of the Working Committee to Undertake Work on the Procedure for Appointing the Executive Director of ITTO pursuant to ITTC Decision 4(XXIV) [Document ITTC (XXV)/9];

Stressing the need for open and transparent procedures for identifying qualified candidates for the Council to appoint an Executive Director;

Decides to adopt the procedures for selection and appointment of an Executive Director as contained in the Annex of this Decision and that the procedures are not applicable to the current Executive Director.

ANNEX

SELECTION PROCEDURES FOR AN EXECUTIVE DIRECTOR

I. Qualifications

1. Professional experience

- (i) Managerial experience – a proven track record in managing programs, staff and finances preferably in matters relevant to the work of the ITTO;
- (ii) International experience – previous governmental work and experience in dealing with international organizations.

2. Academic Background

Advanced degree, preferably in matters relevant to the work of the ITTO.

3. Language

Proven ability in both oral and written communication in one or preferably more of the working languages (English, French and Spanish) of the ITTO.

4. Nationality

Candidates should be a national of an ITTO member country and should be endorsed by their respective government. Only one candidate per country can be endorsed.

II. Tenure

Appointment will be for a 4-year term, renewable only once. In the case where the Executive Director is not eligible for renewal of his/her mandate, the selection process will commence twelve months before expiry of the mandate. Otherwise the selection process will commence when the Executive Director declares his/her intention, no later than six months before the expiry of his/her mandate, not to seek renewal of his/her mandate.

III. Vacancy Announcement

The position is to be advertised in the ITTO Newsletter, on the ITTO Internet home page, in professional journals, general publications and through national governments. The advertisement will include the information that a formal endorsement by the government of the country of which the prospective applicant is a national will be needed before his/her candidature can be considered by Council.

IV. Short-listing

A Panel, comprising an equal number of producer and consumer members – with no more than one per country - will be selected by Council. The Panel is to examine the applications from candidates and agree on an indicative short list of no more than six names, with at least half of these to be from producer members and all must be government endorsed candidates. The Panel will present this short list, and the basis for its selection, to Council. Technical support for the Panel will be provided by the Secretariat.

The short list of candidates will be discussed by the Producer and Consumer Caucuses with each Caucus presenting the conclusions of its debate to Council as an element for an informed decision by Council.

V. Final selection

The final selection will be made by Council, if not by consensus then by a Special Vote, according to Articles 16 (1) and 2 of ITTA 1994.