THE IUCN GREEN LIST OF PROTECTED AND CONSERVED AREAS

USER MANUAL

VERSION 1.0
September 2016

User Manual

for the

IUCN Green List
of Protected and Conserved Areas

Version 1.0
Effective from 01 September 2016

How to apply the IUCN GLPCA Standard to track, improve and verify the
performance of Protected and Conserved Areas

Contents

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The official language of this document is English. The definitive version is maintained on www.iucn.org. Any discrepancy between copies, versions or translations shall be resolved by reference to the definitive English version.

Feedback welcome:

Comments or suggestions on any aspect of this document are welcome, please email glpca@iucn.org.

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Introduction

IUCN (International Union for Conservation of Nature)

IUCN is one of the world's oldest and largest global environmental organisations. Founded in 1948, the Union consists of more than 1,200 member organisations including over 200 government and 900 non-government organisations. IUCN engages almost 11,000 voluntary scientists and experts, grouped in six Commissions in some 160 countries. IUCN has 45 offices around the globe and more than 1,000 staff. Its headquarters are located in Gland, near Geneva, in Switzerland.

IUCN provides a neutral forum for governments, NGOs, scientists, business and local communities to find practical solutions to conservation and development challenges. IUCN is governed by a Council elected by member organisations every four years at the IUCN World Conservation Congress. It is funded by governments, bilateral and multilateral agencies, foundations, member organisations and corporations, and has Official Observer Status at the United Nations General Assembly (http://www.iucn.org/about/).

The IUCN Global Programme on Protected Areas (IUCN GPAP)

The IUCN GPAP team supports the Union's work on protecting and conserving nature and biodiversity through area-based approaches. IUCN GPAP mobilises and administers the work of the Union and the World Commission on Protected Areas in defining approaches, guidance, positions and best practice to support the effectiveness of the world's growing networks of Protected Areas.

IUCN World Commission on Protected Areas (WCPA)

The IUCN WCPA is one of the six Commissions of IUCN. It is a leading global network of Protected Area expertise, administered by IUCN's GPAP and has over 2,5000 members, spanning 140 countries. The WCPA works by helping governments and others plan Protected Areas and integrate them into all sectors, by providing strategic advice to policy makers, by strengthening capacity and investment in Protected Areas, and by convening the diverse constituency of Protected Area stakeholders to address challenging issues. For more than 50 years, IUCN GPAP and WCPA have been at the forefront of global action on Protected Areas.

IUCN Green List for Protected and Conserved Areas (GLPCA)

The IUCN Green List for Protected and Conserved Areas (GLPCA) is a **global Programme to improve the performance of Protected and Conserved Areas and help conserve nature and deliver benefits for people**, embodying the IUCN mission of 'a just world that values and conserves nature'.

The IUCN GLPCA Programme is designed to assist national governments and their community partners in conservation to meet global targets for biodiversity conservation, especially the quality elements of the CBD Strategic Plan for Biodiversity 2011-2020 and its Aichi Biodiversity Targets, in particular Target 11:

*"By 2020, at least 17 per cent of terrestrial and inland water, and 10 per cent of coastal and marine areas, especially areas of particular importance for biodiversity and ecosystem services, are **conserved through effectively and equitably managed**, ecologically representative and well-connected systems of Protected Areas and other effective area-based conservation measures, and integrated into the wider landscapes and seascapes."*

At the heart of the IUCN GLPCA Programme is the IUCN GLPCA Standard ('GLPCA Standard') and a set of Generic Indicators, defining performance levels that Protected and Conserved Areas have to meet in order to achieve 'Green List' status. The GLPCA Standard is developed by IUCN with the expertise of the WCPA and a coalition of professionals from all relevant thematic areas related to Protected and Conserved Areas.

Components of the IUCN GLPCA

The IUCN GLPCA consists of:

1. A **Theory of Change** that guides how the GLPCA Standard and Programme can help achieve lasting conservation outcomes in PAs around the world

2. A **global Standard**, including a set of Generic Indicators, for identifying Protected and Conserved Areas that deliver successful nature conservation outcomes and associated cultural, ecosystem services and social benefits (the 'GLPCA Standard')

3. A process for **adapting the Generic Indicators** of the GLPCA Standard to ensure applicability in differing contexts and regions, whilst fully respecting the benchmark the GLPCA Standard sets

4. Rules and procedures explained in a **User Manual** to verify that nominated Protected and Conserved Areas fully meet the GLPCA Standard and guidance on their implementation [this document]

5. **Outreach, orientation, training and communication** efforts to promote the GLPCA Programme and to guide and support PA managers or PA agencies that are committed to achieving the GLPCA Standard

6. A **record of Green Listed areas** and associated information and data, accessible through the Protected Planet portal of the World Database of Protected Areas (WDPA), maintained by IUCN and UNEP - World Conservation Monitoring Centre (WCMC) and held by WCMC.

The IUCN GLPCA Standard sets a required performance level for good governance, sound design and planning, and effective management that lead to successful conservation outcomes of Protected and Conserved Areas. The GLPCA Standard is designed to be applicable to:

Protected Areas

The term 'Protected Area' is defined by IUCN as "...a clearly defined geographical space, recognised, dedicated and managed through legal or other effective means, to achieve the long term conservation of nature with associated ecosystem services and cultural values" (Dudley et al, 2008). IUCN provides a Protected Area Category

system to help guide management appropriate to the purpose and conservation values of Protected Areas. IUCN also recognises diverse types of governance, such as private or community-managed areas.

Conserved Areas

Additionally, the IUCN GLPCA Programme will be open to 'other effective area-based conservation measures ('Conserved Areas')[1]. These areas are managed intentionally to conserve nature and can potentially demonstrate achievement of their stated conservation goals, but do not align (or accept) the IUCN definition of Protected Areas. To ensure inclusivity and encourage focus on conservation achievements, jurisdictions can accept Green List applications from areas that do not fully align with the IUCN definition of Protected Areas ('Conserved Areas'). In all cases, however, compliance with all the criteria of the IUCN GLPCA Standard will be required for recognition as a 'Green List' site.

Throughout this User Manual, Protected and Conserved Areas are called 'PAs' or 'PA' for the singular.

Guiding principles for the IUCN GLPCA

IUCN is a subscriber member of the ISEAL Alliance (www.isealalliance.org), the global association of sustainability standards. ISEAL's mission is to strengthen sustainability standards systems for the benefit of people and the environment.

The ISEAL Credibility Principles and Codes of Good Practice have guided the development of the GLPCA Programme[2].

The ten ISEAL Credibility Principles represent the core values upon which effective sustainability standards are built. The three ISEAL Codes of Good Practice describe how credible standards are developed. They are reflected in the GLPCA Programme as follows:

Credibility Principle	Reflected in
Sustainability	GLPCA Standard
Improvement	GLPCA Standard and associated rules and procedures, outreach, orientation, training and communication efforts
Relevance	GLPCA Standard
Rigour	GLPCA rules and procedures
Engagement	GLPCA rules and procedures
Impartiality	GLPCA rules and procedures
Transparency	GLPCA rules and procedures

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[1] based on the text of the CBD Strategic Plan 2011 to 2020, specifically the content of Aichi Target 11 (https://www.cbd.int/doc/strategic-plan/targets/T11-quick-guide-en.pdf),

[2] http://www.isealalliance.org/our-work/defining-credibility/credibility-principles

Accessibility	Adaptations of the GLPCA Standard's Generic Indicators
Truthfulness	GLPCA Standard
Efficiency	Adaptations of the GLPCA Standard's Generic Indicators

Codes of Good Practice	Reflected in
Standard-setting Code	GLPCA Standard development
Assurance Code	GLPCA rules and procedures
Impacts Code	GLPCA Standard and GLPCA rules and procedures

Objectives of the IUCN GLPCA Programme

The overarching objective of the GLPCA Programme is to **increase the number of Protected and Conserved Areas (PAs) that are effectively and equitably managed and deliver conservation outcomes.** This high-level objective will be reached through a set of underlying objectives:

1. To ensure that the GLPCA Standard provides a suitable measure for strengthening conservation outcomes and improving equitable and effective management of PAs

2. To position the GLPCA Programme as an accessible channel for conservation capacity-development for PAs

3. To promote collaboration and investment in implementing effective and equitable conservation management in PAs committed to the GLPCA Standard.
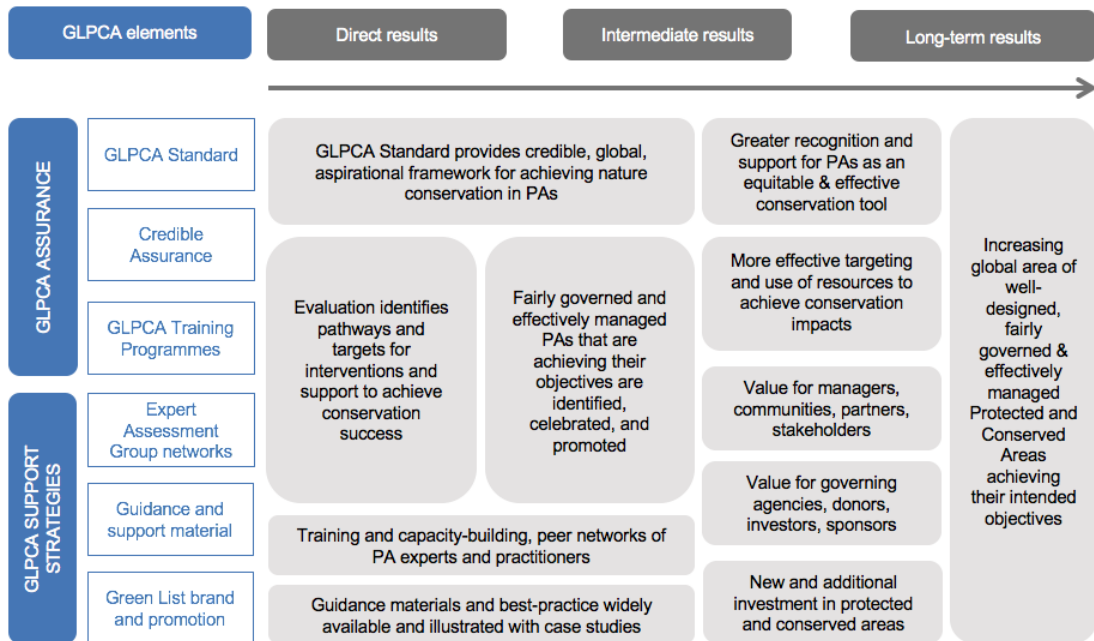

Figure 1: Overview of the main elements of the IUCN GLPCA Theory of Change

Governance of the IUCN GLPCA Programme

The governance of the GLPCA Programme is designed to ensure robust and impartial decisions that are based on expert judgement and verification.

IUCN Council
- Approves:
  1. GLPCA Standard
  2. Generic Indicators
  3. GLPCA Governance structure
  4. Naming and Branding of GLPCA
- Mandates GLPCA implementation, in consultation with WCPA
- Governs overall IUCN Programme, including GLPCA

GLPCA PANEL
- Approves adaptations of Generic Indicators of GLPCA Standard
- Approves additions to Green List
- Engages strategic partners in GLPCA Programme

IUCN DIRECTOR GENERAL
- Ensures implementation of GLPCA, delegating day-to-day management to GPAP Director

In consultation with WCPA Chair:
- Appoints members of GLPCA Management Committee
- Appoints members of GLPCA Panel
- Assigns Oversight Body

MANAGEMENT COMMITTEE
- Sets and reviews strategic direction of the GLPCA Programme
- Recommends GLPCA Standard and Generic Indicators to Council for approval
- Approves User Manual
- Approves new jurisdictions
- Engages strategic partners
- Establishes and oversees working groups

IUCN GPAP (Operational Team)
- Coordinates and supports implementation of the GLPCA Programme within IUCN, following direction of the Management Committee
- Supports the work of the GLPCA Panel and the GLPCA Management Committee
- Builds partnerships to support the GLPCA Programme
- Promotes the GLPCA Programme

OVERSIGHT BODY
- Advises on the Assurance Procedure
- Contracts and deploys Reviewers
- Advises Management Committee

STANDARDS GROUP
- Develops and reviews GLPCA Standard and Generic Indicators
- Reviews adapted indicators
- Provides technical advice to the Management Committee and the Operational Team

REVIEWERS
- Quality Assurance for the GLPCA
- E.g. verify that Standard and (adapted) Indicator development, EAGL set-up as well as PA evaluation are conducted according to defined Rules & Procedures

IUCN REGIONS, NATIONAL COMMITTEES, COUNTRY OFFICES
- Support implementation
- Facilitation of Green List process
- Promoting GLPCA Programme

EAGLs (by jurisdiction)
- Adapt generic Indicators where needed
- Evaluate Green List applicants
- Recommend areas for addition to Green List
- Investigate Green List PAs that might have fallen out of compliance with the GLPCA Standard

PARTNERSHIP GROUP
- Forum for key strategic partners to give advice on the strategic direction and support implementation of the GLPCA Programme
- Convened by the Operational Team

PA MANAGER / MENTORS
- Prepare sites for GLPCA registration, candidacy, approval or reaccreditation (or removal) from GLPCA, following rigorous process.
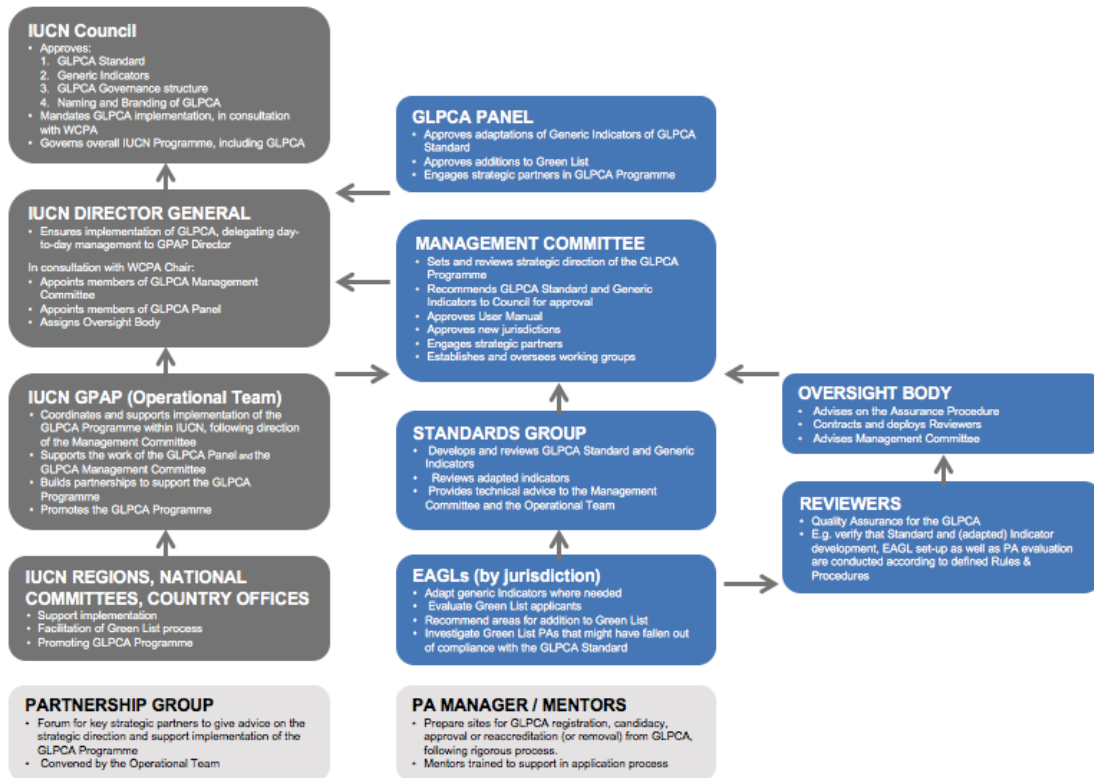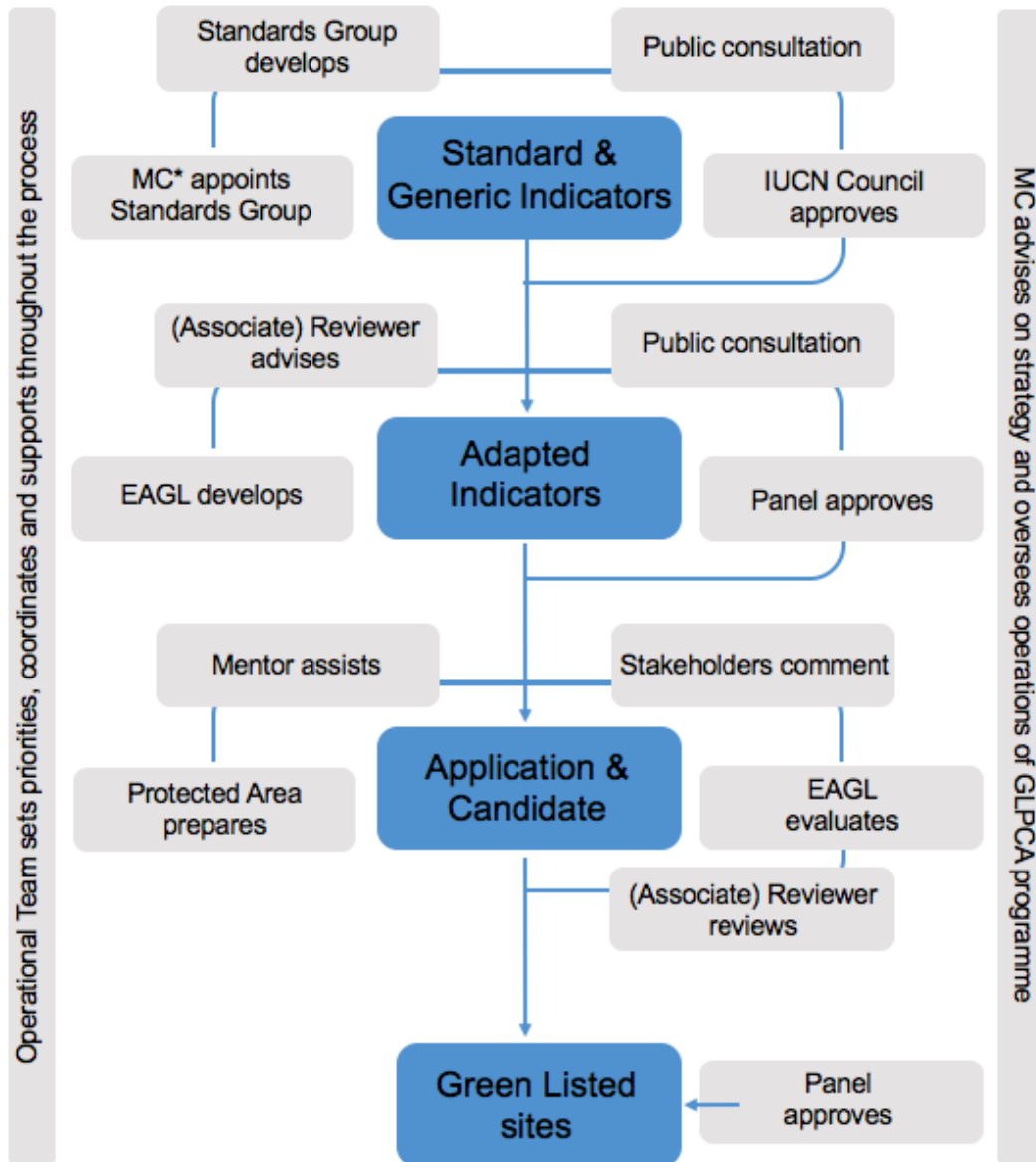- Mentors trained to support in application process

Figure 2: Overview of GLPCA governance

Figure 2 outlines the governance structure of the GLPCA Programme. It shows the main tasks of the various participants. Arrows indicate reporting lines. The detailed roles and responsibilities of the participants are described in Chapter 4 of this User Manual.

* MC = Management Committee

Figure 3: The workflow of the GLPCA Programme (simplified)

Figure 3 illustrates the main roles in the IUCN GLPCA Programme (see chapter 4 for details).

The IUCN GLPCA User Manual

Content and addressees of the User Manual

The IUCN GLPCA User Manual ('User Manual') **describes:**

- **How the GLPCA Standard is developed**

- **How the different roles in the GLPCA Programme are defined**

- **How PAs voluntarily commit to the GLPCA Standard**

- **How PAs are evaluated against the GLPCA Standard, and**

- **How observance of the rules and procedures of the GLPCA Manual is verified**.

In addition, the User Manual contains guidance on various aspects that help users implement the rules and procedures of the GLPCA process.

The User Manual is intended for all participants in the IUCN GLPCA Programme. However, different chapters apply to different participants, for different purposes:

Chapter 1 is primarily aimed at IUCN staff and scientific experts appointed by IUCN to develop and maintain the GLPCA Standard and the associated set of Generic Indicators for evaluating compliance with the Standard. The chapter covers the procedures for developing and maintaining the GLPCA Standard and the Generic Indicators. Chapter 1 describes the process by which the GLPCA Standard and the Generic Indicators are reviewed and revised, which is envisaged to happen every five years (following the next review in 2019).

Chapter 2 is primarily aimed at members of the 'Expert Assessment Groups – Green List' (EAGLs). Among other tasks, it is the EAGLs who may propose adaptations to the Generic Indicators of the IUCN GLPCA Standard to ensure they are applicable to the respective regional or thematic context. This chapter is relevant for the initiation of the GLPCA Programme in a certain jurisdiction, since the Indicators (and any agreed Adaptations) are the basis for PA evaluations. Adapted Indicators are to be reviewed from time to time, so chapter 2 will be relevant at periodic intervals.

Chapter 3 is aimed at all participants in the GLPCA Programme and outlines the process for Green Listing: PAs wishing to join the GLPCA Programme, their Mentors who support PAs in their Green List efforts, EAGL members who evaluate PAs against the Indicators (including any agreed Adapted Indicators), Reviewers or Associate Reviewers who ensure that the Green List processes have been followed, the IUCN GLPCA Panel members who verify achievement of the GLPCA Standard ('Green Listing'), and the Management Committee and Operational Team who direct and support the GLPCA Programme.

Chapter 4 is aimed at all participants in the GLPCA Programme. It describes their roles and responsibilities, the qualifications the different participants in the GLPCA Programme need to have and how they operate.

Chapters 5-8 are aimed at all participants in the GLPCA Programme. They define under what circumstances variations to the rules and procedures of this document might be granted, how information needs to be maintained and published and where, and how any complaints about the GLPCA Programme are dealt with.

Where the rules and procedures do not prescribe how to achieve a certain task, the respective participants are free to choose the most appropriate way. Where there is

uncertainty, the IUCN GLPCA Operational Team is available at glpca@iucn.org for guidance and advice.

Aims of the GLPCA User Manual

The User Manual and its rules, procedures and guidance have been written to ensure:

- Independence, transparency and objectivity of GLPCA governance, PA evaluation and decision-making

- Focus on outcomes

- Scalability

- Broad stakeholder engagement

- Simplicity and cost-effectiveness

- Accordance with existing IUCN and WCPA regional capacity and frameworks

- Consistency with existing IUCN guidance on PAs

- Accordance with existing IUCN positions and procedures related to rights, equity and justice in conservation efforts.

The User Manual has been designed to reflect the reality of PAs globally. Its rules and procedures are meant to provide sufficient robustness for all stakeholders to trust the GLPCA Programme, while being easy and cost-effective to apply in practice.

The rules and procedures in the User Manual currently meet many, but not all, of the requirements of the ISEAL Codes of Good Practice. However, IUCN is committed to adapting the rules and procedures when appropriate to eventually fully comply with all the ISEAL Codes.

Collaboration with 'Conservation Assured | Tiger Standards' (CA|TS)

CA|TS is a new conservation tool setting minimum standards for the effective management of tigers (*Panthera tigris*) and encouraging assessment of relevant conservation / protected areas against these standards. At present, few protected areas are truly effective refuges for tigers and this has contributed to a catastrophic decline in their numbers over the last decade, despite major investments.

CA|TS aims to be a key element in realising the ambitious goal of doubling the global tiger population by 2022 – a commitment made by all 13 Tiger Range Countries (TRCs). Developed by WWF and partners, the Global Tiger Forum (GTF) has endorsed CA|TS and has requested member countries to establish National Review Committees for the purpose of initiating CA|TS. Nepal and Russia are the first TRCs to implement the process. Bhutan, Bangladesh, Thailand, Indonesia, Malaysia and India are following Nepal's lead.

The CA|TS team has been working closely with IUCN's GLPCA Programme to establish equivalence between the two initiatives. The aim is to avoid having to duplicate the assessment of protected area management and to contribute to building one global protected area standard. An ongoing pilot collaboration between CA|TS and the IUCN GLPCA Programme will explore how to best align efforts. See www.conservationassured.org for more info on CA|TS.

Using the GLPCA online portal COMPASS

IUCN's online portal COMPASS (Community of Protected Areas Sustainability Standards) hosts all information relating to the GLPCA Programme.

The functions of COMPASS allow for drafting, updating, storing, sharing, submitting and approving any documents related to the GLPCA Standard, Adapted Indicators, and all documentation on PAs as per chapter 7 of this document. All participants in the GLPCA Programme shall have access (in full or restricted, depending on their role) to COMPASS and shall use it for all GLPCA processes. The involved participants are PA management bodies and their parent agencies / governance institutions (as appropriate), Mentors, EAGLs, Reviewers and Associate Reviewers, the Panel, the Management Committee and the Operational Team. Guidance on how to use COMPASS is provided below, on the IUCN website, and in COMPASS, available at https://iucn.my.salesforce.com/.
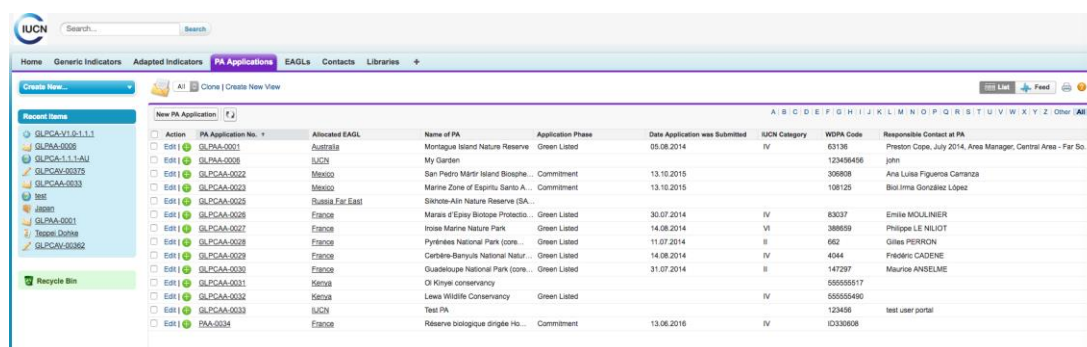

Figure 4: Screen Shot of COMPASS

Terms expressing degrees of compulsion

The following terms indicate which rules and procedures in the User Manual are mandatory and which are recommended.

Term	Explanation
Shall / must / have to	Indicate requirements that are mandatory and have to be followed in order to comply with the rules and procedures.
Should	Indicates a recommended course of action to meet a requirement, without mentioning or excluding others. The requirement can be met in different ways, provided compliance can be demonstrated and justified.
May / might / can / could	Indicate a possible course of action.

Adapted from ISO/IEC Directives Part 2: Rules for the structure and drafting of International Standards and FSC-STD-20-006 (V3-0) EN Stakeholder consultation for forest evaluations, August, 2009

Glossary

The Glossary helps ensure a common understanding of the User Manual's rules and procedures and the GLPCA Programme.

Term	Explanation
Action Plan	Document that outlines specific activities, tasks and schedules to be undertaken by PA managers / PA agencies to meet Green List criteria.
Adapted Indicators	Some of the Generic Indicators for PAs may need to be adapted at the jurisdictional level to reflect the diverse thematic, legal, cultural, social and bio-geographical conditions of PAs in different parts of the world and thus facilitate the GLPCA Standard's implementation.
Associate Reviewer	A GLPCA Associate Reviewer may be appointed to support a GLPCA Reviewer in verifying adequate implementation of the rules and procedures of the GLPCA User Manual. An Associate Reviewer may be needed where language variance, time or travel restrictions, or complexity within a jurisdiction require an additional level of assurance.
COMPASS	'Community of Protected Areas Sustainability Standards', which is IUCN's online portal to administer and access data, enable information sharing and communication for the GLPCA Programme. COMPASS holds the GLPCA Standard, its Generic and Adapted Indicators, PA evaluations, Green Listed PAs, rules and procedures, and members of the GLPCA governance bodies. It is accessible for all participants in the Green List process. COMPASS uses the software 'Salesforce' provided to IUCN through the 'Power of Us' Programme of the Salesforce Foundation (www.salesforce.org).
Component	The 4 high level requirements of the GLPCA Standard: 1. Good Governance 2. Sound Design and Planning 3. Effective Management 4. Successful Conservation Outcomes Each Component consists of a set of Criteria and their associated Indicators and suggested Means of Verification.
Conflict of Interest (CoI)	A conflict of interest is a set of circumstances that creates a risk that professional judgement or actions regarding a primary interest (i.e. any decision-making aspect of the GLPCA Programme) will be unduly influenced by a secondary interest (i.e. support for a particular PA).
Conformity	Fulfilment of a requirement. *(Source: ISO 9000:2005)*

Consensus	General agreement, characterised by the absence of sustained opposition by any party and by a process that seeks to take into account the views of all parties concerned and to reconcile any conflicting arguments. Consensus need not imply unison.
	(Source: adapted from ISO/IEC Guide 2:2004)
Consent	Permission for something to happen, or agreement to do something.
	Free, prior, and informed consent (FPIC) of affected indigenous and local communities is a requirement of ILO Convention 169 and the Convention on Biological Diversity 8(j). FPIC also forms a core part of IUCN's Environmental and Social Management System (ESMS).
	There is no internationally agreed definition of FPIC. However, the hallmarks of FPIC are commonly recognised as the following:
	• Rights-holders have an inalienable right to participate in decision-making and to give or withhold consent without coercion, intimidation or manipulation
	• Agreement with rights-holders on activities that affect their legal and/or customary rights should be sought prior to commencing those activities
	• The foundation of the rights-holders' consent is an understanding of the full range of issues implicated by the activity or decision.
	(Source: Based on Colchester, M. and Mackay, F. 2004. In Search of Middle Ground: Indigenous Peoples, Collective Representation and the Right to Free, Prior and Informed Consent. Forest Peoples Programme. pp. 8-14.)
Conserved Area	The GLPCA Programme intends to be inclusive of any area that can potentially demonstrate that it meets the requirements of the GLPCA Standard. An agreed definition of 'Conserved Area' is being developed by the CBD Secretariat, with support from WCPA and IUCN GPAP, and is expected to be available in late 2016. The GLPCA Programme will follow this agreed definition.
Criterion (plural, Criteria)	One of the globally consistent requirements which every PA must meet in order to achieve Green List status. To comply with a Criterion, a PA must be judged to meet all of that Criterion's associated Indicators. To be added to the Green List, the Area must meet all of the GLPCA Indicators.
Expert Assessment Group – Green List (EAGL)	GLPCA EAGLs are the expert bodies set up within a jurisdiction (e.g. a country or region within a country). The primary tasks of the EAGLs are to ensure that the GLPCA Indicators and Means of Verification are adapted where necessary to properly reflect the intent of the GLPCA Standard in their jurisdiction and to evaluate PAs against the Indicators.
Generic Indicators	The set of Indicators approved by the IUCN Council as the basis for assessing PA compliance with the GLPCA Standard in any

	jurisdictional or thematic context.
Governance (of Protected Areas)	The interactions among structures, processes and traditions that determine how power and responsibilities are exercised, how decisions are taken and how citizens or other stakeholders have their say.
Indicator	A quantitative or qualitative variable which can be measured or described, and which provides a means of judging whether a PA complies with the requirements of a Criterion. Indicators define successful PA performance at the jurisdictional level and are the primary basis of PA assessment against the GLPCA Standard. *(Source: adapted from FSC STD 60-002 Structure and Content of National Forest Stewardship Standards, V1-0)*
Indigenous peoples	IUCN' s use of the term 'Indigenous Peoples' follows the definition or 'statement of coverage' contained in the ILO Convention 169 on Indigenous and Tribal Peoples in Independent Countries. Therefore, it includes: • Peoples who identify themselves as 'indigenous' • Tribal peoples whose social, cultural, and economic conditions distinguish them from other sections of the national community, and whose status is regulated wholly or partially by their own customs or traditions or by special laws or regulations • Traditional peoples not necessarily called indigenous or tribal but who share the same characteristics of social, cultural, and economic conditions that distinguish them from other sections of the national community, whose status is regulated wholly or partially by their own customs or traditions, and whose livelihoods are closely connected to ecosystems and their goods and services. *(Source: IUCN's Environmental and Social Management System – Standard on Indigenous Peoples)*
Jurisdiction	The locality, country, region or other geographic area that engages as one entity with the IUCN GLPCA Programme. Each jurisdiction will be covered by an Expert Assessment Group – Green List (EAGL) who will engage and evaluate PAs within the jurisdiction.
Management Committee	The GLPCA Management Committee oversees the strategic development of the GLPCA Programme, but does not take decisions on inclusion (or removal) of an area on the Green List.
Means of Verification	A potential source of information that allows an assessor evaluate whether an Indicator is met. Means of Verification help provide clarity to PA managers / PA agencies and assessors. Means of Verification have to be provided, but they can vary depending on the jurisdictional context. *(Source: adapted from FSC STD 60-002 Structure and Content of*

	National Forest Stewardship Standards, V1-0)
Mentor	GLPCA Mentors assist PAs in measuring their performance, identifying key areas for improvement and demonstrating their success in the context of the GLPCA Standard.
Operational Team	The GLPCA Operational Team helps administer, implement and further develop the GLPCA Programme.
Oversight Body	The GLPCA Oversight Body is an expert body ensuring independence of standard-setting and evaluation as well as adequate levels of competence of the parties involved in the Green List process.
Panel	The GLPCA Panel is the body responsible for taking Green Listing decisions and approving adaptations of the Generic Indicators.
Participants	In the context of the GLPCA Programme, 'Participants' refers to all groups and individuals described in Chapter 4 of this User Manual, i.e. IUCN Council, IUCN Director General, Panel, Management Committee, Operational Team, Standards Group, EAGLs, Reviewers / Associate Reviewers, PAs / Mentors and Partnership Group.
Partnership Group[3]	The GLPCA Partnership Group engages with the GLPCA Programme at institutional level, making recommendations on the strategic direction of the Programme and its activities, and helps promote the GLPCA Programme globally.
Protected Area (PA)	IUCN describes a PA as a clearly defined geographical space, recognised, dedicated and managed through legal or other effective means, to achieve the long-term conservation of nature with associated ecosystem services and cultural values. There are seven types of PAs within six IUCN management categories for PAs. In addition, IUCN recognises four PA governance types that can apply to each of the management categories.
Reviewer	GLPCA Reviewers are independent qualified auditors. Their role is to ensure that the rules and procedures are consistently applied in the Green List process. They may be supported by Associate Reviewers.
Rights-holder	Actor that is endowed with legal or customary rights with respect to land, water and/or natural resources.
Stakeholder	Individual or organisation who possesses direct or indirect interests and concerns about the area, but does not necessarily enjoy legal or customary entitlements. Examples for stakeholders are local communities or conservation organisations.
Standard	The IUCN GLPCA Standard developed on behalf of and approved by IUCN for the purpose of recognising, benchmarking, motivating and incentivising successful PA management

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[3] The GLPCA Partnership Group will be established during the 2016-2017 development phase of the GLPCA Programme.

	worldwide.
Standards Group	The GLPCA Standards Group is established by the GLPCA Management Committee and is responsible for drafting and revising the GLPCA Standard and its Generic Indicators, as well as reviewing any adaptations of Generic Indicators.
Trigger(s)	Triggers can set in motion a review of a PA's Green List status over and above the normal review and renewal cycle. Triggers can stem from developments that have the potential to negatively impact the performance of the PA, which could result in the PA falling out of compliance with the Criteria of the GLPCA Standard. These developments could be: • Changes in Governance of the PA • Changes in Management of the PA • Activities or major events.
Variation	Deviations from the rules and procedures, which may be granted by the Reviewer (at jurisdictional level) or the Oversight Body (for global variations).
Verification	Confirmation, through the provision of objective evidence, that specified requirements have been fulfilled. *(Source: ISO 22000:2005)*
World Commission for Protected Areas (WCPA)	The WCPA is a professional network of over 2,250 members in over 140 countries to promote the establishment and effective management of a worldwide representative network of terrestrial and marine PAs.
WCPA Regional Vice Chair	A person leading and developing the WCPA network in a region. In the context of the GLPCA Programme, WCPA Regional Vice Chairs may make recommendations and proposals for EAGL membership, including the appointment of an EAGL Chair.

Acronyms

The following acronyms appear in the User Manual.

CBD	Convention on Biological Diversity
COMPASS	Community of PA Sustainability Standards
EAGL	Expert Assessment Group – Green List
FSC	Forest Stewardship Council
GLPCA	Green List of Protected and Conserved Areas (also referred to as 'Green List')
ILO	International Labour Organisation
ISEAL / ISEAL Alliance	International Social and Environmental Accreditation and Labelling Alliance
ISO	International Organisation for Standardization

IUCN	International Union for the Conservation of Nature
PA	Protected and Conserved Area
ToR	Terms of Reference
WCPA	World Commission on Protected Areas

1   Developing the IUCN GLPCA Standard

This chapter specifies IUCN's rules and procedures to develop and approve the IUCN GLPCA Standard (the 'GLPCA Standard' or 'Standard') and its Generic Indicators to maintain them over time.

These rules and procedures shall be reviewed and may be revised by the GLPCA Management Committee or an Oversight Body appointed by it, taking account of any stakeholder comments that have been received up to that time, prior to their implementation for any future review or revision of the GLPCA Standard and its Indicators.
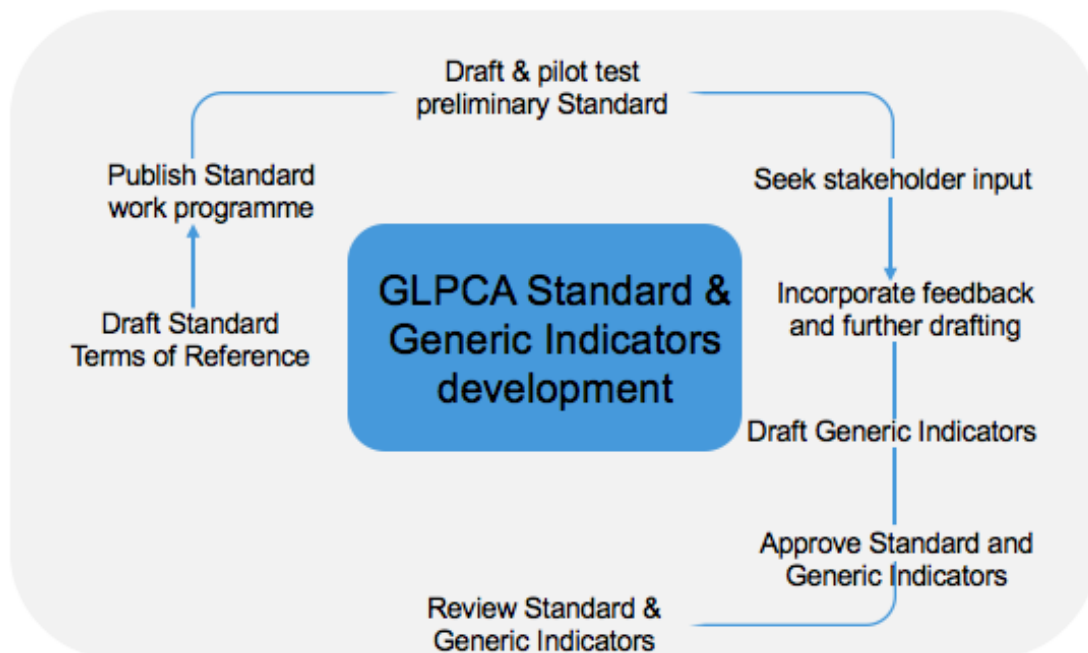

Figure 5: GLPCA Standard and Generic Indicators development (simplified)

1.1 IUCN GLPCA Standard Terms of Reference

The objective of the GLPCA Standard is to define success in PAs. It does so through globally consistent Criteria that set the benchmark for exemplary PA governance, design, planning and management, which are the preconditions for strong conservation outcomes.

The GLPCA Standard shall specify the level of performance that a PA must achieve in order to be recognised as a 'Green List' site on the IUCN Green List of Protected and Conserved Areas.

The GLPCA Standard shall be designed to be applicable to areas that meet the IUCN definition of a PA, of any type or scale, of any governance arrangement, and in any region of the world, consistent with the achievement of the GLPCA Standard's objective. Other areas that may not align (or willingly associate) with the IUCN definition of a PA, yet can potentially demonstrate that they achieve the requirements of the GLPCA Standard (i.e. 'Conserved Areas'), may be admitted to the Programme on a case-by-case basis.

The GLPCA Standard content and structure shall meet the following provisions:

- **The GLPCA Standard shall include introductory sections** describing its objectives, its scope of application, and providing a general description of the mechanisms for its verification and of the claims that may be made in relation to PAs that are verified as meeting the standard's requirements.

- **The GLPCA Standard shall include an approval date**, and in the case of an updated version, any transition period that may apply before the updated version comes into effect.

- **The GLPCA Standard shall specify Criteria** that together comprise a succinct yet coherent set of requirements that, if met, are expected to reliably and consistently identify PAs in accordance with the Standard's objective.

- **The Criteria shall be organized into a limited number of Components** that represent key aspects of PA performance. Each Component shall be supported by a statement that explains that Component's importance in relation to the achievement of the Standard's objectives.

The Criteria of the GLPCA Standard:

- Shall be drafted with the intent that **any PA could potentially make the changes and improvements necessary to meet the Standard's requirements.**

- May be expressed in terms of process, management or performance requirements.

- May include requirements relating to data collection and reporting designed to facilitate the monitoring and evaluation of progress toward achieving the Standard's objectives.

- **Shall be drafted so that conformity can be assessed for any PA within the scope of the GLPCA Standard,** without the need for subsequent modification or adaptation at the level of the Criterion.

- Shall be drafted to minimise ambiguity in interpretation.

- Shall be drafted taking account of the fact that **a set of more detailed Generic Indicators will subsequently be prepared for each Criterion** that will provide the basis for assessing compliance with the Criterion in specific jurisdictional or thematic contexts (see box below). These Generic Indicators will be accompanied by Means of Verification that PAs might use to demonstrate compliance with the requirements of the Indicators.

- Shall not favour any particular technology or patented item.

The GLPCA Standard shall include or reference a glossary of key terms required to guide its consistent interpretation and implementation.

Achieving Global Consistency and Local Applicability

The GLPCA Standard is intended to provide a globally consistent standard for the identification of successful PA performance, applicable in the full range of legal, cultural, social, geographical and ecological conditions of such areas around the world.

Global consistency is provided through the definition of a single, globally applicable set of Criteria. The Criteria define the level of performance that must be achieved by any PA, anywhere in the world, in order to be recognised on the IUCN Green List of Protected and Conserved Areas.

A set of Generic Indicators serves as the basis for assessing compliance with the GLPCA Standard and its Criteria in any jurisdictional or thematic context.

Local applicability is achieved through adaptation of the Generic Indicators to the context and characteristics of each GLPCA jurisdiction where needed. **Conformity with the GLPCA Standard cannot be evaluated without the use of Generic Indicators or Adapted Indicators approved by the GLPCA Panel.**

The process for the development and approval of Adapted Indicators is outlined in chapter 2 of this document.

1.2   Work Programme for the IUCN GLPCA Standard development

The working language for the development of the IUCN GLPCA Standard shall be English.

NOTE: The support of the GLPCA Operational Team ('Operational Team') and/or EAGLs will be sought to ensure that key documents are officially translated and consultation takes place in local languages wherever possible.

Any decision to develop and further revise the GLPCA Standard shall be announced on the IUCN website together with a summary of the standard development process that shall include:

- A summary of the Terms of Reference for the Standard, including the scope, objectives and justification of the need for the Standard.

- The steps in the standard-setting process, including the timelines and clearly identified opportunities for contributing.

- Decision-making procedures, including how decisions are made and who makes them.

The work Programme and timetable for the development and any subsequent revision of the GLPCA Standard shall be updated on an ongoing basis on the IUCN website.

1.3   Preliminary Standard drafting and pilot testing

The GLPCA Management Committee ('Management Committee') shall be responsible for overseeing the preliminary drafting and pilot testing of the GLPCA Standard prior to public consultation and finalisation.

Preliminary drafting and pilot testing shall include:

- Drafting of the Standard by an appointed GLPCA Standards Group with diverse demographic backgrounds, geographic and socio-cultural experience and perspectives (including a good gender balance), in consultation with IUCN experts and stakeholder groups with similar diverse backgrounds and experience.

- Consultation with other international initiatives developing or owning similar standards.

- Pilot testing the application of the draft Standard in the field in at least five jurisdictions, ensuring global geographic representation, and including application in both terrestrial and marine protected areas, representative of all IUCN PA management categories, and in all IUCN PA governance types.

- Collection and collation of EAGL comments on the results of pilot testing.

NOTE: Preliminary Standard drafting and pilot testing has happened in 2014 and 2015 and the GLPCA Standard now exists.

1.4   Conducting stakeholder consultation

IUCN shall publish the draft GLPCA Standard for public consultation on the IUCN GLPCA website, together with a form for the submission of comments.

The Management Committee, through the Operational Team, shall establish and maintain a stakeholder contacts list, including a broad range of relevant stakeholders from within IUCN (Commission experts, member representatives, IUCN Council members, global Secretariat staff, national Committees), as well as identified stakeholders from the global public. The list of stakeholders shall be accessible to any interested party on request.

The Operational Team shall contact all stakeholders on its contact list informing them of the ongoing GLPCA Standard development process and inviting comments on the

current draft Standard, with a minimum 60-day period in which comments may be submitted. All information should also be freely shared across IUCN and accessible on the IUCN website.

At the end of the specified comment period, the Operational Team shall collate all comments received and prepare a general synopsis.

1.5 Incorporating stakeholder feedback and further drafting

At the end of the specified comment period, the Management Committee shall convene the Standards Group, together with additional invited experts representing any of the areas of expertise or experience indicated in the Standards Group Terms of Reference, but not represented on the group.

The Standards Group and invited experts shall review the draft Standard and propose revisions in accordance with the Standard's Terms of Reference and taking account of the stakeholder comments previously received.

At the discretion of the Operational Team, **additional experts may be invited to provide advice or support to the Standards Group** on particular issues, or for particular purposes such as ensuring editorial consistency or clarity.

The Operational Team shall finalise the revised draft of the IUCN GLPCA Standard, taking account of the proposed revisions of the GLPCA Standards Group.

The Standards Group shall determine what, if any, further work is required before the draft Standard is ready to be submitted for formal approval.

If substantive, unresolved issues persist, or insufficient feedback has been received from key stakeholder groups, the steps under 1.4 and 1.5 should be repeated as necessary.

1.6 Drafting Generic Indicators

The Standards Group shall draft a set of Generic Indicators that define how each Criterion of the GLPCA Standard is to be assessed. The Generic Indicators shall be submitted to the Management Committee and the Panel and then published for a 30-day stakeholder review and comment period.

The Standards Group shall finalise the draft set of Generic Indicators, taking account of any comments received.

At the discretion of the Operational Team, additional experts may be invited to provide advice or support to the Standards Group on particular issues, or for particular purposes such as ensuring editorial consistency or clarity.

The Standards Group shall determine if any further work is required before the Indicators are ready to be submitted to the GLPCA Management Committee for review.

For each Generic Indicator, one or more potential Means of Verification shall be listed by the Standards Group. The Means of Verification do not need to be approved

1.7   Approving the IUCN GLPCA Standard and its Generic Indicators

When the Standards Group determines that the GLPCA Standard and the Generic Indicators are ready to be submitted for IUCN Council approval, the **Operational Team shall prepare a report** that:

- Summarises the Standards and Generic Indicators development process to date, demonstrating how the approved rules and procedures have been implemented, and including a clear description of any departure from them together with the justification for any such departure.

- Explains the main issues and concerns raised during the process, and explains how these have been responded to.

- Includes a summary of all comments received during the last period of consultation and an explanation of how these comments have been responded to in the final draft of the Standard and the Generic Indicators.

- Includes as an Annex the final version of the draft Standard including the Generic Indicators submitted for approval.

The Operational Team shall submit the report to the Management Committee together with the recommendation of the Standards Group that the Standard and its Generic Indicators be approved by the IUCN Council.

The Management Committee shall review the GLPCA Standard, the Generic Indicators and the report on the process for its development to determine whether the approved GLPCA Standard development process has been followed, and whether the GLPCA Standard and its Generic Indicators meet the defined Terms of Reference.

If the Management Committee determines that the procedures for Standard development have not been fully implemented or that the Standard or Generic Indicators do not meet the defined Terms of Reference, it shall document its concerns and specify what actions it considers necessary to address these concerns. The Operational Team shall then be responsible for implementing such actions as have been specified by the Management Committee.

If revisions to the Standard or Generic Indicators are required, then such revisions shall be drafted and agreed on by the Standards Group before the revised Standard and Generic Indicators are re-submitted to the Management Committee for its review.

When the Management Committee is satisfied that the procedures for Standard development have been fully implemented and that the GLPCA Standard and its Generic Indicators meet their Terms of Reference, **it shall document its decision and submit the Standard including the set of Generic Indicators to the IUCN Council** together with its recommendation that the Council should approve them.

The decision to approve the GLPCA Standard and its Generic Indicators shall be made by the IUCN Council in accordance with its published procedures.

If the IUCN Council does not approve the GLPCA Standard and its Generic Indicators, the Management Committee shall determine what further action to take prior to re-submission.

1.8   IUCN GLPCA Standard and Generic Indicator Review and Revision

The Operational Team shall keep a file of all comments received on the GLPCA Standard and associated Indicators after their approval.

The Management Committee shall review the comments on an ongoing basis with a view to providing guidance on interpretation for use by the Panel, EAGLs, PA Managers and others, and for proposals for future revisions, as required.

Administrative and non-substantive changes to the GLPCA Standard or associated Indicators may be made at any time at the discretion of the Management Committee. These do not require a formal revision process though any changes that are made shall be noted to stakeholders in the subsequent revision process and published in a list of changes on the IUCN GLPCA website. Administrative and non-substantive changes do not affect the regular review and revision cycle but shall require a new version number of the GLPCA Standard or associated Indicators, as applicable, to be issued and published on the IUCN GLPCA website.

Within a maximum of five years from the approval date of any new version of the GLPCA Standard, the Management Committee shall formally consult with the GLPCA Panel and the EAGLs to determine whether the GLPCA Standard and/or associated Generic Indicators need to be revised. If it is determined that a revision is desirable, the rules and procedures specified above shall be followed, as applicable to the revision of the GLPCA Standard and the associated Indicators respectively, with the exception of 'Preliminary Standard drafting and pilot testing' that shall not apply.

2   Adapting the Generic Indicators

The GLPCA is a Standard for defining success in PAs. It does so through globally consistent criteria that set the benchmark for exemplary PA governance, design, planning and management, which are the preconditions for strong conservation outcomes.

The Standard comes with a set of Generic Indicators that are the basis for judging whether a PA complies with the Standard. However, some of the Generic Indicators for PAs may need to be adapted at jurisdictional level to reflect the diverse thematic, legal, cultural, social and bio-geographical conditions of PAs in different parts of the world and thus facilitate the Standard's implementation.

This chapter describes the procedure for adapting Generic Indicators to jurisdictional contexts. The provisions of the procedure ensure consistency and transparency in Indicator adaptations of EAGLs. It will thereby lead to replicable results and enhance the credibility of the whole GLPCA Programme.
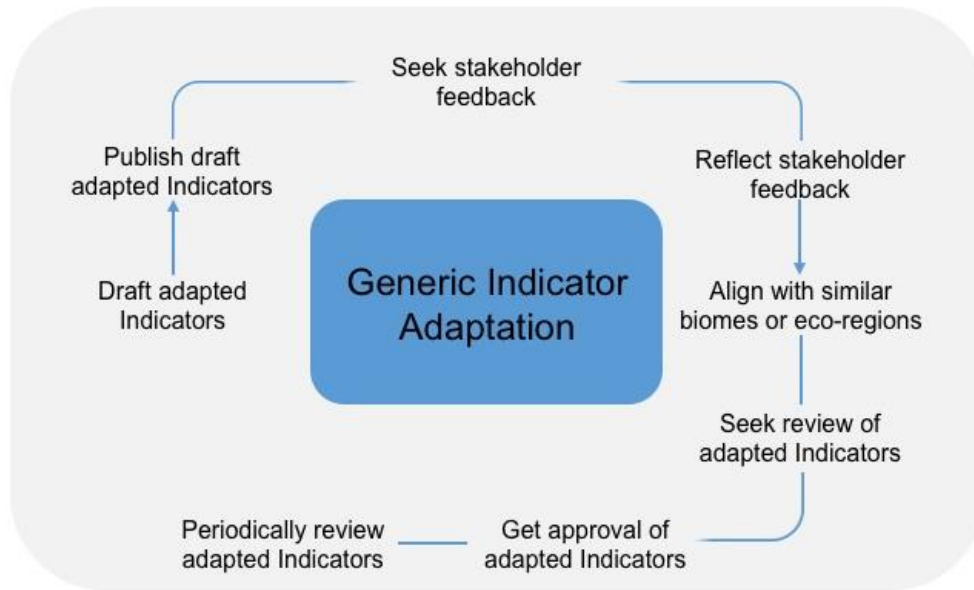
Figure 6: Adapting the Generic Indicators

Figure 6 illustrates how the Generic Indicators are adapted to the jurisdictional context.

2.1 Framework of the Adapted Indicators

Generic Indicators shall only be adapted where the context of the respective jurisdiction make this necessary. The respective EAGL shall determine which Indicators need adaptation.

The **Adapted Indicators must specify the jurisdiction (e.g. country, region)** to which they may be applied and shall include a version number.

At the time of their submission, the **Adapted Indicators must comply with the latest versions of all effective IUCN policies**, standards, directives, guidelines and advice notes that are relevant for the interpretation of the GLPCA Standard's Criteria, as referenced on COMPASS.

Note that a PA may not need to meet all Indicators. An applicant PA only has to meet those Indicators that apply to the particular IUCN PA category and governance type, as advised by the EAGL.

2.2 Indicators

There must be an Indicator(s) for every Criterion of the GLPCA Standard. Where a Criterion of the Standard includes several requirements, associated Indicators shall be developed for each requirement. Criteria and requirements of the GLPCA Standard cannot be waived due to existing relevant legislation in the respective jurisdiction.

- The Indicators shall apply to all PAs of the respective jurisdiction.

- Each Indicator must specify outcomes or levels of performance that can be measured or assessed during an evaluation.

- Each Indicator shall refer to a single aspect of performance to be evaluated.

- Indicators shall only include elements that contribute to achieving the objective of the respective GLPCA Standard Criterion.

- Indicators shall not favour a particular technology or patented item.

- Where possible, Indicators should be free from subjective elements such as "best available".

- Where Indicators include qualitative terms, guidance should be provided on how EAGLs should apply their expertise when judging whether an Indicator has been met by a PA.

- Indicators should be measureable or assessable at a reasonable cost.

- The Indicators shall be written using a clear and consistent vocabulary.

- The meaning of the Indicators and the levels of performance required to meet the Indicators should be clear to the reader.

- Every Indicator should include at least one example for potential Means of Verification.

2.3   The adaptation process

The EAGL shall **draft the Adapted Indicators and any exemplary Means of Verification in an official language of the country/region or in a language that is more commonly spoken** in the environment of the PAs to be evaluated.

The EAGL shall **publish its draft Adapted Indicators and potential Means of Verification** on the IUCN GLPCA website with the help of the Operational Team and **seek stakeholder input,** which shall be submitted to the EAGL and to its Reviewer / Associate Reviewer.

The EAGL shall **allow stakeholders 30-60 days for the submission** of comments on the draft of the Adapted Indicators and Means of Verification to the EAGL and to the Reviewer / Associate Reviewer.

The EAGL shall use consultation methods that are appropriate to the consulted stakeholder group(s).

The EAGL shall reach out to at least the following stakeholders (or their equivalent) in the respective jurisdiction:

- PA Agencies and authorities

- National NGOs that are involved or have an interest in environmental or social aspects of PA management, either at the national level, or at the regional level

- Representatives of Indigenous Peoples and local communities that are involved or have an interest in PA management either at the national level, or at the regional level

- Representatives of PAs and PA workers

- Representatives of the tourism industry (if relevant for the respective PA)

- Representatives of research and education institutions.

Where the EAGL cannot develop a consensus with stakeholders regarding adaptation of the Generic Indicators, the EAGL shall **accommodate stakeholder concerns** by:

- consulting Adapted Indicators and Means of Verification that have been set by other EAGLs to see how similar issues have been addressed

- seeking written guidance from the Management Committee on the issues to find an adequate solution.

The EAGL shall prepare a short report describing the main issues where stakeholders have sustained disagreement with the Adapted Indicators or where significant differences of opinion about appropriate Indicators were expressed by stakeholders, and explaining the basis on which the EAGL made its decisions in relation to these Indicators. The report on stakeholder submissions shall be posted as an attachment to the Adapted Indicators.

NOTE: The stakeholder consultation is designed to ensure conformity with the requirements of the *ISEAL Code of Good Practice for Setting Social and Environmental Standards.* In consulting with stakeholders, the EAGL should follow the guidance provided in chapter 3 of this document.

The EAGL should be able to demonstrate that the requirements of its Adapted Indicators are broadly **in line with the requirements of the Adapted Indicators for similar biomes or eco-regions**. To this end, the EAGL may consult COMPASS to check other EAGL adaptations or may contact the GLPCA Operational Team on the status of Adapted Indicators of other EAGLs.

When the Adapted Indicators are deemed ready and **if the Adapted Indicators are in a different language, IUCN shall commission an English translation of the Adapted Indicators. The EAGL shall review and confirm the accuracy of the translation.**

The **EAGL shall post the following records on COMPASS:**

- The complete set of Adapted Indicators (in the EAGL's working language and in the official English translation) and the Means of Verification

- Names of stakeholders invited to comment on the Adapted Indicators

- All stakeholder comments on Indicator adaptations

- Other sources of information taken into account when adapting the Generic Indicators

- Summary of EAGL discussions on Adapted Indicators to make clear why the Generic Indicators have been changed

- Efforts made with other EAGLs to harmonise the different Adapted Indicators, highlighting reasons for differences

As a **reference to legal compliance**, the EAGL should identify and post as attachments on COMPASS:

- A list of key national and local PA law and administrative requirements which apply in the jurisdiction in which the Adapted Indicators are to be used

- A list of multilateral environmental agreements that the jurisdiction has ratified, relevant to the Adapted Indicators.

Once the Adapted Indicators have been posted, an **EAGL may engage in provisional assessments** of PA applications against the Adapted Indicators.

The **EAGL shall inform applicant PAs that the Adapted Indicators have not been approved yet** and that the Panel may request changes to the Adapted Indicators.

Posting the listed records on COMPASS will trigger the **Reviewer / Associate Reviewer and the Standards Group to examine the Adapted Indicators and potential Means of Verification within 30 days**. The Reviewer shall verify that the process for adapting the Generic Indicators was conducted in line with the provisions of this User Manual. The Standards Group shall verify that the adaptation of the Generic Indicators is harmonised with other similar Adapted Indicators and does not compromise the quality benchmark that the GLPCA Standard aims to set. The Group shall also examine whether the suggested Means of Verification are suitable for providing evidence that a required performance level is met.

The Reviewer and Standards Group shall post their findings in this respect on COMPASS. Depending on the Reviewer's and the Standards Group's feedback, the EAGL might have to make changes to its draft Adapted Indicators. Where the EAGL does not follow the Reviewer's and Standards Group's recommendations, it shall justify this in writing.

Once the Reviewer and Standards Group are satisfied that the Adapted Indicators are adequate, they shall use COMPASS to notify the **Management Committee to submit the Adapted Indicators to the GLPCA Panel** to either approve them or request changes.

If changes are requested for approval of the Adapted Indicators, any ongoing PA assessments and evidence provided by the PAs will have to be reviewed by the PA and the EAGL to ensure they meet the approved Adapted Indicators.

The EAGL and the Operational Team will be notified via COMPASS when the Adapted Indicators have been approved by the GLPCA Panel. The Operational Team shall then **publish the approved Adapted Indicators** on the IUCN GLPCA website in their original language and in English.

The EAGL **shall periodically review its Adapted Indicators**, including Means of Verification, to:

- Bring them into conformity with any new or revised Generic Indicators as referenced on COMPASS

- Identify any aspects that may be in conflict with legal requirements in the jurisdiction in which the Adapted Indicators are to be used. Aspects of the Adapted Indicators that specify performance thresholds lower than the minimum legal requirements in the concerned jurisdiction shall be modified to ensure that they meet or exceed the minimum legal requirements. If other conflicts are identified, the EAGL shall evaluate them for the purpose of Green Listing and engage in stakeholder discussions to solve them (NOTE: Conflicts only occur where a legal obligation prevents the implementation of some aspect of the Adapted Indicators. It is not considered a conflict if the requirements of the Adapted Indicators exceed the minimum requirements for legal compliance)

- Reflect multilateral environmental agreements as they relate to the GLPCA Standard

- Ensure that the Adapted Indicators are applicable and practical in the jurisdiction concerned

- Take account of national environmental, social and economic perspectives

- Address issues that are of concern to any stakeholder group in the respective jurisdiction in the context of the Adapted Indicators.

Changes to approved Adapted Indicators have to be reviewed and approved by the GLPCA Panel.

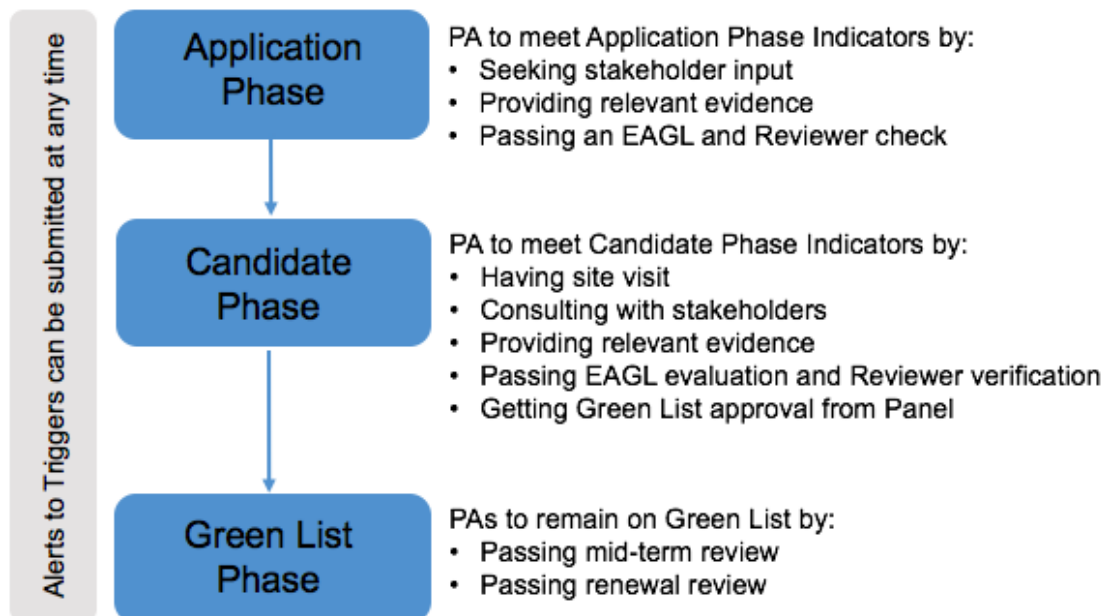# 3 Achieving and maintaining IUCN 'Green List' status

Figure 7: The Green List process (simplified)

Figure 7 illustrates the process a PA has to go through to be added to and stay on the Green List.

To achieve and maintain IUCN Green List status, PAs have to complete an evaluation process that is made up of three phases:

- **Application Phase**, where PAs show that they have the basic ingredients to theoretically comply with the GLPCA Standard requirements

- **Candidate Phase**, where PAs provide evidence that they meet all of the GLPCA Standard requirements and are evaluated based on the evidence

- **Green List Phase,** where PAs pass a mid-term review and a renewal review to maintain their Green List status.

In the Application Phase, PAs have to complete an application form and seek admission to the GLPCA Programme. Once admitted, they need to show that they meet the Adapted Indicators required for this first phase. The Application Phase also includes identifying and engaging stakeholders, defining and implementing action plans to improve performance where needed, as well as confirmation by the EAGL and the Reviewer that the Adapted Indicators of the Application Phase are met. Once this phase is completed, PAs enter the Candidate Phase.

In the Candidate Phase, PAs work to demonstrate compliance with the full set of approved Adapted Indicators of the GLPCA Standard. This phase will include a site visit by the EAGL, stakeholder consultation, EAGL scrutiny of the PA, and Reviewer / Associate Reviewer verification of the process that was applied. If the EAGL and the Reviewer find that a PA meets all Adapted Indicators, the PA will be put forward to the Panel. The Panel will review the PA and take the decision on Green Listing. If successful, the PA will be recognised as a 'Green List site'.

The process for achieving Green List status should be concluded within five years. If a PA cannot complete all the phases in time, it can apply for an extension by requesting a variation to the rules and procedures outlined in this document (see chapter 5 for details).

PAs that are found to meet all of the approved Adapted Indicators are added to the Green List for a period of up to five years. During this Green List Phase, PAs need to demonstrate that they continue to meet the Indicator requirements. This will happen via a review after half-term or when an issue or event arises that warrants investigation (see Chapter 3.3 below). Before their Green List status expires, PAs have to consider whether they want to apply for renewal and undergo a similar, but lighter re-evaluation.

The different Phases of the Green List process are described below in detail.

3.1 Application Phase

Participation in the GLPCA Programme is voluntary and requires commitment to the GLPCA Standard by the PA Manager and relevant authority, agency or institution.

As a first step, it should be decided which individual will be responsible for the Green List application of the PA. This can be the PA Manager or an appropriate member of staff of the site or of the respective PA agency. Whoever will take the lead on the PA's Green List application must **complete and submit the application form** on http://iucn.force.com/GLPCA. By submitting the form, the PA management commits

to try to achieve a level of performance that is compliant with the GLPCA Standard's criteria within five years of submission.

After submission of the form, the GLPCA Operational Team shall inform the respective EAGL of the PA's intention to join the Green List. Where there is no EAGL in place yet, the PA shall consult chapter 4.7 of this document. Where a PA has the option of accessing two or more EAGLs, the GLPCA Management Committee will assign its application to one specific EAGL.

Once the EAGL confirms that they are ready and able to engage the PA and its application, the GLPCA Operational Team shall **provide a COMPASS login to the PA representative** named on the application form.

The Operational Team shall **announce that the PA is applying for Green Listing** by:

1. Posting the content from the application form on the IUCN GLPCA website
2. Informing IUCN member organisations in the jurisdiction of the PA's application for Green Listing via the IUCN GLPCA website and IUCN and WCPA newsletters and direct communication.

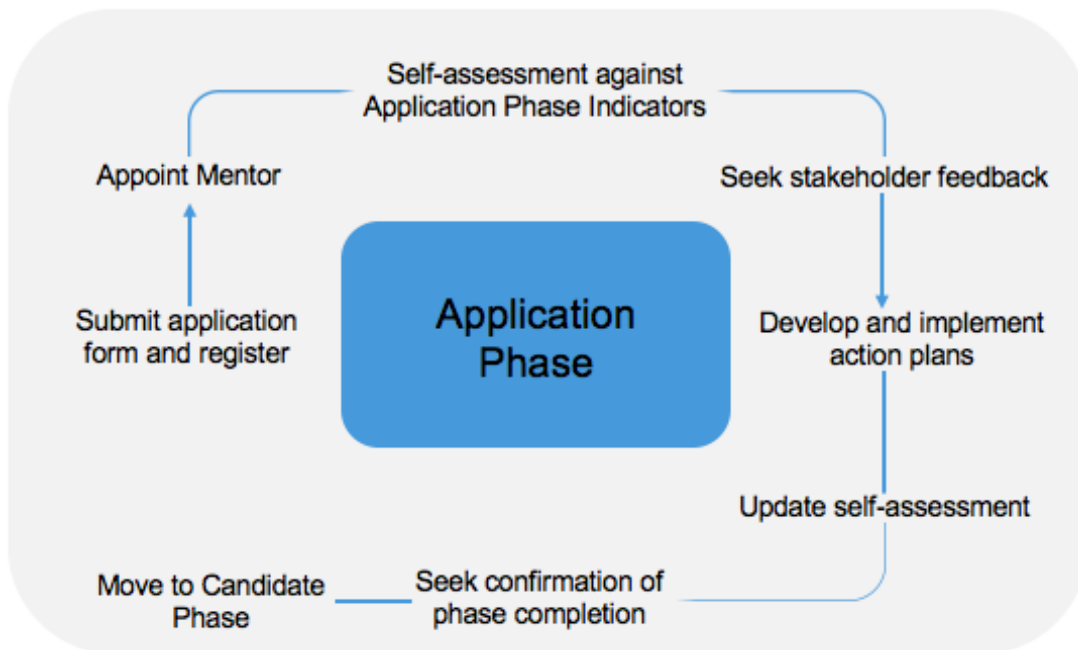**The PA is now accepted as an applicant for the Green List.**

Figure 7: Application Phase

Figure 7 illustrates the different steps of the Application Phase.

During the Application Phase, the PA must show that it has the core attributes to potentially achieve the GLPCA Standard. It does so by following the process outlined below.

Following announcement of its application, **the PA can appoint a Mentor to support its Green List application.**

The **PA has to complete a self-assessment** on COMPASS, supported by its Mentor, if relevant. In the self-assessment, the **PA shall provide arguments and evidence to determine its current performance against the approved Adapted Indicators of the Application Phase as outlined in the GLPCA Standard**. Performance levels are "exceeding", "meeting", "not yet meeting" and "not applicable".

The PA shall provide a brief narrative summary on the PA on COMPASS in its local language and in English. The summary shall outline its main features with respect to the four Components of the GLPCA Standard and describe the area's major nature values as well as major ecosystem service and cultural values.

In its self-assessment, the PA must identify its stakeholders, explain how its Green List application has been made known to them, and outline how it plans to get stakeholders involved in the Application Phase (please consult the stakeholder engagement guidance box in this document to this end).

The PA shall submit at least one 'solution' from its various activities to 'Panorama' to describe conservation efforts at the site (see guidance box below for more detail).

Guidance on 'Panorama'

The 'Panorama' platform collects solutions to sustainability challenges. Solutions are examples of successful processes or approaches to address issues related to sustainable development, including conservation. They can be entire projects or aspects of a project and typically encompass several phases of activities.

Providing at least one solution to the Panorama will help tell the story of why a PA achieves conservation outcomes. The platform exists to enable learning and sharing of best practices and therefore complements the aims of IUCN's Green List Programme.

The 'Panorama' pilot phase is done in partnership by IUCN, GEF, UNDP, Blue Solutions, WCPA, Coalition Wild and Rare.

Visit the platform at www.panorama.solutions to learn how to compile and submit a solution and to find out about solutions of other PAs.

Once the PA submits its self-assessment and supporting documents to the EAGL via COMPASS, the **Operational Team shall publish the following information on the Protected Planet portal** (http://www.protectedplanet.net/):

- The PA's self-assessment

- The PA's narrative summary in the local language and in English

- A map outlining the boundaries and/or important zones of the PA in question

- A list of stakeholders identified, and a form for stakeholder feedback (e.g. through a template with PA and EAGL contacts)

- At least one contribution to the 'Solutions Explorer' platform

The information shall be posted for at least 60 calendar days to allow any stakeholders to provide input via the form. Stakeholders should be asked to provide objective evidence with relevance to specific issues.

The PA and its Mentor must document stakeholder feedback on COMPASS and take it explicitly into account when **developing an action plan for each Application Phase Indicator considered "not yet meeting".** All action plans have to be posted on COMPASS.

Guidance on Action Plans

Action plans describe how a PA will address identified issues. The measure(s) and activities outlined in the action plans should be specific, verifiable, time-bound and achievable. They should also specify milestones so the PA can see if adequate progress in addressing the issues is being made.

It is up to the PA to determine which measures and activities are most suitable for addressing issues. However, the PA may seek advice and technical support on action plan development and implementation from IUCN staff and other PAs via COMPASS or from its stakeholders.

Once the action plans have been successfully implemented and the PA considers itself fully compliant with the approved Adapted Indicators of the Application Phase, **the PA shall update its self-assessment** on COMPASS, and notify the EAGL via COMPASS that the Application Phase has been completed.

One of the EAGL members shall confirm that the PA has completed the Application Phase by checking that the PA self-assessment has been conducted, necessary action plans have been successfully implemented, sufficient performance evidence has been provided and material stakeholder feedback has been posted. The EAGL member shall notify the Reviewer / Associate Reviewer and the other EAGL members of the completed Application Phase via COMPASS by entering a short statement in this respect.

The Reviewer shall verify that the PA is now ready to move to the Candidate Phase. They shall do so by checking the EAGL report on the Application Phase of the PA, by ensuring that the process outlined above has been followed and by confirming that sufficient evidence exists to demonstrate that the PA meets the Application Phase Indicators.

The IUCN Green List and World Heritage sites

IUCN's World Heritage Programme supports the role of the World Heritage Convention in protecting the planet's biodiversity and promotes effective use of its mechanisms to strengthen the conservation of natural World Heritage sites.

IUCN was instrumental in founding the World Heritage Convention in 1972 as one of two international organisations that first proposed the concept and is explicitly recognised by the Convention as the technical Advisory Body on nature to the World Heritage Committee.

The IUCN World Heritage Outlook provides **Conservation Outlook Assessments** for all natural World Heritage sites. These assessments **indicate whether a natural World Heritage site is likely to conserve its values over time**, based on a desk-based assessment of:

- The current state and trend of values
- The threats affecting those values
- The effectiveness of protection and management

Conservation Outlook Assessments also compile additional information on conservation issues, benefits and possible projects related to a site. IUCN advise all World Heritage sites with natural values to commit to work to the GLPCA Standard. **The Conservation Outlook Assessments shall provide an initial set of evidence and data for World Heritage sites committing to work with the IUCN GLPCA Standard, especially in the Application Phase.**

For a World Heritage Area to successfully achieve Green List status, the IUCN GLPCA process must satisfactorily address all of the issues raised by IUCN during the Conservation Outlook Assessment for the site. Conversely, sites with a very positive Conservation Outlook Assessment rating shall be able to provide good evidence of conservation success during their application and candidacy for Green List recognition. See www.worldheritageoutlook.iucn.org/ for more information.

Guidance on stakeholder engagement for PAs

A stakeholder is any individual or organisation who possesses real and ongoing direct or indirect interests and concerns about the site, but does not necessarily enjoy legal or customary entitlements. Examples for stakeholders are local communities and Indigenous Peoples, conservation and social NGOs, community organisations, tourism businesses, other local entrepreneurs, or local government authorities.

For a PA to achieve the best possible conservation and social equity outcomes, it is important to engage stakeholders in their activities since many of them will have informed and detailed knowledge and opinions as well as suggestions for improvement.

The GLPCA Standard promotes **proactive stakeholder engagement as a means for strengthening the rigor and credibility of the assessment process**. Seeking input from stakeholders will ensure that all relevant information is considered and will help getting stakeholder support for needed improvements.

Ideally, stakeholder consultation for the purpose of the Green List is integrated in a PA's on-going stakeholder engagement activities.

The following guiding principles reflect widely accepted best practice in stakeholder engagement and will help PAs define their approach to working with stakeholders.

As a first step, **PAs need to identify and analyse their stakeholders**. They should understand:

- Who their stakeholders are (i.e. which individuals or organisations are relevant for the PA

- Within the range of stakeholders, which marginalised demographics (gender, ethnic and indigenous groups, poorly represented sections of a community, etc.) must be prioritised to ensure their active inclusion in GLPCA processes

- What their interest in the PA is

- What influence they have on the PA and the Green List process

- Whether they are likely to support the PA's Green List efforts or not.

Some stakeholders will be concerned with the GLPCA while others may not directly show interest. The combination of influence, interest and likely support will **determine how much attention a PA should give to various stakeholder groups, organisations and individuals.**

Continued on next page

Guidance on stakeholder engagement continued

The **effort for successful and meaningful stakeholder consultation will vary** depending on the PA. A PA's stakeholder consultation plan should describe who will be approached and consulted, when, how and what the outcomes of the consultation should be.

Stakeholder input must be actively sought, not just invited, to make consultation meaningful. Further, **being responsive to stakeholder questions and needs is critical**, and may require adjusting the engagement plan.

Taking into account cultural norms and technological capabilities of those to be consulted will help design and implement a meaningful consultation process.

The **PA may use different means to approach stakeholders**. These may range from direct emails or phone calls to signage posted around the PA or announcements in village shops.

Being well prepared for consultations with stakeholders will help the PA get all the input needed for a thorough Green List process. It is advised to draft a consultation questionnaire to this end.

PAs need to count in sufficient time for stakeholder engagement. An unrealistic timeframe will invariably lead to frustrated and disenfranchised stakeholders, poorer stakeholder input and erosion of the PA's credibility. It takes time to contact stakeholders, arrange and conduct consultation and possibly follow-up to meet both PA and stakeholder needs. Additional key stakeholders may be identified as the process unfolds and will need to be consulted. Some stakeholder groups have limited resources and may not be able to respond quickly.

Transparency is key. PAs should communicate regularly and clearly with their stakeholders and should be accessible and responsive. To avoid uncertainty and confusion PAs should communicate:

- Where they are in the Green List process

- What they are going to do to engage stakeholders

- What they are going to do with stakeholder input

- Which issues and concerns were raised during the process

- How these were addressed by the PA

Please note that the **importance of engaging local communities and other stakeholders is stressed in the IUCN Environmental and Social Management System (ESMS) Framework and Principles**, especially in Sections 2.1 and 2.1.4 of the IUCN ESMS Manual. Additionally, the ESMS requires a strong gender balance in terms of stakeholder identification and engagement.

Sources: Adapted from MSC Guidance to Stakeholder Consultation in Fishery Assessments and FSC-STD-20-006 (V3-0) EN Stakeholder consultation for forest evaluations.
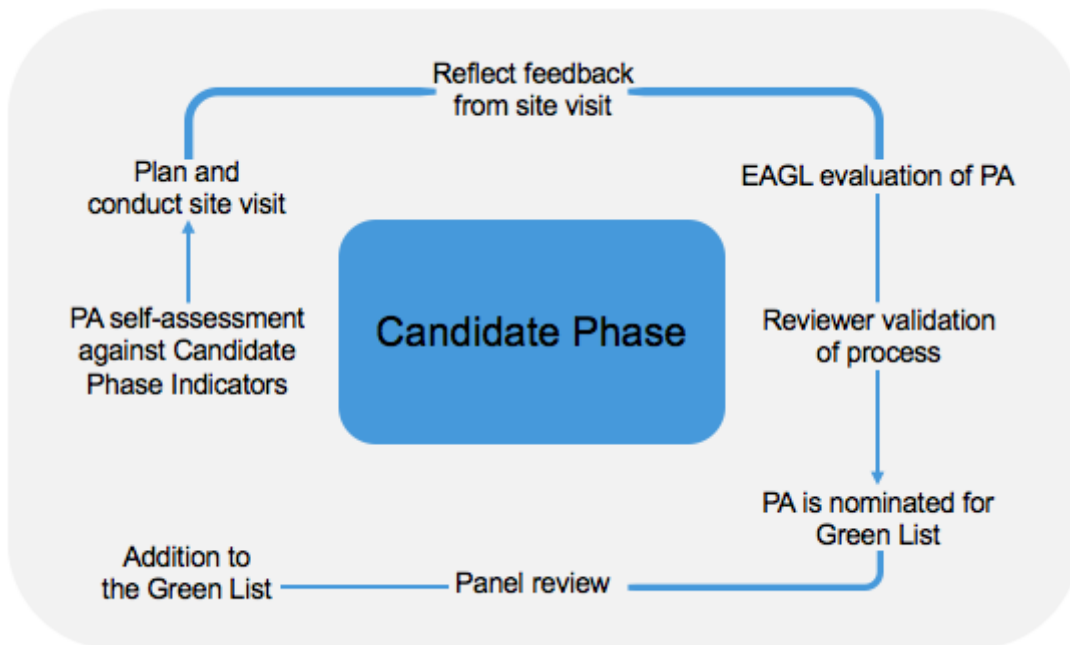
3.2   Candidate Phase

Figure 8: Candidate Phase

Figure 8 illustrates the different steps of the Candidate Phase.

During the Candidate Phase, the PA works to show that it meets the Adapted Indicators of the Candidate Phase as outlined in the GLPCA Standard.

Just like during the Application Phase, **the PA shall conduct a self-assessment against the remaining indicators on COMPASS**. The self-assessment will point to gaps in performance for which action plans will have to be developed and implemented. The PA may seek advice and direction on the action plans as outlined in the respective guidance box above.

Site visits

Once the PA (its Manager or Agency) is confident that the site has made substantial progress in meeting the remaining Adapted Indicators and can provide evidence to demonstrate this, **it shall coordinate with the EAGL to agree on a date for a site visit** and plan it in close coordination. The site visit can happen as part of the PA's normal stakeholder consultation. However, the PA and the EAGL shall ensure that there is sufficient time in the agenda to discuss the Green List application of the PA.

The aim of the site visit is:

- For the EAGL to get a first-hand impression of the PA and its performance
- To consult with interested stakeholders on the performance of the PA

- For the EAGL to review any information that is not available in electronic form or that is confidential

- To answer any open questions on the PA and its Green List efforts

The site visit has to be planned and prepared by the EAGL and the PA well in advance to ensure it is worthwhile. The Mentor can be asked to help organising and conducting the site visit. Prior to the site visit taking place, a schedule shall be developed, assigning tasks and activities to be carried out. **The site visit schedule has to be approved by the Reviewer / Associate Reviewer to ensure it suits the jurisdictional context.**

Each applicant PA should receive an appropriate level of visitation and time spent on site. The visiting EAGL members shall not have any Conflicts of Interest concerning the PA they plan to visit. Please see the guidance boxes below on site visits and on Conflicts of Interest.

The costs for the site visit will be covered by the PA, unless other arrangements are possible. The PA Manager / PA agency and key staff should be on site to show around the EAGL and to assist with reviewing information and consulting with stakeholders. The Mentor may join the site visit if the PA agrees to cover their costs, or at their own expense.

The site visit must at least include the following key elements to achieve its stated aim:

1. Stakeholder engagement, including:

    a. Direct engagement with relevant rights-holders at site and landscape / seascape levels

    b. Interviews with rights-holders and other stakeholders related to governance arrangements and administrative context of the PA

2. Interviews with site management and staff

3. Field visit(s) to inspect stated condition of relevant PA values

4. Observation of relevant facilities and infrastructure

5. Observation of one or more relevant PA operations

The EAGL shall summarise the outcomes of the site visit, including important stakeholder input, on COMPASS.

Not all stakeholders might be able to participate in the site visit. To ensure that all relevant views and information on the PA are taken into account for the purpose of Green Listing, **the PA shall provide other ways for stakeholders to be engaged and communicate with the EAGL.** To this end, the PA shall publish the following information on the Protected Planet portal (www.protectedplanet.net), with the help of the Operational Team, and on other appropriate outlets:

- The PA's full self-assessment from COMPASS

- The PA's narrative report in the local language

- 'Panorama Solutions' contributions submitted by the PA

- A map outlining the boundaries and/or important zones of the area

- A means for stakeholders to provide feedback (e.g. through a published form)

Again, guidance on stakeholder consultation is provided in this document and should be followed by the PA.

Following the site visit and the stakeholder consultation, **the PA shall reflect the outcomes and stakeholder feedback** in its self-assessment and work to finalise its Green List application.

Guidance on site visits

Each applicant PA should receive an appropriate level of visitation and time spent on site. Appropriate levels would be:

- Small PAs to be visited by 1 EAGL member

- Bigger and more complex PAs to be visited by 2 EAGL members

- PAs with a history of disputes surrounding its set-up, use and / or access, to be visited by 2 EAGL members, accompanied by the Reviewer

Since the costs of site visits have to be covered by the respective PAs, there should be good reason for the unlikely event that the EAGL wishes to send more than 2 of its members to a site visit. In any case, the **PA has to agree to a higher number of site visitors.**

The **site visit has to be planned and organised well in advance** to leave sufficient time to notify and invite stakeholders and provide some flexibility for changing the arrangements for the site visit to accommodate their needs. The PA and the EAGL also need to **engage in proper preparation of the site visit**. The PA should collect all evidence to support its Green List application and the visiting EAGL members should study the PA's information on COMPASS.

When preparing the stakeholder consultation, all parties engaged in the site visit **should consult the stakeholder guidance in this document** and together plan the site visit and consultation.

If a PA cannot cover the costs for the site visit, it may seek financial support from potential donors or seek advice from the IUCN on how to raise money for the site visit.

In exceptional circumstances, the site visit can be waived. In case an EAGL wishes to waive the site visit, it shall **submit its written justification to the Reviewer for approval**. The decision of the Reviewer has to be recorded on COMPASS and has to be published if the PA is eventually added to the Green List. In case a site visit is waived, the evaluation of the EAGL has to be even more thorough than it would be without a site visit, e.g. through submitting photos and videos of the site and/or creating additional maps to substantiate their application. A thorough and comprehensive stakeholder consultation also has to happen in the absence of a site visit.

EAGL evaluation and Reviewer verification

Once the PA is confident that it can demonstrate full compliance with all approved Adapted Indicators of both the Application and the Candidate Phase, **the PA shall submit its application to the EAGL for review** via COMPASS.

The EAGL members shall individually scrutinise the PA's documentation prior to their next meeting. The EAGL members may discuss the PA and its performance via COMPASS and may reach out to the PA and its Mentor to raise questions of clarification via the EAGL Chair.

It is advised that EAGL meetings are held face-to-face. However, if an EAGL member cannot be there in person they may participate virtually. **The Reviewer / Associate Reviewer shall be present at key EAGL meetings**, either virtually or in person, to follow the discussions (see Reviewer / Associate Reviewer Terms of Reference for further details). At the meeting, the EAGL Chair shall establish whether any EAGL members have any personal direct or indirect interests in the PA to be discussed. Any member with a Conflict of Interest shall abstain from voting on the PA for the purpose of Green Listing, but may participate in the discussion on the PA.

The EAGL shall determine if the PA meets the requirements of the approved Adapted Indicators by engaging in a detailed and open discussion on each of the Indicators, based on available evidence, received stakeholder input and the results of the site visit.

When the discussion has concluded, the **EAGL shall conduct a formal voting on the PA. The PA shall be recommended for Green Listing if the EAGL reaches consensus that it meets all approved Adapted Indicators** (see the EAGL Terms of Reference for further details).

The EAGL shall write an English summary report on its discussions regarding the PA, including any initial disagreement they had about its performance related to the requirements of the approved Adapted Indicators, how these disagreements were resolved, and how the site visit results contributed to the discussion. The report has to be posted on COMPASS. The full PA documentation will now be passed to the Reviewer / Associate Reviewer.

The Reviewer shall validate that the process used by the PA, its Mentor (if applicable) and the EAGL complies with the rules and procedures. They may point to insufficient evidence or stakeholder consultation or a lack of scrutiny by the EAGL. The Reviewer / Associate Reviewer shall share their feedback and any recommendations with the EAGL, who shall take the Reviewer's / Associate Reviewer's points into account. Where they do not follow the recommendations of the Reviewer / Associate Reviewer, they shall justify this in writing. Once this step has been completed to the satisfaction of the Reviewer, **the Reviewer shall draft and post a short English report on their findings** on COMPASS.

The PA is now nominated for the Green List and the Reviewer shall submit the PA to the Panel for the final decision on Green Listing.

Guidance on Conflicts of Interest (COI)

Conflicts of Interest occur when competing loyalties affect a person's judgment or objectivity. COIs can arise from one or more of the following sources:

- A person's relationship with the entity in question (e.g. being a trustee or a consultant of that entity)

- A person's indirect relationship with the entity in question (e.g. their partner being a manager of the entity)

- Something a person has written, said or done that suggests - for example - bias or predetermination

A number of questions can help identify potential COIs:

- Would others trust your judgment and have confidence in your integrity if they knew you were in this position?

- How readily would you defend your position if confronted with public scrutiny?

When in doubt, the default position should be that a person interested in a decision is removed from decision-making in relation to the matter.

If the group's decision making has already been compromised by a person's failure to declare a conflict, it may be necessary to abort a decision or restart the process.

Panel review of Green List nominations

The GLPCA Panel shall meet with sufficient frequency to decide on Green List nominations, either in person or virtually. Nominated PAs shall be reviewed by the Panel based on:

- The English summary reports by the EAGL and the Reviewer

- The English narrative summaries of the PAs (prepared during the Commitment phase)

Where the Panel needs clarification on certain points, they may contact any of the respective EAGL members, the Reviewer, or the PA and its Mentor.

The Panel's **Green Listing decisions shall be made by consensus.** See the Panel's Terms of Reference in chapter 4.3 for operating procedures and voting. Where the Panel cannot reach consensus, a PA shall not be Green Listed. **The decision of the Panel is final.**

The Panel shall document their decisions on COMPASS and liaise with the Operational Team to have them published on the IUCN website. They shall also contact the respective PA and their Mentors to ensure that stakeholders are informed of the decisions.
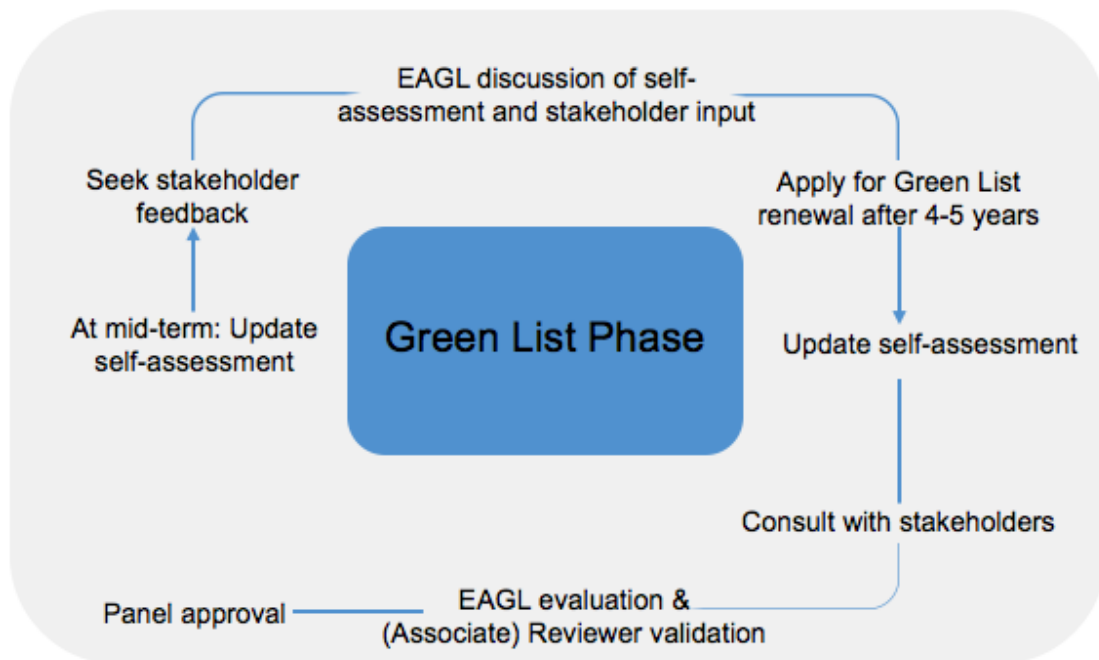
3.3   Green List Phase

Figure 9: Green List Phase

Figure 9 illustrates what PAs need to do to remain on the Green List.

Green List status is valid for up to 5 years after being awarded. **After mid-term, the PA shall conduct a self-assessment on any Adapted Indicators where its performance has changed.** It shall develop an action plan for each Adapted Indicator where it considers its performance to be in need of improvement. The PA shall record its self-assessment and potential action plans on COMPASS. The PA's findings shall also be posted on the IUCN GLPCA website via the Operational Team.

The EAGL shall discuss the PA's update and the likelihood of success of potential action plans. It may request necessary changes to the action plans from the PA before granting continued Green List status and confirming this via COMPASS.

Triggers for unscheduled reviews of Green List PAs

In keeping with the GLPCA principles of credibility and transparency, **'Triggers' can set in motion a review of a PA's Green List status, over and above the normal review and renewal cycle outlined**. The Trigger mechanism ensures that the GLPCA process can help secure better conservation outcomes and identify and address potential threats to PAs and the values they are meant to protect.

Triggers can stem from developments that have the potential to negatively impact the performance of the PA, which could result in the PA falling out of compliance with the Criteria of the GLPCA Standard. These developments could be:

- Changes in Governance of the PA

- Changes in Management of the PA

- Activities or major events.

Any stakeholder can submit an alert to a potential Trigger. This can be done in two ways:

- Email to the Operational Team at glpca@iucn.org, describing the potential Trigger and with the subject 'Trigger' and the name of the PA.

- Written postal communication to the IUCN, addressed to the GLPCA Operational Team

In all cases, the alert will be forwarded to the relevant EAGL and to the assigned Reviewer / Associate Reviewer. **Within 30 days of receiving the alert, the EAGL and the Reviewer / Associate Reviewer shall liaise with one another and the EAGL shall provide an initial harmonised response to the party that submitted the alert.**

Following the initial response, **the EAGL shall determine the severity of the alert within a further 30-day period.** This step shall involve an initial investigation and request for further information from the PA to determine if the alert qualifies as a Trigger. The investigation may be desk-based or involve interviews or e-communications with relevant experts or stakeholders. The investigation result has to be documented by the EAGL on COMPASS and shared with the Reviewer / Associate Reviewer.

If the Reviewer and EAGL determine that the alert does not qualify as a Trigger because it is of low accuracy, credibility or consequence, the EAGL shall write a brief summary of the alert and of the EAGL investigation, and communicate it to the party that submitted the alert. The response also has to be retained on COMPASS and be published on the IUCN GLPCA website. No further action shall be necessary if the alert is not considered a Trigger for an unscheduled review of the PA's Green List status.

If the alert is deemed a Trigger by the EAGL and the Reviewer, **the EAGL shall assign the Trigger to one of the following three categories:**

1. **Precautionary**: The Trigger has a real or potential negative impact on the performance of the PA, but not yet in a way that significantly impairs major site values. However, it could develop into a more Significant or Severe Trigger (as below) if there is no active response to the Trigger.

2. **Significant**: The Trigger has significant negative impact on the performance of the PA and/or on the major site values.

3. **Severe**: The Trigger has severe negative impact on the performance of the PA and/or on the major site values.

The EAGL shall inform the PA of the severity of the Trigger within the 30-day period.

The Trigger categories shall initiate the following actions:

Precautionary Triggers:

- Within 30 days of being notified by the EAGL, the PA has to provide a detailed response to the Trigger. If the EAGL is satisfied that the Trigger is explained or addressed in an adequate and timely manner, no further action shall be necessary.

- If the EAGL is not convinced that the Trigger is yet addressed in an adequate and timely manner, the PA shall provide an action plan within 60 days, outlining the measures for remediation of the Trigger. The progress and effectiveness of the action plan's implementation shall be reviewed by the EAGL at the next scheduled PA evaluation (being either the mid-term review or the renewal review).

- If at the next evaluation the Trigger has been resolved, no further action shall be necessary. If the Trigger remains, the steps above shall be repeated. If the action plan fails to address the Precautionary Trigger within 2 review cycles, then the PA's Green List status shall be suspended and the Trigger shall be treated as Significant (below).

Significant Triggers:

- Within 30 days of being notified by the EAGL, the PA has to provide a detailed response to the Trigger. If the EAGL is satisfied that the Trigger is explained or addressed in an adequate and timely manner, no further action shall be necessary.

- If the EAGL is not convinced that the Trigger is yet addressed in an adequate and timely manner, the PA shall provide an action plan within 60 days, outlining the measures for remediation of the Trigger. The PA's Green List status shall be suspended. The EAGL shall review progress and effectiveness of the action plan's implementation at the next scheduled PA evaluation. The EAGL may decide, however, to conduct the review earlier.

- If at the next evaluation the Trigger has been resolved, the PA's Green List status shall be reinstated and no further action shall be necessary. If the Trigger remains, the steps above shall be repeated. If the action plan fails to address the Precautionary Trigger within 2 review cycles, the PA's Green List status shall be withdrawn. In this case, the PA can decide to submit a new Green List application once it believes that the Trigger has been removed.

Severe Triggers:

- Within 30 days of being notified by the EAGL, the PA has to provide a detailed response to the Trigger. If the EAGL is satisfied that the Trigger is explained, or addressed in an adequate and timely manner, no further action shall be necessary.

- If the EAGL is not convinced that the Trigger is addressed in an adequate and timely manner, yet some progress has been made, the Trigger shall either be reduced to 'Precautionary' or 'Significant' and the steps above shall be followed. However, if the EAGL considers the Trigger to remain 'Severe' the

PA's Green List status shall be withdrawn. In this case, the PA can decide to submit a new Green List application once it believes that the Trigger has been removed.

In all cases, the Reviewer / Associate Reviewer shall validate that the EAGL's investigation of the Trigger has been sound and thorough and that any decisions are based on sufficient evidence.

The EAGL shall inform the PA and the party that submitted the Trigger alert of the investigation results. Resolution of the Trigger shall be published on the IUCN GLPCA website.

Green List renewal

The PA should apply for renewal in the 5th year after being added to the Green List in order to remain listed. It does so by announcing this on COMPASS.

Renewal of the Green List status shall follow the same process as for initial Green Listing. However, no site visit is needed and stakeholder input has to be sought only once.

Since the PA has demonstrated during the initial Green List process that it conforms with the approved Adapted Indicators, it is expected that the effort for renewing its Green List status will be considerably lower.

3.4   Incomplete PA applications

If the PA cannot complete the two evaluation phases (Application and Candidate) within five years, but is still committed to achieving Green List status, it shall apply for an extension following the provisions of chapter 5. If a variation is granted, the PA shall continue the process where it left off.

However, if information, data and stakeholder input already provided is older than two years by the time the PA considers itself to comply with all the Adapted Indicators of the Application and / or the Candidate phase, it shall update the information and data and shall seek stakeholder feedback once again.

If the site visit had already happened and was conducted more than two years before applying for the variation, the PA shall conduct another one and follow the provisions of chapter 3.2.

If a PA does not wish to continue seeking Green List status, the PA shall state so on COMPASS and the Operational Team shall communicate the PA's decision on the IUCN GLPCA website.

3.5   Rejected PA applications

If the EAGL or the Panel finds that the applicant PA does not meet the requirements of the approved Adapted Indicators, it shall provide feedback in this regard to the PA, its Mentor and – if applicable – the EAGL via COMPASS.

PAs can resubmit their self-assessment and any additional evidence once they have addressed all of the EAGL's or Panel's concerns, making an addition to the Green List more likely. The re-submission should happen within five years of the EAGL's or Panel's decision to decline.

If provided information, data and stakeholder input is older than two years by the time the PA wants to re-submit its application, it shall update the information and data and shall seek stakeholder feedback once again.

If the site visit had already happened more than two years ago, the PA shall conduct another one and follow the provisions of chapter 3.2. If a PA does not wish to continue seeking Green List status after its application has been rejected, the PA shall state so on COMPASS and the Operational Team shall communicate the PA's decision on the IUCN GLPCA website.

If it takes the PA longer than five years to re-submit its application, it shall go back to the Application phase and repeat all steps of the ensuing process.

4 Terms of Reference for Green List participants

IUCN's online portal COMPASS (Community for PA Sustainability Standards) serves to administer the GLPCA Programme. **All participants in the Green List process described here shall use COMPASS to meet their roles.** Guidance on how to use COMPASS is provided on https://iucn.my.salesforce.com/ and will be accessible once participants have received their COMPASS log-in.

4.1 IUCN Council

The IUCN Council is the principal governing body of IUCN in between sessions of the World Conservation Congress, the general assembly of the Union's members.

The IUCN Council's roles and responsibilities with respect to the GLPCA Programme are as follows:

- **Mandate the development of the GLPCA Standard and its Generic Indicators and approve their finalised versions**. It does so during one of its Council Meetings, following its meeting rules

- **Approve the GLPCA governance structure**

- **Approve naming and branding** of the GLPCA Programme

- **Mandate implementation** of the GLPCA Programme, in consultation with the WCPA

Further information on the Council and its way of operating can be found on https://www.iucn.org/about/council and in particular in the downloadable Council Handbook.

4.2   IUCN Director General

The IUCN Director General leads the IUCN Secretariat and is responsible for the day-to-day management of the Union. The IUCN Director General and the IUCN Secretariat report to the IUCN Council. **The Director General has ultimate authority over implementation of the GLPCA Programme.**

The roles and responsibilities of the Director General with respect to the GLPCA Programme are as follows:

- **Ensure implementation of the GLPCA Programme**, delegating its day-to-day management to the IUCN Director, Global Protected Area Programme (GPAP)

- **Appoint the members of the Panel** of the GLPCA Programme (see 4.3 below)

- **Appoint the members of the Management Committee** in consultation with the WCPA Chair

- **Assign the Oversight Body** in consultation with the WCPA Chair

Further information on the Director General can be found on
https://www.iucn.org/secretariat/about/senior-management/director-general.

4.3   GLPCA Panel

The GLPCA Panel ('Panel') is the body responsible for taking Green Listing decisions. It is appointed by the IUCN Director General.

In order to satisfy its roles and responsibilities as described below, the Panel needs to understand the GLPCA Standard and follow the User Manual's rules and procedures. By signing a Declaration of Engagement and implementing its provisions, the Panel members demonstrate that this is the case.

The roles and responsibilities of the Panel are as follows:

- **Receive training on the GLPCA Standard, its Generic Indicators and its associated User Manual** as appropriate (at least at commencement of appointment and after scheduled Standard, Indicator and User Manual revisions)

- **Take decisions on approving or rejecting adaptations to the Generic Indicators** of the GLPCA Standard proposed by GLPCA jurisdictions

- **Take Green Listing decisions** on nominated and re-nominated PAs

- **Report to the IUCN Director General** on its activities every two years.

Potential Panel members are identified via a call for expressions of interest published by the IUCN Director General, via the Management Committee:

The call for applications shall be issued at the inception of the GLPCA Programme and be repeated as needed to keep the Panel balanced and operational. Candidates

may also be directly invited to apply. The WCPA and other IUCN Commissions will provide a useful platform for sharing the notice and outreaching to potential candidates. Anyone who is interested in becoming a Panel member may make their interest known to the Management Committee.

All potential Panel members shall submit their CV and a short statement on their motivation to join the Panel to the Management Committee. The Management Committee shall screen candidates and recommend potential Panel members to the GLPCA Operational Team. The Operational Team shall suggest the short-listed candidates to the Director of IUCN's Biodiversity Conservation Group and the Director of IUCN GPAP. Based on their judgement, in consultation with the WCPA Chair and in line with the competency requirements detailed below, the IUCN **Director General shall appoint the most suitable candidates to the Panel**.

The Panel should be composed of 7 members, including a Chair. Panel membership shall be composed of individuals from the conservation community and shall be balanced in terms of geographic representation, gender and areas of expertise. Members of the Panel cannot be IUCN Secretariat staff, members of EAGLs or Reviewers / Associate Reviewers to ensure independence of the decision-making process.

The membership of the Panel, with short biographic information, shall be made publicly available on the IUCN GLPCA website by the Operational Team.

Candidates for membership in the GLPCA Panel shall meet the following competency criteria:

1. At least 15 years of international work experience in conservation, preferably with public or private PAs in a professional capacity, such as:

   - PA management and practice

   - Academic research within or about PAs, including social sciences or land-use planning

   - Sustainable development or environmental issues at a management, operational, technical, policy or governance level

   - Development and senior management of other voluntary social or environmental standard systems

2. Recognised leadership within global environmental community

3. Affiliation or experience with community or indigenous stakeholder organisations

4. Good network of international contacts to be able to reach out to key actors

5. Ability to analyse and integrate diverse information from various sources and derive a conclusion from this information

6. Strong oral and written communication skills, ability to craft and deliver messages in an articulate manner

7. Good command of written and spoken English, fluency in other languages desirable

The Panel shall work according to the following operational procedures:

The **tenure** for each member is five years, renewable once.

Participation in the **Panel and its activities shall not be remunerated**, except to cover travel costs to (a) Panel meetings, (b) or if appointed by the Operational Team to represent the GLPCA Programme in other instances.

The Panel shall **meet in sufficient frequency** for Green List purposes, either in person or virtually. They **may invite observers** to specific meeting sessions if needed. Observers can be members of the Management Committee, expert advisors, stakeholders, Reviewers / Associate Reviewers, EAGL members, PA Managers / PA agencies or Mentors. Their role shall be limited to observing and providing points of clarification if requested by the Panel.

The Panel Chair shall open and close the meetings of the Panel, shall direct the discussions, ensure observance of the Panel's operational procedures, accord the right to speak, put questions to the vote and announce decisions. The Chair shall rule on points of order and shall control the maintenance of order.

For each of their meetings, **the Panel shall appoint a Rapporteur** and the Chair shall ensure that the Rapporteur has accurately recorded the Panel's discussions and decisions.

The Panel shall base Green Listing decisions on nominated PAs on:

- Objectivity and equal treatment of all applicant PAs

- Scientific considerations

- The EAGL and Reviewer reports, the narrative summary of the PA

Decisions on approving Adapted Indicators shall be based on:

- Objectivity and equal treatment of all jurisdictions

- Reviewer reports on the adaptation process

- Technical report from the Standards Group on consistency of the Adapted Indicators with the benchmark set by the GLPCA Standard

Decisions on listing and de-listing and on Adapted Indicators shall be made by consensus. If a member of the Panel is not able to participate in a Panel meeting due to exceptional circumstances, they shall make their decisions on nominated PAs known to the other Panel members prior to the meeting.

Members shall abstain from decisions where they have a Conflict of Interest, e.g. on PAs situated in their home countries or with which they have or have had a contractual or other close relationship. However, they may provide other Panel members with relevant information on the PA. Guidance on Conflicts of Interest can be found in Chapter 3 of this document.

The working language of the Panel shall be English and all documents of the Panel shall be issued in English.

Reports from the Panel meetings shall be posted on COMPASS. They shall also be submitted to all other organisations and individuals that attended the respective session. **Information on PAs that were added to the Green List at the Panel meetings shall be posted on the IUCN GLPCA website and on COMPASS** by the Operational Team.

4.4 GLPCA Management Committee

The GLPCA Management Committee ('Management Committee') based in IUCN's GPAP Programme, oversees the strategic development of the GLPCA Programme, meaning they are responsible for decisions related to the direction and management of the Programme.

In order to satisfy its roles and responsibilities as described below, the Management Committee needs to understand the GLPCA Standard and follow the User Manual's rules and procedures. By signing a Declaration of Engagement and implementing its provisions, the Management Committee members demonstrate that this is the case.

The roles and responsibilities of the Management Committee are as follows:

- **Receive training on the GLPCA Standard, its Generic Indicators and its associated User Manual** as appropriate (at least at commencement of appointment and after scheduled Standard, Indicator and User Manual revisions)

- **Set and periodically review the strategic objectives** for the GLPCA Programme to ensure that these address existing and evolving conservation challenges and that the governance and operational framework of the GLPCA Programme is fit for purpose

- **Provide advice to the Operational Team regarding implementation** of the GLPCA Programme

- **Appoint members of the Standards Group and oversee their work** in reviewing and drafting the GLPCA Standard and its associated Generic Indicators and Means of Verification

- **Determine whether the draft Standard and Generic Indicators are ready to be submitted** to the IUCN Council for approval

- **Approve the User Manual's rules and procedures and commission periodic reviews thereof** to ensure they are fit for purpose, especially with regards to IUCN's Environmental and Social Management System (ESMS)

- **Recommend GLPCA Programme naming and branding** decisions to the IUCN Council, as per IUCN's naming and branding procedures

- **As necessary, create and mandate additional sub-groups** to work on specific issues

- **Accept new jurisdictions** for participation in the GLPCA Programme

- **Ensure adequate oversight of the GLPCA Programme** by reviewing reports from the appointed Oversight Body

- **Address complaints** as per chapter 8 below

- **Report to the Director General annually** on its activities.

The Management Committee shall be appointed by the Director General:

It should comprise 6 to 8 members. At least half shall be senior IUCN staff, with the other members drawn from IUCN's Commissions, principally WCPA. The Management Committee shall be co-chaired by the Director of IUCN's GPAP and a

WCPA representative. Membership of the Management Committee should be balanced in terms of representation, geographies and gender.

The Management Committee shall meet in sufficient frequency in person or using virtual means to fulfil its role. Its decisions should be taken by consensus. Where consensus cannot be effected, 80% of its members shall agree on a decision. Where members cannot participate in meetings, they may make their decisions known to the co-chairs by email.

4.5   GLPCA Operational Team

The GLPCA Operational Team ('Operational Team') helps administer, implement and further develop the GLPCA Programme. It is part of IUCN's GPAP and managed by the GLPCA Manager. As needed, IUCN staff from regional and country offices and National Committee members as well as consultants can be assigned to support the team.

The roles and responsibilities of the Operational Team are:

- **Receive training on the GLPCA Standard, its Generic Indicators and its associated User Manual** as appropriate (at least at commencement of appointment and after scheduled Standard, Indicator and User Manual revisions)

- **Coordinate and support implementation of the GLPCA Programme within IUCN**, including setting priorities, managing budgets and employing staff. In doing so, follow the decisions taken by the Management Committee

- **Direct and approve internal procedures and documents** in relation to the GLPCA Programme implementation

- **Liaise with IUCN regional offices, national Committees, country offices and their appointed coordinators** to support the promotion of the GLPCA Programme across the world

- **Coordinate and implement GLPCA communications and outreach** activities to stakeholders and the media and consult with the Management Committee in doing so

- **Build partnerships** to support GLPCA Programme uptake globally

- **Support the Panel in organising its meetings** as required

- **Implement decisions of the Panel** as requested and report on their execution

- **Participate in Management Committee meetings** to ensure streamlining of activities. Contribute to Management Committee discussions, but do not engage in decision-making

- **Support the implementation of the User Manual's rules and procedures** as outlined in this document and as directed by the Management Committee

- **Direct and coordinate the development of the online portal** (COMPASS)

- **Maintain COMPASS and the IUCN GLPCA website** to ensure all relevant information is published as required. Ensure that all participants in the GLPCA Programme can access COMPASS

- **Maintain a source of reference to the latest versions of all approved IUCN policies**, standards, directives, guidelines and advice notes that Adapted Indicators shall comply with

- **Organise periodic reporting and co-ordinate monitoring** of GLPCA Programme progress as requested by the Management Committee

- **Support business planning** in close coordination with the Management Committee

- **Seek ways to increase resources and funding** available to the GLPCA Programme

- **Report to the Management Committee annually** on its activities

4.6   GLPCA Standards Group

The GLPCA Standards Group ('Standards Group') periodically reviews and updates the GLPCA Standard, its Generic Indicators and potential Means of Verification to ensure they reflect current scientific best practice and remain relevant for the evaluation of effectively managed PAs that produce successful conservation outcomes. The Standards Group also provides technical review of any adaptations of the Generic Indicators proposed by EAGLs.

The roles and responsibilities of the Standards Group are as follows:

- **Receive training on the GLPCA Standard, its Generic Indicators and its associated User Manual** as appropriate (at least at commencement of appointment)

- **Draft the GLPCA Standard** under the direction of the Management Committee and in accordance with the effective User Manual's rules and procedures

- **Draft the Generic Indicators and potential Means of Verification for the implementation of the GLPCA Standard** under the direction of the Management Committee and in accordance with the effective rules and procedures of the User Manual

- Undertake **technical reviews of proposed adaptations of the Generic Indicators** and provide feedback in this regard to the respective EAGLs

- **Recommend final proposed adaptations** of the Generic Indicators to the Panel for approval

- **Provide technical advice** to the Management Committee and Operational Team where needed.

The Standards Group members shall be appointed by the Management Committee. Duration of membership shall be limited to one review cycle of the GLPCA Standard, but can be renewed.

The Standards Group shall consist of 6 to 10 members, comprising:

- A representative of the WCPA as Chair

- A maximum of 9 additional experts appointed by the Management Committee

The Management Committee shall ensure that the Standards Group's membership is balanced in including individuals with at least 10 years of experience and expertise in:

- The management of both terrestrial and marine PAs

- The management of PAs in both developed and developing countries

- Scientific research within or about PAs in relation to conservation as well as social issues

- Sustainable development or environmental issues at a management, operational, technical, policy or governance level

- Rights-based approaches and governance issues

- Indigenous Peoples' and community rights and governance issues

- Other skills relevant to PAs (business, tourism, education or communications)

Participation in the **Standards Group and its activities shall not be remunerated**, except to cover travel costs to (a) Standards Group meetings, (b) or if appointed by the Panel or the Management Committee to represent the GLPCA Programme in other instances.

The Standards Group may meet in person or using virtual means. **The frequency of meetings shall be decided by the Group itself** and shall depend on direction from the Management Committee.

Standards Group decisions should be taken by consensus. Where consensus cannot be effected, 80% of its members shall agree on a decision. Where members cannot participate in meetings, they may make their decisions known to the other members by email in advance.

Additional Management Committee or Operational Team members may attend Standards Group meetings to contribute to discussions and help facilitate the meeting. If they are not listed as members of the Group, they shall not engage in decision-making.

The Standards Group shall publish any required documentation on the IUCN GLPCA website and on COMPASS via the Operational Team.

4.7   EAGLs (Expert Assessment Groups – Green List)

EAGLs are jurisdictional expert bodies convened by WCPA and approved by an assigned Reviewer. The jurisdiction of an EAGL is geographic (e.g. a country or region within a country). The primary tasks of an EAGL are to ensure that the GLPCA Standard is applicable in their jurisdiction and to evaluate PAs against the Indicators of the Standard.

In order to satisfy its roles and responsibilities as described below, the EAGLs need to understand the GLPCA Standard and follow the User Manual's rules and procedures. By signing a Declaration of Engagement and implementing its provisions, the EAGL members demonstrate that this is the case.

The roles and responsibilities of the EAGLs are as follows:

- **Receive training on the GLPCA Standard, its Generic Indicators and its associated User Manual** as appropriate (at least at commencement of appointment and after scheduled Standard, Indicator and User Manual revisions)

- Establish a **working relationship with the assigned Reviewer(s) / Associate Reviewer(s)** to enable formation of the EAGL, adaptations of the Generic Indicators and evaluations of PAs

- If necessary, **adapt the Generic Indicators** as per the rules and procedures of this User Manual to make them applicable to the respective jurisdictional context

- **Evaluate PAs** for compliance with the approved Indicators following the User Manual's rules and procedures and recommend PAs for addition to the Green List if they are found to comply with all Indicators

- **Deal with received alerts to potential Triggers for unscheduled reviews** of Green List PAs

- **Coordinate its work with the nearest representatives** of the IUCN GLPCA Programme, WCPA and, wherever possible, with relevant authorities

- **Support Green List communication efforts of the Operational Team and Green List PAs** where needed and appropriate.

The process for setting up an EAGL is as follows:

An EAGL should generally be composed of 5 to 15 expert volunteers. As a group, they must be able to adequately assess the applicability of the Generic Indicators and, if necessary, adapt them to the jurisdictional context. They should also be competent to judge whether a PA meets the approved Indicators. This is of paramount importance and has to happen on the basis of objectivity, rigor and independence.

Any PA, PA agency or other organisation that wants to establish the Green List process in a region where no EAGL exists, shall contact the respective WCPA Regional Vice Chair (listed under https://www.iucn.org/protected-areas/world-commission-protected-areas/about/contact/wcpa-steering-committee, the relevant IUCN regional or country office or National Committee, and the Operational Team. Support from existing EAGLs and experienced IUCN and partner staff should be sought. To establish a new EAGL, the WCPA Regional Vice-Chair shall **issue a wide-spread call for EAGL member applications.** A number of different channels shall be used to reach as many suitable candidates as possible. The call should specify the roles and responsibilities of an EAGL and the required competency criteria listed below. It should also note that interested individuals should be prepared to dedicate the required time to the GLPCA Programme (see below).

Interested individuals shall send to the WCPA Regional Vice Chair and the respective Reviewer the following information:

- A complete CV

- A short statement on why they are keen to join the EAGL

- A self-evaluation of their level of expertise in relevant areas (via a template provided by the WCPA Regional Vice-Chair)

- A commitment to dedicate **a minimum of 10 hours of volunteer time per month** to the EAGL tasks

The WCPA Regional Vice Chair shall propose suitable members for the EAGL. In doing so, they shall ensure that the potential EAGL members have:

- A balanced skill-set as a group

- Inclusive and balanced demographic and geographic representation as a group, such as Indigenous Peoples

- A reasonable balance of gender as a group

- Sufficient experience to meet the competency criteria outlined below, and comprise at least one Young Professional (as per IUCN criteria, see below)

From the pool of interested individuals, the WCPA Regional Vice Chair shall select those candidates whom they deem most suitable for the role of an EAGL member. **The WCPA Regional Vice Chair shall forward the names of the proposed EAGL members to the Reviewer / Associate Reviewer for approval,** together with a note on why they are proposing these candidates.

The Reviewer / Associate Reviewer shall consider the proposed candidates for EAGL membership based on the information and recommendations provided by the WCPA Regional Vice Chair. If they find the candidates to be suitable and meeting the competency criteria listed below, they shall inform the WCPA Regional Vice-Chair accordingly. Once the Reviewer is satisfied with the composition of the EAGL, they shall inform the WCPA Regional Vice-Chair and the Operational Team accordingly.

The Operational Team shall email to the EAGL members, welcoming them to the GLPCA Programme and providing them with a login to COMPASS. The EAGL members shall register the required information (as provided to the WCPA Regional Vice-Chair) on COMPASS and shall confirm their commitment to the Green List by accepting the 'Declaration of Engagement'.

When all EAGL members have accepted the 'Declaration of Engagement', the Operational Team shall publish the EAGL membership with short biographic details on the IUCN GLPCA website and shall inform the WCPA Regional Vice-Chair and IUCN member organisations within the jurisdiction about the formation. **All EAGL members shall be offered membership of the WCPA** (World Commission on Protected Areas).
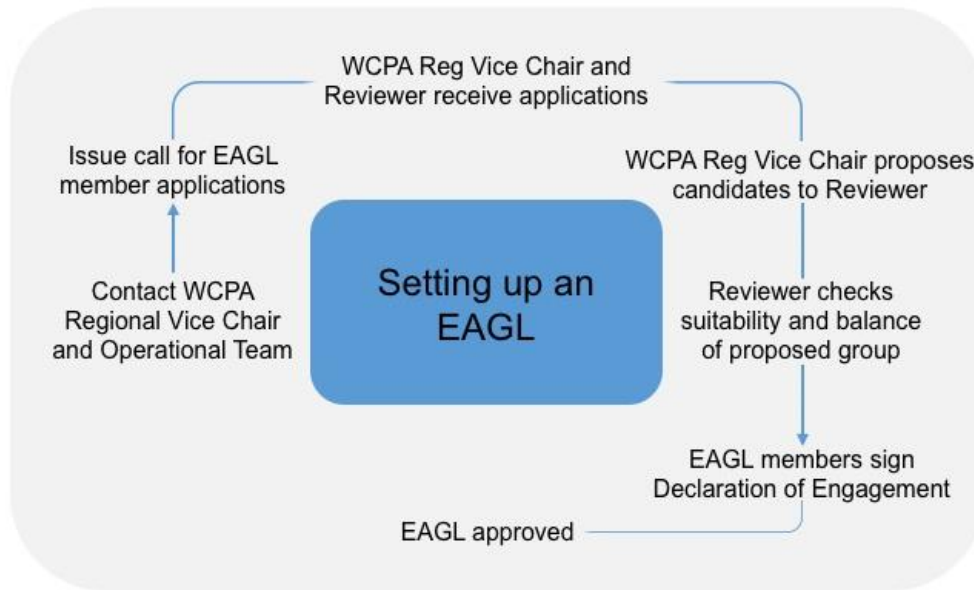
Figure 10: Process for the setting up an EAGL

The WCPA Regional Vice-Chair shall assist the new EAGL in identifying and appointing an EAGL Chair.

Any proposed new EAGL members to join the group after its establishment shall be invited by the EAGL Chair after consultation with the WCPA Regional Vice-Chair and shall be approved by the Reviewer as per the procedure above. They must sign the Declaration of Engagement. The same procedure applies to additional members to be drawn in if needed, for example for thematic sub-groups such as on species conservation.

Candidates for membership in a jurisdictional EAGL shall meet the following competency criteria:

1. At least ten years of work experience with public or private PAs in a professional capacity, such as:

    *   PA management and specific knowledge of PAs in the jurisdiction

    *   Government ministry or PA agency

    *   Community or economic development

    *   Independent auditing or assessment of PAs

    *   Scientific research within or about PAs

    *   Other academic research within or about PAs, including social sciences

    *   Sustainable development or environmental issues at a management, operational, technical, policy or governance level

    *   Community or indigenous stakeholder organisations, if relevant in the context of the jurisdiction

Each EAGL should also include one Young Professional with at least 5 years of relevant work experience

2. Good network of regional contacts to be able to reach out to key actors

3. Ability to analyse and integrate diverse information from various sources and derive a conclusion from this information

4. Strong oral communication skills, ability to craft and deliver messages in an articulate manner

5. Fluency in the local language(s) of the jurisdiction

6. Basic command of written and spoken English is desirable.

There should be at least one member with more than 15 years of experience from any of the 4 top areas listed under competency criterion 1.

The EAGL Chair shall meet competency criteria 1-5 above and in addition have:

1. Regionally recognised leadership in PA issues

2. Skills in conflict resolution and negotiation

3. Strong written communication skills

4. Fluency in written and spoken English.

The EAGL shall work according to the following operational procedures:

Participation in an EAGL shall be pro bono. However, travel and subsistence costs shall be met by a PA on the occasion of a PA site visit.

As mentioned above, all EAGL members shall sign a **Declaration of Engagement** before official acceptance into the EAGL. The EAGL Chair shall ensure that its Members Declarations are **regularly updated and reviewed by the Reviewer / Associate Reviewer.**

The EAGL shall meet virtually or in person as required to fulfil its roles and responsibilities and shall define its ways of working together.

Recommendations and decisions of the EAGL shall be made by consensus. Where consensus cannot be effected, at least 80% of the EAGL members have to agree on a recommendation or decision for it to become effective. The Reviewer shall give their consent that a recommendation or decision is made in the absence of consensus. The reasons for disagreement shall be documented in the EAGL reports. If an EAGL member cannot participate in a meeting, they shall inform the other EAGL members of their recommendations and decisions beforehand.

The basis for EAGL recommendations and decisions shall be:

• Objectivity and equal treatment of all applicant PAs

• Scientific considerations

• PA documentation consisting of their self-assessments, implemented action plans, evidence, material stakeholder submissions, the evaluations carried out by EAGLs and the recommendations by Reviewers / Associate Reviewers.

Where EAGL sub-groups exist, they shall not take decisions on PA applications or Adapted Indicators. They have to brief the entire EAGL on their

findings and deliberations during one of the EAGL meetings or in writing and the collective EAGL shall vote on PAs and Adapted Indicators. The EAGL's discussions shall be documented.

EAGL members shall abstain from decisions where they have a Conflict of Interest, e.g. on PAs with which they have or have had a contractual or other close relationship. However, they may contribute to the discussion on the PA. Guidance on Conflicts of Interest can be found in Chapter 3 of the GLPCA User Manual.

EAGL members shall work periodically to assess the relevance of Generic Indicators and any existing approved Adaptations. **With consensus the EAGL Chair shall convene a new Indicator adaptation process**.

The EAGL can choose which working mode is most suitable for adapting Indicators. They can seek support from across the GLPCA network to benefit from lessons learned on process and from good practice examples.

Once the EAGL has agreed on a first proposal for Adapted Indicators, they shall submit it to the Standards Group via COMPASS. The EAGL shall develop a final proposal for Adapted Indicators, taking into account any feedback from the Standards Group.

When the EAGL has reached consensus on the proposed final Adapted Indicators, it shall share it for stakeholder input, as per the Standard development procedure outlined in the User Manual Chapter 2. Once any stakeholder feedback has been considered and incorporated where sensible, **the proposal is formally submitted to the Standards Group for approval.**

Guidance on EAGLs

EAGL members are appointed for their personal expertise, not for representation of the organisation they may work for.

EAGLs may use facilitators such as IUCN offices or NGOs to help organise and host meetings, make travel arrangements, etc.

Apart from using sub-groups to complement an existing EAGL, **the EAGLs may choose to call on other experts to advise on certain topics.** These advisors do not have to be approved by the Reviewer, but the Reviewer should be informed about them and their expertise. **The external experts shall not participate in decision-making.** Their role shall be limited to giving advice.

The EAGL should consider replacing any members that do not contribute to the work of the EAGL. Any new members have to go through the approval process outlined in this document.

It is also advised to rotate members, with a suggested minimum of two years of membership and a maximum of five years.

4.8   Reviewers and Associate Reviewers

Reviewers are independent qualified auditors or competent individuals with relevant expertise. Their role is to ensure that the rules and procedures of the User Manual are consistently applied in the GLPCA process, resulting in adequate adaptations of the Generic Indicators, Green Listing decisions that are based on appropriate evidence and appropriate stakeholder engagement in PA assessments.

Reviewers will operate at a regional level, generally consistent with the scope and country inclusion of IUCN's regional Programme offices.

Within a region, a Reviewer may be supported by an Associate Reviewer. Associate Reviewers might be deployed to ensure adequate coverage for larger and more diverse jurisdictions, to provide good service to regions with a high number of potential jurisdictions and to ensure social, cultural and linguistic alignment of the assurance provided for the GLPCA Programme.

The roles and responsibilities of Reviewers are as follows:

- **Receive training on the GLPCA Standard, its Generic Indicators and its associated User Manual** as appropriate (at least at commencement of appointment and after scheduled Standard, Indicator and User Manual revisions)

- **Verify that the GLPCA Standard is developed in accordance with the User Manual**'s rules and procedures

- **Approve the proposed membership of an EAGL** to ensure it has the required competence, independence and commitment

- **Verify that any adaptation process for Generic Indicators within a jurisdiction is in accordance with IUCN policies**, standards, directives, guidelines and advice notes, and harmonised with other similar standards

- **Verify that the User Manual's rules and procedures are followed throughout the Green List process.** In particular:

  - Evaluate the quality of EAGL discussions on PAs by participating in-person or virtually in relevant EAGL meetings and by reviewing their reports. If needed, help facilitate in-depth EAGL discussion of a PA application during EAGL meetings

  - Ensure that any recommendations on PAs by the EAGL are substantiated by sufficient evidence

  - If appropriate, consent to an EAGL recommendation or decision that is not based on consensus, where at least 80% of EAGL members agree on the proposed recommendation or decision. Document the consent – if given – on COMPASS

  - Confirm that comprehensive efforts to engage stakeholders have been made and that their input has been taken into account in the case of EAGL adaptations of Generic Indicators and during site visits

- **Validate EAGL investigations into potential Triggers for unscheduled reviews of Green List PAs** to ensure that the processes are sound and thorough and that any decisions are based on sufficient evidence

- **Request updated EAGL member Declarations of Engagement** and make recommendations to the EAGL Chair where these seem to not be implemented as intended.

The roles and responsibilities of Associate Reviewers are as follows:

- **Receive training on the GLPCA Standard, its Generic Indicators and its associated User Manual** as appropriate (at least at commencement of appointment and after scheduled Standard, Indicator and User Manual revisions)

- **Review the proposed membership of an EAGL** for required competence, independence and commitment, and discuss the EAGL composition with the Reviewer who will approve it or request changes

- **Brief the Reviewer on how Generic Indicators have been adapted** to enable them to decide whether the adaptation has been in accordance with IUCN policies, standards, directives, guidelines and advice notes, and harmonised with other similar standards

- **Assist the Reviewer in verifying that the User Manual's rules and procedures have been followed throughout the Green List process.** In particular:

  - Brief the Reviewer on the quality of EAGL discussions on applicant PAs after participating in-person or virtually in relevant EAGL meetings and reviewing their reports

  - Brief the Reviewer on evidence that has been submitted to support EAGL recommendations on PAs

  - Brief the Reviewer on efforts that have been made to engage stakeholders and to take account of their input during Generic Indicators adaptations and during site visits

- **If needed, help facilitate in-depth EAGL discussion of a PA** application during EAGL meetings

- **Assist the Reviewer in validating EAGL investigations into potential Triggers for unscheduled reviews of Green List PAs** to ensure that the processes are sound and thorough and that any decisions are based on sufficient evidence

- **Request updated EAGL member Declarations of Engagement** and make recommendations to the EAGL Chair where these seem to not be implemented as intended.

Where a Reviewer works with a jurisdiction through an Associate Reviewer, they need to coordinate closely to ensure their roles and responsibilities are entirely met and they act in unison. The Associate Reviewer shall be directed by and report to the Reviewer.

Both, Reviewers and Associate Reviewers should meet the following competency criteria:

1. Experience in evaluating stakeholder consultation processes

2. Ability to communicate well with individuals at any socioeconomic, professional, political, or educational level

3. Strong negotiating skills

4. Ability to analyse and integrate diverse information from various sources and derive a conclusion from this information

5. Strong oral and written communication skills, ability to craft and deliver messages in an articulate manner

6. Fluency in the local language(s) of the PA's jurisdiction

7. Understanding of relevant ecosystem, cultural and social issues in the region where the respective PA is located

8. Good command of written and spoken English.

Reviewers should meet the following competency criteria, in addition to points 1-8 above:

1. Lead auditor training or qualification in ISO/IEC 19011, ISO 9000 or ISO 14001, or FSC forest management or other relevant other experience

2. At least five years of work in conformity assessment as a lead auditor or in relevant other roles

Associate Reviewers should meet the following competency criterion, in addition to points 1-8 above:

1. Post-graduate degree or professional experience in a field relevant to PAs

Reviewers and Associate Reviewers shall work according to the following operational procedures:

They shall be contracted by the Oversight Body and report to them.

Reviewers shall be remunerated according to the terms of their contract. Necessary travel and subsistence costs shall be reimbursed, subject to prior approval by the Oversight Body.

Associate Reviewers are given the opportunity to acquire valuable auditing skills and gather experience in the GLPCA Programme that will benefit their career. **As such, Associate Reviewers will generally receive an honorarium.** Necessary travel and subsistence costs shall be reimbursed, subject to prior approval by the Oversight Body.

Reviewers and Associate Reviewers shall complete and **submit a formal Declaration of Conflict of Interest** to the Oversight Body before assignment to an EAGL.

Reviewers and Associate Reviewers shall not offer advice to PAs and Mentors on how to come into compliance with the Generic or Adapted Indicators of the GLPCA Standard.

Formal decision-making power on PA Green Listing resides with the Panel. As such, **Reviewers and Associate Reviewers make technical recommendations on the Green List process and the Indicator adaptation process** to the Panel, the EAGLs, and potentially the PAs and their Mentors. Although their recommendations shall not be binding, any deviation from them shall be justified in writing by the affected group. Notwithstanding the foregoing, if there is no satisfactory justification, the recommendations should be considered binding, and the affected group/s should

take all actions recommended by the Reviewer / the Associate Reviewer within the designated period.

Reviewers and Associate Reviewers may be challenged by an EAGL for justifiable reasons. In the case of persistent disagreement, the matter shall be brought to the attention of the Management Committee to resolve.

4.9   Oversight Body

The Oversight Body is an expert body assigned by the Management Committee on behalf of the Director General. The Oversight Body advises on the assurance procedure and thus ensures independence of standard-setting and evaluation. The Oversight Body also effects competence of relevant participants in the Green List process. Oversight therefore plays an important role for the credibility of the GLPCA Programme.

The roles and responsibilities of the Oversight Body are as follows:

- **Advise on the User Manual's rules and procedures** [this document] and lead its drafting. The User Manual describes who, when and how the different steps of standard development and of the Green List process are to be carried out

- **Advise the Management Committee** on assurance questions and issues

- **Deal with potential breaches** of the User Manual's rules and procedures brought to the Oversight Body's attention as per chapter 5 of this document

- **Appoint Reviewers and Associate Reviewers** as per the Terms of Reference for these roles

- **Develop and deliver training and capacity building framework** on the GLPCA Standard and its related rules and procedures for EAGLs, the Panel and the Management Committee

- **Develop online orientation** for PAs and Mentors

- **Develop and provide tailored training to Reviewers and Associate Reviewers** on the GLPCA Standard and the User Manual's rules and procedures, as well as on auditing abilities to make sure they are competent and consistent in how they conduct reviews

- **Ensure the various GLPCA participants undergo and pass training** on a regular basis

- **Conduct regular competence and performance reviews of** EAGLs, the Panel, Reviewers and Associate Reviewers. This should include interviews with involved stakeholders of the Green List process. If needed, adjust the training framework as needed

- **On request of the Management Committee, carry out periodic reviews of** the User Manual's rules and procedures, its application and its requirements for participants in the GLPCA Programme and suggest necessary adaptations to the Management Committee to meet the purpose of the GLPCA Programme

- **Annually report to the Management Committee** on its activities

4.10   PA Managers / PA agencies

Green List applications can be submitted by the PA management, empowered PA staff or the respective PA agency. Whoever submits the application form is responsible for the Green List activities of the applicant PA.

The roles and responsibilities of the PAs / PA agencies are as follows:

- **Familiarise with the GLPCA Standard and the User Manual's rules and procedures** before engaging in the Green List process. I.e. study this document and take online orientation offered by the Oversight Body

- **Appoint Mentor(s)** if needed

- **Prepare the Green List application** with the support of a Mentor, if required. This should include developing a work plan and schedule for completion of the PA's application, collating PA performance evidence and ensuring their accuracy, defining and implementing action plans, and engaging stakeholders in the process

- If Green List status is achieved, **demonstrate that the performance level required by the Indicators is maintained throughout the duration of the Green List status**, which shall be demonstrated by a mid-term review

- **Consider applying for renewal of the Green List status**, which will normally be due in the fifth year of its achievement (i.e. apply for renewal four years after being added to the Green List).

4.11   Mentors

Mentors assist PAs in participating in the GLPCA Programme. Using a Mentor is not mandatory for Green Listing. It is up to the PA to decide whether they want to make use of a Mentor or not.

Mentors are appointed by the PA. Mentors can be IUCN staff, WCPA experts or any other competent individual. However, they cannot be a member of an EAGL, a member of the Panel, the Management Committee, the Operational Team or a Reviewer / Associate Reviewer, to avoid Conflicts of Interest.

The roles and responsibilities of Mentors are as follows:

- **Familiarise with the GLPCA Standard and the User Manual's rules and procedures** before engaging in the Green List process. I.e. study this document and take online orientation offered by the Oversight Body

- **Advise the PA on the Green List process**, its requirements and rules and procedures

- **Support the PA in collating evidence for the purpose of Green Listing**, **in developing and implementing action plans** required to achieve the approved Adapted Indicators and in engaging stakeholders

- **Promote the GLPCA Programme to PAs** in the jurisdiction.

It is advised that Mentors meet the following competency criteria:

1. Knowledge of PA management and specific knowledge of the PA applying for Green Listing

2. Demonstrated connection with PA managers, functionaries and stakeholders in the PA's area

3. Good negotiating skills and the ability to achieve consensus among conflicting interest groups

4. Good writing and analytical skills

5. Good command of the language spoken in the PA's area

6. Where necessary to support the PA's Green List application, good command of written and spoken English

Mentors shall be appointed by the PA. Potential remuneration for their role and covering travel costs shall be discussed and agreed between the Mentor and the PA or the respective PA agency.

4.12   GLPCA Partnership Group

The purpose of the GLPCA Partnership Group ('Partnership Group') is to ensure that stakeholders can contribute to the development and implementation of the GLPCA Programme, thereby making it relevant and meaningful.

Through stakeholder mapping and active outreach, the Management Committee shall aim to ensure that the **Partnership Group includes individuals and/or organisations representing the full range of geographical regions and technical contexts** in which the GLPCA Standard will be applied. Its members should comprise representatives from government, PA management, NGOs, potentially affected communities and Indigenous Peoples, scientists and academia, PA financiers, and other experts invited by the Management Committee.

Together with the Panel, the Management Committee shall work to engage strategic partners in the Group.

The roles and responsibilities of the Partnership Group are as follows:

- **Engage with the GLPCA Programme at institutional level**. The Group shall make recommendations on the strategic direction of the Programme, its activities and occasional reviews of the GLPCA Standard and the rules and procedures of the User Manual

- **Help harmonise and streamline the GLPCA Programme with other similar and relevant initiatives** such as WWF's CA|TS and IUCN's WHO

- **Support the promotion of the GLPCA Programme** through communication and outreach to potential applicant PAs, the public and other stakeholders

- **Help establish and maintain strong collaboration with key entities**, institutions and partners, including:

  - the WCPA to encourage WCPA member involvement in the GLPCA Programme via roles as EAGL or Management Committee members, Mentors, Reviewers and/or the Panel itself

- the CBD, especially on the role of the GLPCA Programme in promoting the quality elements of Aichi target 11 and other related components of the CBD Strategic Plan 2011
- the World Heritage Convention, Ramsar Convention, and others

5 Complying with the rules and procedures and variations

All participants in the GLPCA Programme shall operate according to the User Manual's rules and procedures. Where participants or stakeholders become aware of potential breaches of the rules and procedures, they shall notify the Oversight Body who will look into the matter and decide on an appropriate course of action.

Variations to the rules and procedures for the GLPCA Standard development shall be approved by the Management Committee in exceptional circumstances. These may include:

- Compliance is not possible for reasons beyond the control of the Management Committee and/or the Standards Group

- The Management Committee determines that an alternative process would better achieve the GLPCA Programme's objectives.

The Management Committee shall document any such granted variation in writing and include it in the report submitted to the Panel for approval of the final GLPCA Standard.

Variations to the User Manual's rules and procedures may be requested by a PA or an EAGL. They have to be approved by the respective Reviewer by means of a formal, reasoned justification. In the case of a PA requesting a variation, the allocated EAGL shall review the request and refer it to the Reviewer if it agrees to the variation.

6 Document control and translations

The approved GLPCA Standard and the GLPCA User Manual shall contain a header or footer indicating the document name and version number, and shall state the scope and effective date.

Other documents shall contain a header or footer indicating the name, date, author(s), and whether it is a public or confidential document.

Translations of the approved Standard(s), Generic and Adapted Indicators, potential Means of Verification need to be approved by the Management Committee (who can outsource this task to an adequate body). The names and affiliations of the translators shall be included in relevant reports. Translators shall follow the guidance available from the Operational Team to ensure translations are adequate.

7   Recording and publishing information

The Operational Team shall keep the following files on COMPASS:

- The effective GLPCA User Manual

- An up to date version of the Glossary

Related to the development of the GLPCA Standard and its Generic Indicators, the Operational Team shall ensure that the following records are kept on COMPASS and are made available for review on request by any stakeholder:

- Approved GLPCA Standard(s) and Generic Indicators with guidance notes

- Potential Means of Verification

- Copies of drafts of the GLPCA Standard and Generic Indicators circulated for formal review

- Names and affiliations of organisations, groups and/or individuals invited to comment on the GLPCA Standard and Generic Indicators during each stage of its development or revision

- Names and affiliations of the members of the Standards Group and invited experts who participated in the review and revision of each draft Standard and Generic Indicators

- Copies of all comments received on drafts of the GLPCA Standard and Generic Indicators circulated for formal review

- A synopsis of the comments received in response to each draft of the GLPCA Standard and Generic Indicators circulated for formal review, together with an explanation of how the comments were subsequently taken into account

- A description of and explanation for any variation from the effective User Manual's rules and procedures for GLPCA Standard and Generic Indicator development

- The report of the Operational Team on the implementation of the Standard development procedure showing how the User Manual's rules and procedures were implemented

- All formal decisions of the Standards Group, the Management Committee and the IUCN Council in relation to the development and approval of the GLPCA Standard and Generic Indicators

- Any complaints received about the GLPCA Standard, its Generic Indicators and the GLPCA User Manual.

Related to the adaptation of Generic Indicators and Green List applications by PAs, the following information shall be held on COMPASS, shall be accessible by all participants in the Green List process and shall be provided to stakeholders on request:

To be posted by the EAGLs:

- Approved Generic and Adapted Indicators

- Potential Means of Verification

- The EAGL recommendations on PAs in English

- Responses to and decisions on received alerts about potential Triggers for unscheduled reviews of Green List PAs

- Brief biographies, relevant qualifications and contact details of the EAGL members (in the regional language)

To be posted by the Reviewers / Associate Reviewer:

- The Reviewer verifications of PA evaluation processes in English and recommendations related to them

- Granted variations from the User Manual's rules and procedures

- Received complaints about Adapted Indicators, Green List participants and the implementation of the GLPCA User Manual with a description of how they were addressed

- Description of resolved complaints

- Responses to and decisions on received alerts about potential Triggers for unscheduled reviews of Green List PAs

To be posted by the PAs:

- The names, locations, conservation values, contact information of all PAs that are applying for, have been added to or have been removed from the Green List

- A narrative summary of each PA in English and in the regional language

- The final self-assessment of a PA

- Any evidence (e.g. management plans, photos, maps) supporting a PA's application

- The PA's stakeholder mapping

- PA requests for stakeholder input

- Stakeholder submissions that are material to the PA evaluation

To be posted by the Operational Team:

- The Panel decisions on PAs in English

- Brief biographies, relevant qualifications and contact details of the Management Committee and Panel members (in the regional language)

- Summaries of the Panel discussions in English

- Any alerts to potential Triggers received relating to the performance and operations of PAs participating in the GLPCA Programme

The following information shall be available on COMPASS but with restricted access (except where the authorities must be notified by law):

Accessible by the respective EAGL, Reviewer / Associate Reviewer and the Panel: Alerts about potential Triggers and negative comments by PA stakeholders who request confidentiality

Accessible by the respective PA, Mentor, EAGL, Reviewer / Associate Reviewer and the Panel:

- English summaries of the EAGL and Panel discussions, when a majority of the members decide to limit access to the minutes in exceptional cases

- Information covered by PA confidentiality agreements

- Information that is the subject of relevant national privacy or data protection legislation

- Information that, if published, could jeopardise the conservation mission of the PA (e.g. PA actions on combating poaching)

The following information shall be published on the IUCN GLPCA website and, where relevant, on the Protected Planet portal:

- Approved GLPCA Standard(s) and guidance notes

- Approved Generic and Adapted Indicators

- Potential Means of Verification

- Effective GLPCA User Manual

- The names, locations, conservation values, contact information of all PAs that are applying for, have been added to or have been removed from the Green List

- A narrative summary of each PA in English and in the regional language

- The EAGL and Reviewer recommendations on PAs in English

- The Panel decisions on PAs in English

- Brief biographies of the EAGL, Management Committee and Panel members

Stakeholders may request further information and documentation from the Operational Team if they wish.

All information listed above shall be available free of charge.

8   Complaints and resolutions

Any stakeholder has the right to raise concerns and submit complaints in writing about any aspects of the GLPCA Programme.

IUCN, the owner of the GLPCA Standard, shall have an accessible mechanism on the IUCN GLPCA website to identify, hear and resolve complaints about:

- The content of the GLPCA Standard and its Generic Indicators

- The content of the rules and procedures described in the GLPCA User Manual

Received complaints shall be documented and maintained by the Operational Team for reference when the GLPCA Standard, the Generic Indicators and the GLPCA User Manual are next reviewed.

The Reviewer / Associate Reviewer responsible for the respective jurisdiction shall be contacted to voice complaints about:

- The implementation of the rules and procedures of the GLPCA User Manual

- The actions or inactions of any Green List participant as they relate to the GLPCA Programme in the jurisdiction

- The content of the Adapted Indicators.

The Reviewer / Associate Reviewer shall liaise with the Green List participant/s that have given rise to the complaint and shall seek ways to address the complaint in consultation with the complaining party and the respective participant/s.

Where the complaint suggests that a Green Listed PA has fallen out of compliance with the requirements of the approved Adapted Indicators, the Reviewer / Associate Reviewer and the EAGL shall discuss the issue and agree on how to address it. This includes alerts to 'Triggers' (see chapter 3.4) that can set in motion a review of a PA's Green List status, over and above the normal review and renewal cycle.

Complaints of any kind, including unscheduled reviews of Green List PAs, and how they were addressed shall be documented on COMPASS.

ANNEX: References

- Colchester, M. and Mackay, F. 2004. In Search of Middle Ground: Indigenous Peoples, Collective Representation and the Right to Free, Prior and Informed Consent. Forest Peoples Programme. pp. 8-14. http://www.forestpeoples.org/sites/fpp/files/publication/2010/08/fpicipsaug04eng.pdf

- Convention on Biological Diversity, Article 8(j) - Traditional Knowledge, Innovations and Practices, https://www.cbd.int/traditional

- FSC-STD-20-002 (V3-0) EN Structure, content and local adaptation of Generic Forest Stewardship Standards https://ic.fsc.org/preview.fsc-std-20-002-v3-0-en-structure-content-and-local-adaptation-of-generic-forest-stewardship-standards.a-522.pdf

- FSC-STD-20-006 (V3-0) EN Stakeholder consultation for forest evaluations, August, 2009, https://ic.fsc.org/preview.fsc-std-20-006-v3-0-en-stakeholder-consultation-for-forest-evaluations.a-523.pdf

- ILO Convention 169 - Indigenous Convention concerning Indigenous and Tribal Peoples in Independent Countries (Entry into force: 05 Sep 1991), http://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12100:0::NO::P12100_ILO_CODE:C169

- ISEAL Code of Good Practice for Setting Social and Environmental Standards, version 6 December 2014, http://www.isealalliance.org/online-community/resources/iseal-standard-setting-code

- ISEAL Credibility Principles, version 1 June 2013, http://www.isealalliance.org/sites/default/files/Credibility%20Principles%20v1.0%20low%20res.pdf

- IUCN's Environmental and Social Management System – Standard on Indigenous Peoples https://www.iucn.org/about/values/ and http://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12100:0::NO::P12100_ILO_CODE:C169)

- V[th] IUCN World Parks Congress Durban Action Plan ["Durban Action Plan"] (2003), Outcome 5: The Rights of Indigenous Peoples, Mobile peoples and Local Communities Recognized and Guaranteed in Relation to Natural Resources and Biodiversity Conservation (and Key Targets 8, 9, and 10), https://cmsdata.iucn.org/downloads/durbanactionen.pdf

- V[th] IUCN World Parks Congress Durban Accord (2003), http://cmsdata.iucn.org/downloads/durbanaccorden.pdf

- VIth IUCN World Parks Congress Sydney (2014), The Promise of Sydney: The Promise of Sydney represents the collective outcomes of the IUCN World Parks Congress in November 2014. Inscribed in the Promise is a vision that reflects a set of high-level aspirations and recommendations for the change we need in the coming decade to enhance implementation of conservation and development goals for parks, people and the planet. http://worldparkscongress.org/about/promise_of_sydney.html