

Terms of Reference [DRAFT]

IWRA Task Force on Water Security

1. Background

The United Nations Educational, Scientific and Cultural Organization (UNESCO) developed a Medium-Term Strategy for 2014-2021 in which it sets out the strategic vision and programmatic framework for UNESCO's action in education, sciences, culture, communication and information at the global, regional and country levels over an eight year period. Within that framework, UNESCO's International Hydrological Programme (IHP), an intergovernmental programme devoted to water research and management, identified 'Water Security' to be an area of focus during the eight year period (2014-2021). According to the World Bank, securing water is essential to achieve the Sustainable Development Goals, and goes well beyond water access and sanitation. Gaps in research activities on a variety of topics regarding water security have been identified internationally. As such, there is an urgent need to conduct research on emerging and future global water security issues in the context of the Sustainable Development Goals and to document these studies.

The 'Global Water Security Issues (GWSI) Paper Series' will be co-published by UNESCO Headquarters and UNESCO International Centre for Water Security and Sustainable Management (*i-WSSM*) on an annual basis. IWRA is collaborating with UNESCO *i-WSSM* on the publication of the next issue of the GWSI Paper Series.

The main objective of the 'GWSI Paper Series' is to document emerging water security-related issues and analyses, by co-publishing with distinguished researchers from relevant organizations and providing starting points for discussion on a range of issues that collectively fall under the umbrella of water security, identifying the present issues, broadening discourses, bringing regional cases to the centre, and sharing diverse perspectives, in connection to the Sustainable Development Goals. The specific objectives of the papers include:

- To share research and studies on similar topics in order to strengthen cooperation among researchers engaged in the water sector internationally
- To encourage and enhance research on water security-related issues
- To identify solutions for improving global water security-related issues, and
- To contribute towards achieving water security in the long-term.

The Task Force will work closely with the IWRA Executive Office and Board. Task Force members will also have the opportunity to interact and create meaningful networks and relationships among IWRA members within their professional discipline, as well as to contribute to projects and initiatives that otherwise would be inaccessible for individual professionals in the field.

The IWRA website will feature a short personal profile of each selected, active panellist.



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2. IWRA Working Groups

The Task Force for Water Security will be a working group of the IWRA. Please refer to Appendix A, attached, for the terms and conditions for participation in IWRA working groups.

Task Force members who carry out editing or reviewing tasks will be acknowledged in the final publication.

3. Tasks

Water Security Task Force members will be responsible to:

- Participate in regular teleconference meetings of the Task Force to discuss the draft papers received and to provide suggestions and feedback on the sub-theme(s), quality of research, and other issues related to development and delivery of the GWSI research papers.
- Review two to four of the draft research papers in detail as a peer reviewer and provide written comments on the drafts to the IWRA Project Officer. The IWRA Project Officer will provide the comments to the paper author(s).
- Respond in a timely manner with review comments. The review and comment period for draft research papers will be subject to specific timelines. Task Force members will be responsible to meet the timelines or to notify the IWRA Project Officer in the event of unavoidable delays.
- Task Force members will be responsible to notify the IWRA Project Officer if their areas of expertise do not encompass the subject matter of the papers they are asked to review.
- Task Force members may be requested, from time to time, to respond to occasional questions or to provide short written responses for IWRA media communications.
- Members of the Task Force may be invited to support outreach to promote the GWSI papers through social media platforms, or to participate in dialogue on water security topics at conferences.

4. Milestones

The timing of specific tasks will evolve as the work progresses but there are some specific milestone dates for this project as indicated in Table 1 following.

Table 1 Key Milestones for the Water Security Task Force

Date	Step	Comment
Oct 25 2019	First draft of papers due from authors	Editors will have the primary role at this stage but peer reviewers will be engaged also to



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		return comments by November 22, 2019
Dec 20 2019	Final draft papers due, with responses to edits incorporated; distribution to Peer Reviewers	The draft papers will be distributed to peer reviewers shortly before the holiday season. There are 3 full weeks in the new year for the review.
Jan 24 2020	Peer review comments due	
Feb 21 2020	Final changes made by author based on peer-review	There may be some clarification of comments requested by authors during the 4 week interval for revisions.
March to May	i-WSSM, UNESCO Review, approval and publication of final papers	
11 May	World Water Congress	Papers will be profiled during the congress

5. Deliverables

The deliverable for this initiative is a set of peer-reviewed research papers on water security issues that can be showcased at the World Water Congress and at other venues.

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IWRA TASK FORCES

TERMS OF REFERENCE

I. OBJECTIVES

An IWRA Task Force (TF) is a small collection of water professionals within the IWRA membership, considered experts in a certain field of study, which work together in the aim of supporting projects within a specific discipline.

i. Objective

IWRA Task Forces were developed to facilitate networking between IWRA members who share common interests, and as an important tool to use the expertise of these members to contribute to meaningful products related to specific topics in water management. TFs establish a collection of members, from various backgrounds yet with similar areas of expertise, to collaborate as a task force in producing useful outcomes related to the expertise of TF members.

ii. Justification

The International Water Resources Association (IWRA) strives to improve the management of global water resources, through facilitating and contributing to knowledge exchange in the field of study. As a membership-based organization, IWRA promotes connections between water professionals from various geographies and disciplines, through events and networking opportunities. TFs allow networking between members with common interests through providing a platform for membership interaction and information exchange on a particular topic.

Furthermore, IWRA works towards the goal of improved global water management through advancing research and enhancing the quality of knowledge in the subject. Task Forces support advanced research and knowledge production through using the expertise of IWRA members to contribute to useful tasks and projects. As the IWRA Executive Office is a small secretariat with several activities, the creation of TFs supplies assistance on thematic project activities, and allows more projects to be completed with a greater level of knowledge and collaboration.

II. ELEMENTS OF A TASK FORCE

i. Stakeholders

The actors involved in TFs include the task force comprised of current IWRA members, the IWRA Executive Office, and possibly external stakeholders who may be coordinating the project.



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The TFs consist of 5 – 15 IWRA members with a maximum of 2 student members, selected through a formal application process. Selected members will be referred to as TF topic panelists, and have a short personal profile presented on the IWRA webpage. In the case of panelist inactivity over the length of one full year, the expert panelist will be removed from the TF.

A Coordinator of the TF will be chosen to manage the overall delegation of tasks within the group and take the lead on projects and activities. The Coordinator will represent the TF during correspondence with the IWRA and/or external stakeholders.

ii. Stakeholder Responsibilities

Roles

As the task force with expertise on the topic, the selected panel of the TF will have the role of completing projects, as guided by IWRA and possibly an external stakeholder. These projects will be accomplished through active discussion among panelists and through delegation of tasks within the project. If there is no specific project that is active in the topic area, the TF may hold discussions and undertake research into the appropriate selection of a task for the TF.

The IWRA Executive Office will act to supply or approve meaningful projects for the TF and structure the direction of work carried out by the task force. The Executive Office will provide overhead support and guidance during all stages of the TF's development and activities.

Communication

For the effective functioning of TFs, regular communication between stakeholders is necessary. The coordinating actor of the TF will report to the IWRA Executive Board on progress made by the group on a quarterly basis, and in greater frequency as deadlines and clarification on tasks is required.

The IWRA Executive Office will provide prompt feedback and support to all inquiries from the TF.

iii. Scope and Commitment

The TF will have a specific timeline of goals, activities and deadlines, clearly defined in the scope of each TF specific terms of reference. This schedule will allow for an acceptable amount of time to complete tasks and communicate issues.

Each member of the TF will commit to 5 hours of work each month. This estimate includes time for correspondence with other panelists or stakeholders as well as time for tasks related to the project work. To remain in good standing, as a minimum, TF members must attend at least two on-line meetings in a year.



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iv. Resources Available

The IWRA Executive Office will provide technical support, coordination and project content, especially during the commencement of the TF. When the TF is established, expert panelists in the group will be welcomed and introduced via email, provided the contacts of all TF members and invited to an initial web meeting for proper introductions and planning, coordinated by IWRA. IWRA will aid in the facilitation of regular meetings among TF panelists, using GoToMeeting or similar means of connection.

To facilitate quick and regular communication among the TF, IWRA may also provide an online discussion platform. This platform will be available only to the specific TF members and IWRA representatives, set-up and managed through the IWRA LinkedIn page.

Appropriate project content in the form of background information, direction and relevant documents will be supplied by the IWRA Executive Office.

III. DELIVERABLES

i. Measures of Success

The measures of success will be clearly defined at the start of the project, depending on the TF and the proposed projects. Potential measures of success will be in the form of an event such as a webinar, a finalized document or general advocacy document.

ii. Constraints

All documents and work produced within the TF will remain the property of the IWRA.