

## **Draft Editorial Protocol for updating the Whale Watching Handbook**

### **General Principles**

The Whale Watching Handbook is designed to support managers, regulators, operators and anyone interested in whale watching. It is a flexible and evolving tool incorporating international best practice, educational resources and a summary of the latest, relevant scientific information.

The Handbook meets these principles by ensuring robust information, recorded factually and neutrally.

Wherever possible, images are incorporated onto web pages, to support the text and enhance presentation.

### **Practical Guidance**

The Secretariat is responsible for overseeing, maintaining, developing and updating the Watching Handbook in line with the principles above and the process below. The IWC works in partnership with the Convention on Migratory Species (CMS) who generously provide translation of the Handbook into French and Spanish.

Additional categories of content to be included will be identified in consultation with the Whale Watching Standing Working Group of the Conservation Committee and/or the Whale Watching Sub-Committee of the Scientific Committee.

Content is developed by national governments, local specialists, the IWC Secretariat and its contractor(s), and members of its Scientific Committee and Conservation Committees. The following principles apply:

- Case studies – All case studies will be signed off by the Commissioner of the country in question. Subsequent edits will also be signed off by the Commissioner, in consultation with any earlier contributors as appropriate.
- Country profiles – all country profiles will be developed by the IWC Commissioner for that country or designated alternatives, or by the Secretariat in collaboration with the IWC Commissioner/designated alternates. All country profiles, and subsequent edits, will be signed off by the Commissioner of the country in question.
- Species accounts - all will be reviewed by at least one external expert and internally in the Secretariat.

All other pages – will be reviewed by the Secretariat and reviewers with relevant expertise.

All pages will be edited by the Secretariat to ensure coherence of style and format across the site as a whole.

### *The Scientific Committee*

The Secretariat will provide an update to the Scientific Committee on modifications made to the WW Handbook content and seek feedback and suggestions for future updates. The Secretariat will also consult intersessionally as appropriate.

*Role of the Conservation Committee*

The Secretariat will provide an update to the Conservation Committee on modifications made to the WW Handbook content and seek feedback and suggestions for future updates. The Secretariat will also consult intersessionally as appropriate.

**Convention on Migratory Species**

The IWC and CMS are working in partnership on the Handbook. The CMS Secretariat will seek feedback as appropriate from its members on the Handbook. CMS Contracting Governments may also submit country profiles, for inclusion in the Handbook. This may include CMS members that are not members of the IWC.