

## Terms of Reference of the KBA Standards and Appeals Committee

### 1. Purpose

As a guiding principle, the KBA SAC seeks to ensure that the original intent of “*A Global Standard for the identification of Key Biodiversity Areas*” is not compromised.

### 2. Roles and Responsibilities

The KBA SAC is responsible for, among others, developing guidelines on the application of “*A Global Standard for the Identification of Key Biodiversity Areas*”, and for arbitrating over formal Appeals to the listing of particular sites as KBAs. The Chair of the KBA SAC will be appointed by the Chairs of the IUCN Species Survival Commission (SSC) and IUCN World Commission on Protected Areas (WCPA) at the request of the KBA Committee and may be requested to attend meetings of the KBA Committee as an observer. Members of the KBA SAC will be appointed by its Chair, guided by advice, where appropriate, from KBA Partners and the KBA Community, for example, on the types of expertise required for the KBA Committee. The KBA SAC will meet as often as required, within available resources.

The KBA SAC will fulfil the following functions:

- Advise on the interpretation of the KBA criteria and thresholds, key terms, delineation procedures, and other aspects of “*A Global Standard for the Identification of Key Biodiversity Areas*”;
- Develop and keep updated the “*Guidelines for Using A Global Standard for the Identification of Key Biodiversity Areas*”;
- Review and advise on training materials and approaches for using “*A Global Standard for the Identification of Key Biodiversity Areas*”;
- Periodically review KBA identifications made by National Coordination Groups, KBA Partners, and independent experts, and comment on specific identifications forwarded by the KBA Secretariat or Regional Focal Points;
- Respond to requests for scientific and technical advice and guidance from the National Coordination Groups, Regional Focal Points, KBA Partners, KBA Secretariat, KBA Committee, and any subsidiary bodies established by the KBA Committee; and
- Report to the KBA Committee, SSC Steering Committee and WCPA Steering Committee on progress against the above terms of reference.
- At the request of the KBA Committee, lead and coordinate the process of undertaking any revisions to the *Standard*, should these be required in the future.

Proposed changes to the “*Guidelines for Using A Global Standard for the Identification of Key Biodiversity Areas*” will be reviewed by the KBA Committee and any relevant subsidiary bodies that the KBA Committee may establish. Proposed changes to *A Global Standard for the Identification of Key Biodiversity Areas* will be subject to a consultation process established by the KBA Committee, and will be reviewed by the KBA Committee, prior to submission to IUCN Council for adoption.

In the event of any formal Appeals against any site being identified as a KBA, the KBA SAC will:

- Oversee the formal process for handling Appeals over the application of the KBA criteria, thresholds, and delineation procedures and the resulting identification of particular sites as KBAs, following a formal Appeal process to be developed and agreed jointly by the KBA Committee and the KBA SAC;
- Take final decisions on Appeals, ensuring that these are based on sound scientific evidence, seeking appropriate specialist advice when necessary;
- Present decisions and documentation to the Chairs of the KBA Committee, SSC and WCPA;
- Issue written decisions on Appeals to be forwarded to both parties, for publication on the KBA Website.

When making decisions on Appeals, the KBA SAC acts as the final judge, and does not refer the matter to either the KBA Committee, or the SSC Steering Committee, or the WCPA Steering Committee for a final decision. However, prior to publishing the result of a decision, the Chair of the KBA SAC will send a brief report to the SSC and WCPA Chairs and KBA Committee Chair confirming that the agreed process was followed to reach the decision, or outlining any deviations from the process that had to be made. The SSC and WCPA Steering Committees are responsible for ensuring that Appeals are handled professionally and impartially. In the event of the SSC and/or WCPA Steering Committees being concerned about the process followed during a particular Appeal, it will request the KBA SAC to review this process and make improvements. Under no circumstances should the KBA Committee or the SSC or WCPA Steering Committees involve themselves in the substance of any Appeals.