



# RESEARCH COMMITTEE

DRAFT TERMS OF REFERENCE

## **1 CONSTITUTION**

- 1.1 The Research Committee (~~the Committee~~) is created by the Technical Committee of GRAF based on the resolution of the Annual General Meeting of GRAF.
- 1.2 The Committee shall act as an working group for GRAF and the Technical Committee to deal with all research and related issues of GRAF.
- 1.3 The Committee shall operate within the scope and terms of GRAF.
- 1.4 Secretariat shall provide the necessary support to Committee.
- 1.5 The Committee shall function in terms of these Terms of Reference (~~to~~OR).

## **2 OBJECTIVES**

The objectives of the Committee are to:

- 2.1 promote sharing of research information.
- 2.2 develop a research framework for conducting future research.
- 2.3 Promote members to conduct research on gambling and related matters,

## **3. FUNCTIONS OF THE COMMITTEE**

The functions of the Committee is to:

- 3.1 collate research conducted by the different jurisdictions and share such with all members;
- 3.2 monitor and develop research needs of GRAF and make recommendations to the Technical Committee on how such needs

may be addressed;

- 3.3 make inputs to the training plan of the Education and training to address capacity building in the area of research;
- 3.4 oversee the process of research of GRAF where
- 3.5 develop an annual plan for approval by the Technical Committee in line with resolution of the conference and the Technical Committee;

#### **4. COMPOSITION**

- 4.1 The Committee shall comprise of a maximum of four (4) members (4) with a minimum of three (3) members states and the fourth rest may be an associate or professional member.
- 4.2 Members of the Committee shall be approved by the Technical Committee.
- 4.3 Members of the Committee shall appoint their Chairperson who shall be from a member state.
- 4.4 Secretariat shall be the Secretary of this Committee, and shall record and maintain proper record of the proceedings, decisions and recommendations of the Committee.

#### **5. TERM OF OFFICE**

- 5.1 Members of the Board shall serve at most two (2) terms of office which such term shall correspond to the term of office bearers of GRAF.

#### **6. REPORTING**

- 6.1 The Committee shall report to the Technical Committee on its activities, deliberations and recommendations.

## 7. **MEETINGS**

7.1 The Committee shall meet twice (2) a year to discharge its functions.

7.2 It is the responsibility of the Chairperson to ensure that meetings are convened.

7.3 The notice of every meeting of the Committee must be forwarded (2) two months prior to the meeting.

## 8 **GENERAL**

8.1 The Committee, in carrying out its tasks under these Terms of Reference, may obtain such outside or other independent professional advice as it considers necessary to carry out its duties.

8.2 The Committee may, in exceptional circumstances, request the Chairperson to amend some of its functions to enable the execution of its duties.

## 9 **ADOPTION**

9.1 These Terms of Reference shall become operative and effective from the date on which the Technical Committee adopts them by formal resolution to that effect.

## 10 **REVIEW**

10.1 These Terms of Reference shall be reviewed as and when necessary and such review shall be approved by the Technical Committee.