PAW Scotland – Scientific Group - Terms of Reference

Purpose

The purpose of the group is to
- monitor and review developments in science which can aid the investigation and enforcement of wildlife crime in Scotland, and,
- provide an advisory role to the wider PAW Scotland and enforcement community in giving a scientific overview both of developing technologies and of wildlife crime data and its practical application.

Membership

The Scientific Group will be composed of scientists representing Scottish government departments, the Police, and PAW partner NGOs. The addition of new members to the Group will be at the discretion of the Chair.

Where a nominated representative from an organisation is unable to attend meetings, reserve representatives will be nominated to deputise.

Internal or external persons may be invited to attend the meetings at the request of the Chair on behalf of the membership to provide advice and assistance where necessary.

Chair

The Chair shall be agreed by the Group membership.

Meetings

Meetings will be held 2-3 times a year with an agenda circulated prior. The meetings should occur before a PAWS Executive Group to allow for reporting by the Chair.

Questions and discussions outside of meetings should be circulated to the whole Group where relevant. If not relevant to the whole Group, the Chair and SG secretariat should be copied on all correspondence between members relating to the Group's activities.

Where there may be media involvement, this should be co-ordinated initially through the SG secretariat and the PAWS Media group as appropriate to avoid mixed messages.

Functions

The functions of the meeting are to:
- advise on priorities for analysis & research and act as a review panel for grant applications relating to research into scientific aspects of wildlife crime
- review and advise on presentation of scientific data
- increase the profile, among the enforcement community, of scientific techniques & methods that can be used for wildlife crime investigations, carry out case
reviews, from a scientific and/or forensic perspective, of completed wildlife crime investigations

- increase the profile of the application of science in handling wildlife crime by publishing group minutes and links to appropriate peer-reviewed scientific papers

**Media Protocol**

Members and their organisations will accept the PAW Scotland media protocol as a condition of membership.

**Confidentiality**

Some discussions and correspondence undertaken in the course of the group’s work may be confidential as they may relate to on-going law enforcement activities, information of a commercially valuable nature, or sensitive for government. Information should not be divulged elsewhere without prior consent and agreement of the group. The use of information acquired for commercial purposes is prohibited. Any information divulged on the works of any organisation participating in the group are confidential and for the group’s use only. Use of such information for gain of any kind, be it commercial competition or otherwise is completely prohibited. All parties enter into the work of the group in good faith and free of charge.

**Amendments**

The terms of reference will be reviewed as the membership deem necessary. They may need to be altered to meet the developing needs of the group where consensus is achieved.

The above terms of reference for the PAW Scotland Scientific Group have been agreed by:

**Dr Lucy Webster**

Chair, on behalf of the group membership.