**TERMS OF REFERENCE**

**Canadian National Committee for IUGS (CNC-IUGS)**

**OBJECTIVE:**

The CNC-IUGS will respond de facto to the common interest of Canada and the International Union of Geological Sciences. To meet these objectives, the CNC-IUGS will promote, coordinate and report on IUGS related activities and programs in Canada.

**CONTEXT**

By way of formality, the CNC-IUGS is a joint Committee of the the Geological Survey of Canada (GSC) and the Canadian Federation of Earth Science (CFES). The Government of Canada, through the National Research Council, maintains Canada’s membership to CFES through annual dues payment. The CNC-IUGS provides an annual report of activities to NRC to ensure that the on-going membership to IUGS provides benefits to Canada. CFES is the national federation of earth science organizations in Canada and is holder of an affiliate membership in IUGS, as is also the Geological Association of Canada. The GSC is ex-officio to CFES.

**MEMBERSHIP:**

* The working committee will comprise interested individuals (max. 10 people) with specialized expertise in the field of geoscience who are willing to advise on and contribute to the promotion of Canadian geoscience through IUGS.
* The Committee will be populated with representatives from the major sectors including government, academia and industry.

The committee will comprise the following persons from Canada:

* Director General of the GSC, (Co-Chair)
* CFES International Director (Co Chair)

Other members will rotate through a replacement period approximately every 5 years

* One to two persons representing Canadian universities
* One to two persons from the private sector
* One to two persons familiar with IUGS Council or programs
* One to two persons from a Provincial or Territorial geological survey
* One young Geoscientist, who has graduated from their studies within the past 5 years
* One person from GSC, acting as Secretary to the Committee

**ANNUAL TASKS:**

* Report to the NRC on IUGS related activities in Canada and IUGS activities that have a bearing on Canada, to sustain IUGS funding from NRC/Canada.
* Report to CFES Council at its Annual Meeting and via the International Director through the year.
* Meet two times or more per year to review and approve the plan of activities developed by CNC-IUGS secretariat.
* Hold or facilitate IUGS events in Canada and liaise with IUGS, ensuring delegates where appropriate.
* Prepare an annual report to IUGS on CNC-IUGS and related activities.
* Communicate IUGS activities and plans to Canadian stakeholders.
* Ensure Canadian presence and votes at IUGS activities, such as the International Geological Congress (held once every four years and requiring six Canadian delegates to vote).
* Promote and coordinate IUGS related programs in Canada, such as the International Geoscience Program (IGCP), forming relevant sub-committees for this purpose.

**CNC-IUGS SECRETARIAT**

The GSC will be responsible for staffing the CNC-IUGS Secretariat. The secretariat will comprise one GSC staff member, on a part-time basis. The Secretariat will:

* Regularly review IUGS communications, newsletters and reports and bring relevant items for action to the attention of the CNC-IUGS
* Coordinate the Canadian delegation to IGC (once every four years)
* Prepare reports to IUGS and NRC
* Ensure liaison between CNC-IUGS and CFES, such as for the nomination of delegates to IGC, candidates to IGC Council, circulation of information, etc.
* Ensure liaison between NRC and IUGS for arrangement of payments of annual dues
* Ensure Canada’s representation in IUGS program initiatives, including finding participants, delegates or holding events in Canada (such as the International Geoscience Programme, Digital Deep Earth, Resources for Future Generations, OneGeology, Young Geoscientist, etc.)

*Final document endorsed by GSC and CFES, April xxx 2020*