

1. Any consulting work commissioned for the Hydropower Sustainability Assessment Forum will arise based on an agreed action at a Forum meeting.
2. Consulting work of a value less than or equal to £5,000 can be directly commissioned by the Forum Coordinator.
3. For consulting work of a value greater than £5,000 the following procedures apply:
 - Forum members have the opportunity to review and comment on the scope of work.
 - The scope will be placed on the IHA external website, circulated to the Forum email list, and circulated by all Forum members to their respective networks, with a minimum of four weeks allowed for submission of a tender.
 - The tenders will be reviewed by IHA staff (Richard Taylor, Michael Fink and Helen Locher) and Forum members as agreed to by the Forum when determining the action to commission the work.
 - Forum members have the opportunity to review and comment on a tender evaluation report prior to the decision on a consultant being made.