

SCIENCES COMMITTEE

1. The UK National Commission for UNESCO, an independent organisation, works within the context of Her Majesty's Government's three main objectives in its relationship with UNESCO:
 - to develop UK input to UNESCO policy-making and debate, from all parts of the UK and all sections of society;
 - to build a more effective UNESCO which achieves positive outcomes, especially in poorer countries, in areas for which it has competence;
 - to encourage support in the UK for UNESCO's ideals and work.
2. The Sciences Committee, working in partnership with Government and maintaining close collaboration with the UK Permanent Delegation to UNESCO, and referring through the Board of Directors of the National Commission as appropriate, will on matters relating to aspects of science, engineering and technology and social and human sciences:
 - provide expert analysis, comment and advice as input to UK policy-making on UNESCO programmes and issues;
 - bring to the attention of Government aspects of UNESCO policy or matters in which UNESCO has legitimate interest, which in the Committee's opinion need to be reviewed or enhanced by Government;
 - participate as far as practical in UNESCO's programmes, their initiation, preparation and evaluation, in debates and in decision-making activities;
 - encourage and facilitate the use of UK expertise in science, engineering and technology and social and human sciences around the world, especially within developing countries;
 - develop, within the UK, a greater understanding of UNESCO, and encourage wider participation in its programmes and debates;
 - develop constructive working relationships with the UNESCO Secretariat and with other National Commissions;
 - participate in the management of UNESCO activities in the UK.
3. The National Commission and its Committees and Working Groups are inclusive of all UK interests, regional and sectoral (including devolved administrations, government departments, and civil society institutions), and undertake their work in a climate of open discussion while seeking practical solutions to issues under consideration.
4. The Sciences Committee has a number of Working Groups, formed around its priority areas of interest and all operate under the following general guidelines (in addition to their individual terms of reference):
 - The Working Groups are established by the Sciences Committee with a designated Chair for each group;

- The Working Groups operate within the mandate of the parent body, the National Commission's Sciences Committee. They work under the direction of, and report to, the Sciences Committee through the Working Group Chair;
- The Working Groups cooperate with one another, and with other parts of the UK National Commission, in projects and programmes relevant to their individual mandates in order to avoid unnecessary duplication and to maximise synergy;
- Formal communications with HM Government and other bodies will follow established protocols, and be circulated under the authority of the Sciences Committee or the National Commission's Board of Directors as appropriate. Copies of correspondence, working papers *et cetera*. will normally be copied to the National Commission Secretariat (for information and archiving) and to the Chair of the Sciences Committee;
- Members of Working Groups will be nominated by the Sciences Committee from among its members. A Working Group may also co-opt members or invite as observers other appropriate people who can contribute to its work. Such co-options are subject to confirmation by the Chair of the Sciences Committee:
 - Working Group members are expected to contribute their own particular professional expertise to the work of the group.
 - Members of Working Groups are expected to work with the support of the National Commission's Secretariat, regularly attend and actively participate in Working Group meetings, bring any information to share with the Working Group, perform Working Group work outside of meetings and help achieve a balanced workload among members.
 - Volunteers may be recruited under the direction of the respective Working Group Chair to undertake specific tasks on an ad-hoc basis for the support and execution of particular Working Group activities.

Approved: 11 December 2009