

Annex I: Terms of reference of the Selection Committee

I. Role and functions

1. The role of the Selection Committee is to assist the Board in discharging its responsibilities, in accordance with the Governing Instrument, regarding the appointment of the Head of the Independent Evaluation Unit.
2. In particular, and without limitation, the Selection Committee shall:
 - (a) Undertake a review the Terms of Reference of the Head of the Independent Evaluation Unit ¹ and present recommendations, if and where appropriate, for the Board's consideration and approval no later than at its thirtieth meeting.
 - (b) Recommend, for consideration and decision-taking by the Board, a short-list of no more than two candidates, for appointment as Head of the Independent Unit based on the selection and appointment processes undertaken as described in paragraph 3 below;
3. The process for the presentation of the two candidates to the Board will be as follows. The Selection Committee will:
 - (a) With the support of the Secretariat and based on the outcome of the procurement process, select and engage an independent recruitment firm, subject to the agreed terms of reference as approved in paragraph (f) of decision B.BM-2021/14;
 - (b) Issuance of a vacancy advertisement by 1 July 2021, to be published by the GCF, including through a notification to all governments (through national designated authorities/focal points and United Nations Framework Convention on Climate Change national focal points);
 - (c) Review of the applications by the independent recruitment firm, including:
 - (i) Establish a long list of 20-25 candidates;
 - (ii) Following further review, establish a short list of approximately 6-10 candidates;
 - (iii) Conduct of first interviews, with a final interview list of approximately 5 candidates;
 - (iv) Prepare a detailed final report, including a recommendation of no more than 2 final candidates to be presented to the Board for decision; and
 - (v) Strive to ensure a balance of candidates from developed and developing countries as well as gender balance on the long list, and short list of candidates.
 - (d) The Committee, with the support of the independent recruitment firm, will then prepare a detailed final report, including recommendations of no more than 2 final candidates, to be presented to the Board for decision.

II. Membership

4. The Selection Committee will comprise:
 - (a) Three developing country Board members or Alternate members; and

¹ B.10/05, annex V, and as amended in decision B.24/15, annex XXIX

- (b) Three developed country Board members or Alternate members.
- 5. In accordance with the Board Guidelines on the Participation of Advisers, one advisor may support each Committee member.
- 6. For the selection process to recruit the Head of the Independent Evaluation Unit, the Selection Committee shall be supported by the Secretariat.
- 7. For the review of the Terms of Reference of the Head of the Independent Evaluation Unit, the Selection Committee shall be supported by the Independent Evaluation Unit and the Secretariat, as necessary.

III. Duration

- 8. The Selection Committee will be an *ad hoc* committee of the Board and shall function until the earlier of:
 - (a) The conclusion of the selection process of the Head of the Independent Evaluation Unit; and
 - (b) The Board having decided to terminate the Selection Committee.