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**NOMINATION, SELECTION AND APPOINTMENT PROCEDURES**

**OF THE MEMBERS OF**

**THE WORLD COMMITTEE ON TOURISM ETHICS**

The World Committee on Tourism Ethics (WCTE) is the impartial body responsible for interpreting, applying and evaluating the provisions of the Global Code of Ethics for Tourism (GCET). For further information, please see the annexed UNWTO General Assembly resolution A/RES/607(XIX) of 8-14 October 2011.

The Committee is composed of nine personalities, specifically, **a chairperson** and **eight members.**

1. **Profile of candidates**

**Who can apply?**

Eligible candidates for the Committee should be eminent personalities who are independent and impartial, with a high moral character and personal integrity, as well as nationally or internationally recognised competence in a number of fields, not necessarily directly related to tourism.

The requirement of independence and impartiality are not compatible with the appointment of individuals who currently hold decision-making positions within national tourism administrations, the executive or legislative branches of their governments, or any other organisation or entity which may give rise to a conflict of interest with the responsibilities inherent to their mandate as Members of the Committee.

Good communication skills in English would be an asset, as English is the working language of the Committee. So too are a readiness to attend at least one session of the Committee per year, and the availability of time to research and draft short briefing papers on specific tourism-related ethical issues for the Committee’s consideration and discussion.

Due consideration will be given to gender balance and equitable geographic representation, as well as to appropriate representation from the public and private sectors, academia and civil society organisations.

1. **Nominations**

**Who can nominate candidates?**

Nominations of candidates to the Committee can be submitted by UNWTO Member States, Associate and Affiliate Members, as well as by the Secretary-General of UNWTO.

**How to nominate a candidate?**

The nominating authority (the NTA of a Member State or an Associate Member, or the designated representative of an Affiliate Member organisation) may nominate a candidate to the Committee by addressing the nomination of their proposed candidate to the UNWTO Secretariat, Office of the Secretary-General, with copy to the UNWTO Ethics Programme.

E-mail: [ofsg@unwto.org](mailto:ofsg@unwto.org) - with copy to [ethics@unwto.org](mailto:ethics@unwto.org)

Postal address: UNWTO Secretariat, C/ Capitán Haya, 42 – 28020 Madrid, Spain

**Which documents must be included in the nomination?**

The nominating authority is kindly requested to complete a nomination form (available to download at the following address: <http://ethics.unwto.org/en/content/world-committee-tourism-ethics>) with the relevant information of the candidate it wishes to nominate to the Committee. The nomination form should be accompanied by his/her complete *curriculum vitae*.

**When should the nomination be received by the UNWTO Secretariat?**

The deadline for the receipt of nominations with the complete documentation is no later than 31 May 2013, 24:00 hours, Madrid time.

1. **Selection Procedure**

The **Selection Board,** established by the UNWTO General Assembly in accordance with A/RES/607(XIX) of 2011, is mandated to select and propose a list of candidates to the General Assembly. The Selection Board is composed of the Chair of the General Assembly, the Chair of the Executive Council, the Chair of the Board of the Affiliate Members, the Secretary-General and the Legal Advisor of UNWTO.

The Selection Board will examine the applications received and will shortlist twelve candidates, from among which will identify one candidate who will be proposed for the position of Chairperson of the Committee and another eight candidates to be proposed as Members of the Committee.

The remaining three shortlisted candidates may comprise a list of reserves from which to fill one or more vacancies in case these should occur during the biennium preceding the following session of the General Assembly, subject to the proposal of the Selection Board and approval by the General Assembly. Should a replacement candidate be called upon to substitute an outgoing Member of the Committee before the completion of the latter’s mandate, he/she will conclude the term of the outgoing Member.

Subsequently, the Selection Board will submit its recommendations to the twentieth session of the UNWTO General Assembly (Zambia/Zimbabwe, Victoria Falls, 24-30 August 2013), for approval.

1. **Appointment**

The appointment of the Chairperson and the eight Members of the Committee will only be completed upon endorsement of the composition of the Committee by the twentieth session of the General Assembly.

1. **Mandate of Chair and members of the Committee**

The candidates appointed by the General Assembly as Chair and Members of the Committee will serve for a maximum of two consecutive terms.

1. **Staggering of the Committee**

With a view to applying the staggering principle to the Committee, i.e. the renewal by half of the Committee every two years, the Selection Board will exceptionally propose that four out of eight candidates of the Committee assume a mandate of six years (instead of the regular four-year mandate). These four members will also be eligible for a new term of four years.