

# Terms of Reference



## Species at Risk Task Force

### 1.0 Purpose

To assist the Association of British Columbia Forest Professionals (ABCFP) and the College of Applied Biology (CAB) in revising the document entitled *“Managing for Species at Risk: What are a Forester’s Responsibilities?”* issued by the ABCFP and dated February 2003.

The revised document will be a joint guidance document for forest and biology professionals and will need to be approved by Councils of both organizations.

### 2.0 Membership

2.1 Membership of the task force shall be made up of six practicing or retired members in good standing of the ABCFP and/or CAB (three each) who:

- a) are familiar with the tools used in managing SAR;
- b) have work experience in an area of practice requiring the provision of advice/consideration on SAR and their needs; and
- c) can work on a volunteer basis on a facilitated committee.

2.2 The task force will be co-chaired by a member of the task force from each organization.

2.3 There is no time limit for membership.

### 3.0 Duties, Functions & Responsibilities

3.1 ABCFP staff:

- 3.1.1 Will provide support to the task force in terms of organizing meetings, taking minutes, developing the agenda with the co-chairs, and following up on outstanding action items.

3.2 CAB staff:

3.2.1 Will attend all meetings and will carry out other duties when requested by the task force.

3.3 The Species at Risk Task Force:

3.2.1 Will work to assist the ABCFP and the CAB to complete the revised paper by March 31, 2009.

#### **4.0 Conduct of Meetings**

The task force will have its initial meeting in person, and by teleconference, and, or, videoconference thereafter.

#### **5.0 Budget**

The ABCFP and CAB will cover all reasonable meeting expenses for individuals and any other costs associated with running meetings of the task force.

#### **6.0 Meetings & Time Commitment**

It is expected that the meetings will be held monthly by teleconference, and, or, videoconference.