Terms of Reference for Strategic Technical Advisory Committee (STAC)

Purpose
The APO STAC:
• is the principal advisory committee to the APO Board on developing and setting the APO’s strategic technical and research agenda and its monitoring and evaluation;
• will, supported by the Secretariat, design and lead inclusive and collaborative annual processes to update the strategic technical and research agenda for presenting to the APO Board for approval, to inform and be incorporated within the APO’s Medium Term Strategy and Work Plan; and
• will review ongoing research to ensure quality and policy relevance of the products

Membership
Chair
The Chair of STAC is elected from members by the APO Board for three years, renewable once with the agreement of APO Board.

Other members
Chair of the Board (ex-officio), IRP members, hub/consortium directors (ex-officio), one representative each of a multi-lateral body, funding member and co-opted member. Any member of APO Board may attend and participate in the STAC.

Other attendees
Representatives from different/external constituencies of the APO may be invited at the discretion of the STAC standing embers and as approved by the APO STAC Chair.

Meetings
STAC will:
• meet in a 1 –2 day open forum immediately before the APO Board meeting (i.e., the meetings will be back to back events);
• there will be 1-2 face to face meeting a year, based on the Board decision;
• prepare the agenda, analyses and all other background materials for the annual meeting working through the Chair and with the APO secretariat; and
• STAC chair may ask hub/consortia directors to recuse themselves if a more detailed discussion and evaluation is needed

Reporting
STAC is a subcommittee of the APO Board and reports its considerations to the Board for approval.