

**Terms of Reference of the Steering Committee for the
International Year of Sustainable and Resilient Tourism 2027**

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Preamble

The Steering Committee for the International Year of Sustainable and Resilient Tourism 2027 (hereinafter “the Steering Committee”) is established pursuant to the summary and conclusions of the 22nd meeting of the Committee on Tourism and Sustainability, taking into account the presentation of the present Terms of Reference at its 23rd meeting, and decision CE/DEC/4(CXXVI) of the 126th session of the Executive Council, to provide strategic guidance and oversight and to serve as a consultative and coordinating platform during both the preparatory phase and the implementation of the International Year.

This document sets out the mandate, functions, composition and working modalities of the Steering Committee.

I. Mandate

The Steering Committee shall serve as the strategic steering and validation mechanism for the preparation and implementation of the International Year. On the basis of proposals and documentation prepared by the Secretariat, it shall review, guide, prioritize and approve key programmatic, operational and partnership-related elements. In doing so, it shall help ensure alignment with the International Year's objectives, coherence across initiatives and a well-informed and Member State-driven process. It shall operate within the established intergovernmental framework of UN Tourism and without prejudice to the authority of its governing bodies.

II. Functions

1. The Steering Committee functions as a consultative and coordinating platform during both the preparatory phase and the implementation of the International Year. It aims to ensure continuity of dialogue and coherence across national, regional and global initiatives.
2. The Steering Committee will:
 - a. Provide overall direction on the orientation and priorities of the International Year;
 - b. Review and approve key elements of the implementation framework prepared by the Secretariat;
 - c. Develop modalities for identifying, monitoring and evaluating capacity-building needs and promote their implementation in a consistent and comparative manner;
 - d. Guide the prioritization of major initiatives, including where competing proposals arise in relation to events, activities or other implementation elements;

- e. Provide guidance on the organization of major fora, including on agenda, format, participation and the presentation of identified capacity-building needs and opportunities;
 - f. Provide strategic oversight of the International Year project account, including approval of allocations, in accordance with applicable financial rules;
 - g. Support a structured Member State-driven consultation process, including through the Regional Commissions;
 - h. Contribute to ensuring alignment across national, regional and global initiatives undertaken within the framework of the International Year;
 - i. Review sponsorship and partnership proposals screened by the Secretariat, as appropriate and in line with applicable principles and safeguards;
 - j. Provide recommendations to the Secretary-General on the proposed sponsorship agreements submitted to it by the UN Tourism Secretariat, and which are in compliance with UN Tourism's rules, regulations and policies governing sponsorship arrangements.
3. The Steering Committee is advisory in nature to the Secretariat and functions within the established intergovernmental framework of UN Tourism, without prejudice to the authority of the Organization's governing bodies. In carrying out its functions, it shall report to the Executive Council through the established intergovernmental process.

III. Composition of the Steering Committee

1. The Steering Committee will be comprised of the following members:
 - a. The Nine (9) Full members of the Committee on Tourism and Sustainability (hereafter the "CTS") with the right to vote;
 - b. The representative of the Associate Members and the Affiliate Members, as designated to the CTS shall be invited to the meetings of the Steering Committee as observers without the right to vote;
 - c. The Six (6) Chairs of the UN Tourism Regional Commissions with the right to vote. Where a Full Member of the CTS also serves as Chair of a UN Tourism Regional Commission, that Member shall have only one vote.
2. In addition, International Organizations and other participants, may be invited to take part in meetings of the Steering Committee on an ad hoc basis, as appropriate, by the Secretary-General, in agreement with the Chair of the Steering Committee, or by the Chair of the Steering Committee in agreement with the Secretary-General. Such participants shall serve in an observer capacity only and shall not be considered members of the Steering Committee. They may include selected partners and other relevant stakeholders, in accordance with the needs of the agenda and the Committee's working modalities.
3. The Chair of the CTS shall act as the Chair of the Steering Committee.

IV. Working Modalities

1. The Steering Committee shall operate through a phased and consultative process, anchored in Member State engagement and aligned with the intergovernmental framework of UN Tourism.

2. The Steering Committee shall be convened by the Chair and shall meet in person, virtually or in hybrid format, as appropriate. During the preparatory phase in 2026, it shall normally meet on a bimonthly basis and during the implementation year 2027 on a monthly basis, unless otherwise agreed.
3. The provisional agenda of each meeting of the Steering Committee shall be drawn up by the Secretariat in agreement with the Chair.
4. The Secretariat shall facilitate the communication among the members of the Steering Committee between meetings, including by using electronic means.
5. Members of the Steering Committee shall contribute in a spirit of cooperation and shared ownership. They are expected to participate actively in meetings, provide strategic perspectives reflecting national and regional priorities, facilitate consultations and information exchange within their respective constituencies and support coherence and visibility in relation to the International Year.
6. The Steering Committee will report to the Executive Council at least annually.

V. Conduct of Business

1. The working language of the Steering Committee will be English.
2. The Sustainable Tourism and Resilience Department shall serve as Secretariat of the Steering Committee.
3. The presence of the majority of the Voting Members of the Steering Committee shall be necessary to constitute a quorum at its meetings.
4. The UN Tourism Secretariat will not cover the cost of participation of the Steering Committee's members, either virtual or in person. UN Tourism shall not be responsible for any fees, costs or expenses related to or incur any liabilities in connection with the participation in the Steering Committee. The cost of participation at the meetings of the Steering Committee shall be borne by the participants themselves.
5. The Secretariat should provide the minutes of the meeting to all members as soon as practicable, preferably within one week of the meeting.

VI. Decision-making

1. All decisions of the Steering Committee should so far as possible be taken by consensus. Members of the Steering Committee will make every effort to reach a consensus that is generally accepted, so that a decision can be adopted without formal objections.
2. Where consensus cannot be reached, decisions may be taken by a simple majority of the voting members present and voting.
3. If a vote is taken, it will be on roll call. When the meeting is held by virtual or hybrid means, no decision shall be taken by show of hands or by secret ballot.

VII. Duration

1. The Steering Committee is established solely for the purposes of the International Year and will operate for a limited duration covering the preparatory phase in 2026 and the implementation year 2027.
2. Its work shall conclude upon completion of the International Year and all related activities, unless otherwise decided by the Executive Council.

VIII. Reporting Framework and Relationship with the Governing Bodies

1. The Steering Committee shall operate within the intergovernmental framework of UN Tourism and without prejudice to the authority of its governing bodies.
2. The Steering Committee shall report to the Executive Council through the established intergovernmental process.
3. During the preparatory phase, key elements of the International Year, including the outcomes of consultations and the proposals reviewed by the Steering Committee, shall be submitted for consideration, guidance and, as appropriate, endorsement by the Executive Council.
4. The Steering Committee shall support continuity, coordination and timely strategic guidance throughout the preparation and implementation phases of the International Year, while remaining fully aligned with the decisions of the Executive Council.
5. The Executive Council shall provide intergovernmental guidance on the framework, priorities and key elements of the International Year, as appropriate.

IX. Final Provisions

These Terms of Reference may be amended by the Steering Committee as necessary in accordance with paragraph 6 above. Amendments may be proposed by the Secretary-General or by any voting member of the Steering Committee. The text of proposals for amendments shall be transmitted to the Members of the Steering Committee at least XXX days before the Steering Committee meeting at which they are to be considered.