

Rules of Procedure for NetRes

This Rules of Procedure is aimed at providing detailed procedures for guiding the operation of the NetRes activities. NetRes is established as an Asia – Pacific Network of Strategic Research Institutes in pursuance with the recommendations of the 2004 APFED Final Report. NetRes is intended to be an independent and autonomous network of research institutes that undertake policy research for promoting environmental management and sustainable development in Asia and the Pacific.

1. Eligibility for becoming a NetRes member—all of the following must be satisfied:

- (i) The institute or organisation must have been established and registered under relevant national laws to undertake policy research for promoting environmental management and sustainable development particularly in Asia and the Pacific.
- (ii) The institute or organisation must have been in existence for at least three years and must have made outstanding achievements on policy research in the areas of environmental management and sustainable development in Asia and the Pacific.
- (iii) The institute or organisation must be willing to support NetRes activities and make financial contributions, such contributions being agreed upon in a memorandum of understanding which is to be concluded between the institute or organisation and the NetRes Secretariat.

2. Application

The institute or organisation applying for membership of NetRes shall submit the following documents in English to the NetRes Secretariat:

- (i) A cover letter signed by the head of the institute or organisation expressing the intent to join NetRes,
- (ii) A legal document that verifies the establishment of the institute or organization, and
- (iii) The most recent annual report on the activities of the institute or organization,

The founding members of NetRes may submit these documents at a later date.

3. Review of the application

The NetRes Secretariat will review applications. When reviewing applications, due consideration will be given to achieving a geographical balance in terms of numbers of members within a certain region, which means that applications for membership from institutions or organisations in regions without NetRes members shall be given priority.

4. Approval of the application

The NetRes Secretariat will circulate the documents of qualifying applications to the NetRes members. The application shall be approved on a no-objection basis, *i.e.*, it shall be approved as long as no objection is expressed by any of the NetRes members.

5. Entry into force of the membership

The membership of the applying institute or organisation shall enter into force as it shall be specified by the memorandum of understanding to be concluded between the applying institute or organisation and the NetRes Secretariat.

6. Revocation of membership

Any of the NetRes members may propose to or request the NetRes Secretariat to revoke the membership of a NetRes member that faces any of the following circumstances stated below; The NetRes Secretariat will communicate such a proposal or request to the other NetRes members and take necessary steps to revoke its membership in the absence of their objection:

- (i) If a member is deemed to be unable to perform NetRes activities and is unlikely to resume its capacity
- (ii) If a member is unable to pay its membership fee/financial contribution
- (iii) If a member requests withdrawal from NetRes

7. Amendments

Amendments may be made to this Rules of Procedure. Amendments may be proposed by any NetRes member or the NetRes Secretariat, and such amendment will enter into force immediately upon the acceptance by the NetRes members.

8. Conflict resolution

Any disagreement or conflict shall be resolved with goodwill and the spirit of cooperation. If necessary, settlement of a dispute shall be sought as stipulated by Article 17 of the Instrument of Establishment for NetRes.