

INTERNAL RULES, TERMS OF REFERENCE OF THE OIE SPECIALIST COMMISSIONS AND QUALIFICATIONS OF THEIR MEMBERS

CHAPTER 1 – INTERNAL RULES

(Applicable to all Specialist Commissions)

ARTICLE 1

The OIE Specialist Commissions shall be established by the Assembly in accordance with Chapter 5 of the General Rules.

ARTICLE 2

The OIE Specialist Commissions shall each consist of a Bureau (composed of a President and two Vice-Presidents) and three other members.

ARTICLE 3

For each Specialist Commission, the Assembly elects the members of the Bureau individually and then the other three members, taking into account the need for a geographically balanced representation, and the need for relevant expertise.

Members of Specialist Commissions are elected for a period of three years and shall be eligible for re-election.

In the case that a member of a Specialist Commission fails to participate in three consecutive meetings of that Commission without adequate justification, the position held by that member shall be declared vacant by the Director General.

In the case of a position falling or being declared vacant, the Assembly shall elect a new member to complete the term of office of the previous member.

ARTICLE 4

Members of Specialist Commissions shall provide the Director General with a statement covering potential conflicts of interest between themselves and any commercial entity in accordance with the procedure established by the Director General. Members of Specialist Commissions shall respect the legitimate confidentiality of information with which they may be entrusted in the performance of their functions and shall submit such an undertaking to the Director General.

ARTICLE 5

The Specialist Commissions shall meet at least once a year between the annual sessions of the Assembly. If necessary, meetings may be held jointly with other Specialist Commissions where there are matters of common interest. A special meeting may be organised immediately prior to the annual session of the Assembly.

ARTICLE 6

The Bureaux of the Specialist Commissions shall meet alone at such times and places as may be determined by the Director General, in consultation with the President of the respective Commission.

ARTICLE 7

Where appropriate, specialists designated by the Director General from national, regional, or international organisations or from OIE Reference Centres, shall attend certain parts of meetings of the Specialist Commissions or of the Bureaux for topics relating to their fields of competence. Such specialists shall respect the legitimate confidentiality of information with which they may be entrusted in the performance of their functions and shall submit such an undertaking to the Director General.

ARTICLE 8

Each Specialist Commission may appoint a Rapporteur from among the members of the Commission. After each meeting, the President or the Rapporteur shall provide the Director General with a report on the proceedings of the meeting, a draft of a work programme and the proposed dates for the next meeting.

ARTICLE 9

The Specialist Commissions shall make available to the Director General, by no later than 90 days before the opening of the General Session of the Assembly of each year, all texts which are to be presented for adoption or comments during the General Session. These texts shall be sent by the Director General to OIE Member Countries for examination and comment before the General Session of the Assembly.

ARTICLE 10

The Presidents of the Specialist Commissions will report annually to the Assembly the activities of the respective Commissions and the draft of the relevant resolutions, standards, guidelines or other recommendations for adoption.

ARTICLE 11

All formal correspondence between the Specialist Commissions and outside individuals or bodies shall be issued through the office of the Director General.

ARTICLE 12

The Headquarters staff shall assist the Rapporteurs of the Specialist Commissions in recording meetings of the Commissions and preparing reports, notably by providing secretarial support and translation services.

CHAPTER 2 – TERMS OF REFERENCE AND QUALIFICATIONS OF MEMBERS

OIE SCIENTIFIC COMMISSION FOR ANIMAL DISEASES

(In brief "Scientific Commission")

TERMS OF REFERENCE

Taking into account the periodic Strategic Plans adopted by the Assembly, pertinent Resolutions of the Assembly and the annual work plans approved by the Assembly, the terms of reference of the OIE Scientific Commission for Animal Diseases shall be:

1. To maintain and exchange information on all aspects of terrestrial animal diseases, and to assess recent developments in the practical problems of control and eradication of infectious diseases and the impact of these developments.
2. To provide scientific guidance to the OIE on the development of policies relating to the assessment and control of diseases, notably those with the potential to affect trade in terrestrial animals and their products or affect human health.
3. To assist the Director General in improving the collection, use and interpretation of statistical information on terrestrial animal diseases, including emerging diseases, for the benefit of OIE Member Countries.
4. To provide up-to-date scientific information to the Director General and the other OIE Specialist Commissions, gathered through its own resources or in consultation with scientists, experts and *Ad hoc* Groups.
5. To advise and assist the Director General on problems relating to such diseases, including problems of disease control at the regional and global level.
6. To propose procedures for formally recognising the animal health status of OIE Member Countries.
7. To undertake, on behalf of the Assembly, an assessment of applications by OIE Member Countries on the status of compliance with OIE standards for animal health status.
8. To identify issues that require in-depth review and propose, to the Director General, the composition and terms of reference of experts or *Ad hoc* Groups of experts convened specifically to study such issues, and if necessary, to participate in the work of these Groups.
9. To advise the Director General on the composition and the activities of the Working Group on Wildlife Diseases and to coordinate its work.
10. To examine applications from Member Countries relating to the creation of new OIE Reference Centres with activities corresponding to the Commission's scientific terms of reference and report its findings to the Director General.
11. To provide, on request of the Director General, technical advice on proposals for the twinning of Reference Centres under Cooperative Capacity Building ("Twinning") Agreements.
12. To advise the Director General on the status of the lists of the OIE experts and Reference Centres.
13. To reply to relevant queries relating to the methods for the control of terrestrial animal diseases.
14. To represent the OIE at scientific and specialised conferences upon the request of the Director General.
15. To work closely with the "Code Commission" and the "Laboratories Commission" to harmonize the standards, guidelines and other draft texts submitted to the Assembly for adoption.

QUALIFICATIONS OF THE MEMBERS

ARTICLE 1

The members of the Commission shall be specialist internationally recognized in a field relevant to the control of infectious diseases of animals and shall have appropriate experience in animal disease control.

ARTICLE 2

The members of the Commission should have a Curriculum Vitae and scientific publication record appropriate to an international specialist in a field or fields relevant to the control of infectious diseases of animals.

OIE BIOLOGICAL STANDARDS COMMISSION

(in brief "Laboratories Commission")

TERMS OF REFERENCE

Taking into account the periodic Strategic Plans adopted by the Assembly, pertinent Resolutions of the Assembly and the annual work plans approved by the Assembly, the terms of reference of the OIE Biological Standards Commission shall be:

1. To propose methods for the diagnosis and prevention of diseases with respect to international trade or movement of terrestrial animals or their products, particularly diseases included in the *OIE Terrestrial Animal Health Code* (the *Terrestrial Code*).
2. To define standards for biological products, diagnostic preparations, vaccines and immune sera relating to terrestrial animals.
3. To assess and approve applications for the registration of commercial diagnostic kits.
4. To provide, upon request by the Assembly or the Director General, standard technical procedures for other activities included in the *Terrestrial Code*.
5. To keep the Director General and the Assembly, informed of advances in scientific knowledge that could have implications for the diagnosis and prevention of terrestrial animal diseases and to make recommendations on amendments or additions to the *Terrestrial Code*, as appropriate.
6. To respond to questions relating to their field of competence from the Director General and the Assembly, and collaborate with the other OIE Specialist Commissions and Working Groups.
7. To edit the *OIE Manual of Diagnostic Tests and Vaccines for Terrestrial Animals* (the *Manual*) relating to terrestrial animals.
8. To develop concepts and tools for capacity building of the veterinary scientific community in particular in developing countries.
9. To examine applications from Member Countries relating to the creation of new OIE Reference Centres with activities corresponding to the Commission's scientific mandate and report its findings to the Director General.
10. To advise the Director General on the status of the lists of the OIE experts and Reference Centres.
11. To facilitate, and work with, Reference Centres to achieve OIE's mandate.

12. To provide, on request of the Director General, technical advice on proposals for the twinning of Reference Centres under Cooperative Capacity Building ("Twinning") Agreements.
13. To identify issues that require in-depth review and propose, to the Director General, the composition and terms of reference of experts or *Ad hoc* Groups of experts convened specifically to study such issues, and if necessary, to participate in the work of these Groups.
14. To represent the OIE at scientific and specialised conferences upon the request of the Director General.

QUALIFICATIONS OF THE MEMBERS

ARTICLE 1

The members of the Commission shall be internationally recognised specialists in the field of infectious terrestrial animal diseases diagnosis and/or prevention, particularly in laboratory methods and operations.

ARTICLE 2

The members of the Commission shall have international experience, at the regional or global level, in the area of laboratory diagnosis and/or immunological prevention of infectious animal diseases.

ARTICLE 3

The members of the Commission shall have specialised training in laboratory diagnosis of terrestrial animal disease.

OIE TERRESTRIAL ANIMAL HEALTH STANDARDS COMMISSION

(in brief "*Code Commission*")

TERMS OF REFERENCE

Taking into account the periodic Strategic Plans adopted by the Assembly, pertinent Resolutions of the Assembly and the annual work plans approved by the Assembly, the terms of reference of the OIE Terrestrial Animal Health Standards Commission shall be:

1. To promote the adoption by the Assembly of animal health (including zoonoses), animal welfare and animal production food safety standards, guidelines and recommendations concerning trade or international movement in mammals, birds and bees, and their products. Such standards, and recommendations are designed to minimise the risks of transmitting diseases (including zoonoses) while avoiding unjustified sanitary barriers.
2. To edit an annual compendium of such standards, guidelines and recommendations (the OIE Terrestrial Animal Health *Code* - the *Terrestrial Code*) in formats and languages as required by the Assembly.
3. To advise the Director General on the composition and the activities of the Working Groups on animal welfare and animal production food safety, and to coordinate their work.
4. To develop in collaboration with other OIE Specialist Commissions and with relevant experts:
 - a. generic chapters in the *Terrestrial Code* which address general topics such as evaluation of veterinary services, certification, regionalisation, risk analysis methodology, antimicrobial resistance and which are in harmony with similar recommendations in the *Aquatic Animal Health Code*.

- b. disease-specific chapters and appendices in the *Terrestrial Code* which are maintained current with the latest scientific information, and which provide clear guidance to users on terrestrial animal diseases control on the OIE-listed diseases.
5. To identify issues that require in-depth review and propose, to the Director General, the composition and terms of reference of experts or *Ad hoc* Groups of experts convened specifically to study such issues, and if necessary, to participate in the work of these Groups.
6. To advise the Director General on issues relevant to its work arising or being discussed in other international organisations (such as the *Codex Alimentarius* Commission, the International Plant Protection Convention and the WTO) or other fora.
7. To represent the OIE at scientific and specialised conferences upon the request of the Director General.
8. To examine applications from Member Countries relating to the creation of new OIE Reference Centres with activities corresponding to the Commission's scientific terms of reference and report its findings to the Director General.
9. To provide, on request of the Director General, technical advice on proposals for the twinning of Reference Centres under Cooperative Capacity Building ("Twinning") Agreements.
10. To advise the Director General on the status of the lists of the OIE experts and Reference Centres.
11. To work closely with the "Scientific Commission" and the "Laboratories Commission" to harmonize the standards, guidelines and other draft texts submitted to the Assembly for adoption.

QUALIFICATIONS OF THE MEMBERS

The members of the Commission shall be veterinarians with a broad knowledge of the major diseases of animals, experience and expertise in the control of animal diseases and in the animal health aspects of international trade in animals and animal products, and an understanding and practical experience of the relevant international trading rules.

OIE AQUATIC ANIMAL HEALTH STANDARDS COMMISSION

(In brief "Aquatic Animals Commission")

TERMS OF REFERENCE

Taking into account the periodic Strategic Plans adopted by the Assembly, pertinent Resolutions of the Assembly and the annual work plans approved by the Assembly, the terms of reference of the OIE Aquatic Animal Health Standards Commission shall be:

1. To promote the adoption by the Assembly of standards, recommendations and guidelines for animal health (including zoonoses), the prevention and control methods of listed diseases, animal welfare and animal production food safety concerning the trade and international movement of aquatic animals and their products. Such standards, guidelines and recommendations are designed to minimise the risks of transmitting diseases (including zoonoses) while avoiding unjustified sanitary barriers.
2. To promote the dissemination among Veterinary and other Competent Authorities of information on aquatic animal diseases. For this purpose, standards and guidelines are also provided in the *Aquatic Animal Health Code* and *Manual of Diagnostic Tests for Aquatic*

Animals (the Aquatic Manual).

3. To keep the Assembly and the Director General informed of scientific progress on methods for surveillance, diagnosis and disease prevention likely to improve the prevention and the control of aquatic animal diseases, and to formulate proposals for updating the *Aquatic Code* and the *Aquatic Manual*.
4. To develop in collaboration with other OIE Specialist Commissions and with relevant experts:
 - a. generic chapters in the *Aquatic Code* which address general topics such as quality and evaluation of aquatic animal health services including veterinary services, certification, regionalisation, risk analysis methodology, antimicrobial resistance and which are in harmony with similar recommendations in the *Terrestrial Code*
 - b. disease-specific chapters and appendices in the *Aquatic Code* and the *Aquatic Manual* which are maintained current with the latest scientific information, and which provide clear guidance to users on aquatic animal diseases control in the OIE-listed diseases and on laboratory diagnostic methods.
5. To identify issues that require in-depth review and propose, to the Director General, the composition and terms of reference of experts or *Ad hoc* Groups of experts convened specifically to study such issues, and if necessary, to participate in the work of these Groups.
6. To advise the Director General on issues relevant to its work arising or being discussed in other international organisations or fora.
7. To reply to all relevant queries made by the Director General, the Assembly or other OIE Commissions.
8. To examine applications from Member Countries relating to the creation of new OIE Reference Centres with activities corresponding to the Commission's scientific terms of reference and report its findings to the Director General.
9. To advise the Director General on the status of the lists of the OIE experts and Reference Centres.
10. To provide, on request of the Director General, technical advice on proposals for the twinning of Reference Centres under Cooperative Capacity Building ("Twinning") Agreements.
11. To facilitate, and work with, Reference Centres in the field of aquatic animal health, so as to achieve OIE's mandate.
12. To represent the OIE at scientific and specialised conferences upon the request of the Director General.

QUALIFICATIONS OF THE MEMBERS

ARTICLE 1

The members of the Commission shall be internationally recognised specialists in surveillance, diagnosis and prevention of infectious diseases and pathogens of aquatic animals.

ARTICLE 2

The members of the Commission shall have extensive international experience, at the regional or global level, of surveillance, diagnosis, control and disease prevention methods of pathogens and diseases of aquatic animals.