

TOR Reference No.:	Author(s): John Visbeen
Version:	Date: 31-10-2017
TERMS OF REFERENCE FOR WORK UNDER THE AUSPICES OF IMPEL	

1. Work type and title

1.1 Identify which Expert Team this needs to go to for initial consideration	
Industry	<input type="checkbox"/>
Waste and TFS	<input type="checkbox"/>
Water and land	<input type="checkbox"/>
Nature protection	<input checked="" type="checkbox"/>
Cross-cutting – tools and approaches -	<input type="checkbox"/>
1.2 Type of work you need funding for	
Exchange visits	<input checked="" type="checkbox"/>
Peer reviews (e.g. IRI)	<input type="checkbox"/>
Conference	<input checked="" type="checkbox"/>
Development of tools/guidance	<input type="checkbox"/>
Comparison studies	<input type="checkbox"/>
Assessing legislation (checklist)	<input type="checkbox"/>
Other (please describe): -exchange of information, -meeting of experts,	<input checked="" type="checkbox"/>
1.3 Full name of work (enough to fully describe what the work area is)	
Examination/analyses of results of questionnaire sent out to Member States (authority, Birdlife partners, FACE partners) and one joint inspection in the field of hunting tourism, Internet search/survey.	
1.4 Abbreviated name of work or project	
Huntingtourism	

2. Outline business case (why this piece of work?)

2.1 Name the legislative driver(s) where they exist (name the Directive, Regulation, etc.)
Birds Directive, Habitats Directive (Natura 2000),

2.2 Link to IMPEL MASP priority work areas

- | | |
|--|-------------------------------------|
| 1. Assist members to implement new legislation | <input type="checkbox"/> |
| 2. Build capacity in member organizations through the IMPEL Review Initiatives | <input checked="" type="checkbox"/> |
| 3. Work on 'problem areas' of implementation identified by IMPEL and the European Commission | <input checked="" type="checkbox"/> |

2.3 Why is this work needed? (background, motivations, aims, etc.)

During the workshop in Romania in 2015 the working group identified the issue of 'hunting tourism' as an opportunity to work together to identify the scope of this activity and to identify legal and illegal aspects. This was based on a presentation from a prosecutor in Romania. This case had deep impact on nature protection status and it was told that illegal activities still continue.

In 2015 we examined good example of 'closed' regulatory system according to hunting regulation in Slovenia by soft and hard control measures. This was also presented during the expert team meeting in Croatia in 2016 and this information was useful for several Member States. Therefore a study inspection was organized in Slovenia in 2017 to see more of the system working in practice.

In 2015 we also developed an survey for internet search for companies who offer hunting tourism trips. The outcomes were receive very positive during expert team meeting in Croatia in 2016 and there was a demand for a follow up and more widespread search. This will be discussed during expert team meeting in 2017.

During joint inspection in Slovenia we also discussed the importance of developing a questionnaire to get more information about the scope of the problem. The choice was made to send out the questionnaire in each Member State but to three different organizations: a representative of an authority, of a Birdlife partner and a FACE partner. We hope to receive all the results of the questionnaire during 2017, so the results can be analyzed in 2018.

The way we progress with the internet search and the questionnaire together with the serious information that there are still illegal activities according to hunting tourism this information must lead to joint inspections with enforcement officers and probably custom officers involved. During expert team meeting there will be decision between which countries a joint inspection can be executed.

2.4 Desired outcome of the work (what do you want to achieve? What will be better / done differently as a result of this project?)

- Report-analysis of the scope of the problem according to hunting tourism based on three different point of views)Authorities-Birdlife partners-FACE partner
- Exchange of (enforcement) information the lead to a joint inspection in the field of hunting tourism and to investigate illegalities,
- Extend the network of inspectors working together,

2.5 Does this project link to any previous or current IMPEL projects? (state which projects and how they are related)

Green IRI Romania 2014, Green IRI Italy 2016
Core team meeting hunting tourism 2016
Workshop/expert team meeting Sibiu 2015, Croatia 2016 and Netherlands/Flevoland 2017
Joint inspection Slovenia 2017

3. Structure of the proposed activity

3.1 Describe the activities of the proposal (what are you going to do and how?)

Hunting tourism follow up internet survey:

- Preparing internet survey,
- Executing internet survey,
- Core team meeting to discuss about results,
- Dissemination report.

Hunting tourism follow up questionnaire:

- Analyses received questionnaire form authorities, Birdlife partners, FACE partners,
- Drafting and dissemination report,
- Core team meeting to discuss about results,
- Dissemination report.

Joint inspection

Preparation of the joint inspection will take place after core team meeting were the results of the internet survey and the questionnaire will be discussed. During expert team meeting in 2017 we will make inventory of Member States that want to host second joint inspection.

3.2 Describe the products of the proposal (what are you going to produce in terms of output / outcome?)

Internet Survey and report,
Draft Tors to adopt during the green expert team meeting,
Report of results of the internet survey

3.3 Describe the milestones of this proposal (how will you know if you are on track to complete the work on time?)

January-February; analyzing results questionnaire
February- March: Drafting report
April; core team meeting- discussing results of report and discussion next steps & preparation of joint inspection hunting tourism
September executing joint inspection hunting tourism

3.4 Risks (what are the potential risks for this project and what actions will be put in place to mitigate these?)

4. Organisation of the work

4.1 Lead (who will lead the work: name, organisation and country) – this must be confirmed prior to submission of the TOR to the General Assembly)

Lead & co lead: Netherlands and Slovenia.

4.2 Project team (who will take part: name, organisation and country)
Latvia
4.3 Other IMPEL participants (name, organisation and country)
Malta (t.b.c.) France (t.b.c.)
4.4. Other non-IMPEL participants (name, organisation and country)
-Face -Birdlife

5. High level budget projection of the proposal. In case this is a multi-year project, identify future requirements as much as possible

	Year 1 (exact)	Year 2	Year 3	Year 4
How much money do you require from IMPEL?	10980	10980	10980	10980
How much money is to be co-financed				
Total budget	10980	10980	10980	10980

6. Detailed event costs of the work for year 1

	Travel € (max €360 per return journey)	Hotel € (max €90 per night)	Catering € (max €25 per day)	Total costs €
<u>Event 1</u>	7X360=2520	2X90X7=1260	2X25X7= 350	2520+1260+350 = 4130
<i>Core team meeting & preparation of joint inspection</i>				
<i>April</i>				
<i>t.b.c. (location)</i>				
<i>7 (person)</i>				
<i>2 nights</i>				
<u>Event 2</u>	4X360=1440	3X90X4=1080	2X25X4= 200	1440+1080+200= 2720
<i>Execution of inspection</i>				
<i>Between June-Sept</i>				
<i>t.b.c. (location)</i>				
<i>4 (person)</i>				
<i>3 nights</i>				
<u>Event 3</u>	7X360=2520	2X90X7=1260	2X25X7= 350	2520+1260+350 = 4130
<i>Core team meeting/report</i>				
<i>September</i>				
<i>t.b.c. (location)</i>				
<i>7 (person)</i>				
<i>2 nights</i>				
<u>Total costs for all events</u>				4130+2720+4130 = 10980

7. Detailed other costs of the work for year 1

7.1 Are you using a consultant?	Yes
7.2 What are the total costs for the consultant?	PM euro
7.3 Who is paying for the consultant?	IMPEL
7.4. What will the consultant do?	Analyzing results of the questionnaire that we will receive from all Member States (and within the Member State from Authority, Birdlife Partner, FACE partner)

7.5 Are there any additional costs?	No
7.6 What are the additional costs for?	
7.7 Who is paying for the additional costs?	
7.8. Are you seeking other funding sources?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Namely:
7.9 Do you need budget for communications around the project? If so, describe what type of activities and the related costs	<input type="checkbox"/> Yes <input type="checkbox"/> No Namely:

8. Communication and follow-up (checklist)

	What		By when
8.1 Indicate which communication materials will be developed throughout the project and when <i>(all to be sent to the communications officer at the IMPEL secretariat)</i>	TOR ^{✓*} Interim report ^{✓*} Project report ^{✓*} Progress report(s) [✓] Press releases News items for the website ^{✓*} News items for the e-newsletter [✓] Project abstract ^{✓*} IMPEL at a Glance [✓] Other, (give details):	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
8.2 Milestones / Scheduled meetings (for the website diary)			
8.3 Images for the IMPEL image bank	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
8.4 Indicate which materials will be translated and into which languages	-		

8.5 Indicate if web-based tools will be developed and if hosting by IMPEL is required	-
8.6 Identify which groups/institutions will be targeted and how	
8.7 Identify parallel developments / events by other organisations, where the project can be promoted	

✓) Templates are available and should be used. *) Obligatory

9. Remarks

Is there anything else you would like to add to the Terms of Reference that has not been covered above?

In case of doubts or questions please contact the IMPEL Secretariat.

Draft and final versions need to be sent to the IMPEL Secretariat in word format, not in PDF.

Thank you.