

**Asia-Pacific RCEs Coordinating Committee
General Guidelines**

1. The Asia-Pacific RCEs Coordinating Committee is the coordinating and advisory group for collaborative activities of the Asia-Pacific RCE community.
2. In cooperation with the Global RCE Service Centre, the Committee serves the Asia-Pacific RCE community in the following areas:
 - (i) Providing advice on the agenda of Asia-Pacific RCE Meetings;
 - (ii) Sounding board of ideas that might lead to collaborative projects for the Asia-Pacific community;
 - (iii) Coordinating inter-RCE activities, and proactively responding to particular needs of RCEs, if necessary.
3. It is expected that the Committee comprises of 5-7 members from amongst members of the Asia-Pacific RCE community although there may be flexibility in size depending on the number of volunteers and in maintaining regional balance. Efforts should be made to have a representation from the youth community. The term of office is two years and renewable. Committee members act in their individual capacities, not necessarily representing RCEs.
4. The Committee elects one from amongst themselves the Asia-Pacific RCEs Coordinator who chairs the Committee and liaises with the Global RCE Service Centre on behalf of the Committee. The term of office of the Coordinator is two years and renewable.
5. Committee meetings and discussions are held on needs basis but should be at least once a year, and may be conducted through teleconferencing, use of the RCE portal, as well as use of other virtual or electronic means, should face-to-face be infeasible.
6. Appointments of Committee members are made at particular Asia-Pacific RCEs Meetings.

(Note: Hitherto the group is known as “Organizing Committee” by virtue of its particular role in assisting, by way of preparing the agenda, the organization of AP RCEs Meetings. The AP RCE community might wish to reconsider broadening its role and naming it “Coordinating Committee”. This is an issue to be discussed.)