

## StEP Task Force Capacity Building - Terms of Reference (TOR)

*[Knowledge Management, initially defined as a field of activity of TF 5, has been identified as a crosscutting task of the StEP Secretariat and the five Task Forces. TF 5 will thus focus on capacity building. This is reflected in the reviewed ToR.]*

### 1. Objectives

The overall aim of the Task Force is:

- To build infrastructures for a sustainable, efficient, effective and target group-oriented capacity building covering relevant aspects of the entire life cycle of EEE in order to sustainably solve the ever growing e-waste problem.

This shall be carried out in line with the overall objectives of the StEP Initiative (Solving the E-waste Problem).

Specific objectives and core tasks should include:

- a) To initiate and maintain a relevant network/community of practice. This includes the following core tasks:
  - To gain and maintain a comprehensive overview on existing approaches, tools and networks for capacity building;
  - To initiate and maintain a dialogue with relevant key actors in this field making use of the three StEP instruments (StEP Web, StEP Conferences, StEP Publications);
  - To facilitate the reflection and commenting of StEP's capacity building activities.
- b) To organize mutual (two-way, interactive etc.) learning environments. This includes the following core tasks:
  - To identify and to develop viable approaches (content and methodology) adapted to different target countries/target groups;
  - To test these approaches by implementing pilot projects;
  - To embed these pilot projects in sustainable structures (local adoption, follow-up, resources etc.);
- c) To set standards in the form of comprehensive guidelines for capacity building. This includes the following core tasks:
  - To analyze and evaluate identified approaches, experiences from the pilot projects and feedback from the COP (in cooperation with TFs 1-4);
  - To deduce criteria and standards for a sustainable capacity building and;
  - To elaborate jointly concerted guidelines and recommendations.

### 2. Ongoing or planned projects

- Organization of a summer school on sustainable e-waste management;
- Establishing a PhD-Course on „E-waste management”.

### **3. Contact**

StEP Secretariat

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