



GREEN
CLIMATE
FUND

Initial Approval Process – Draft Terms of Reference of the Independent Technical Advisory Panel

GCF/B.08/21

3 October 2014

Meeting of the Board

14-17 October 2014

Bridgetown, Barbados

Agenda item 17

Recommended action by the Board

It is recommended that the Board:

- (a) Take note of the information presented in document GCF/B.08/21 *Initial Approval Process – Draft Terms of Reference of the Independent Technical Advisory Panel*;
- (b) Provide guidance on policy matters regarding the Fund’s direct access modalities; and
- (c) Adopt the draft decision presented in Annex I to this document.

Initial Approval Process – Draft Terms of Reference of the Independent Technical Advisory Panel

I. Introduction

1. The Board, through its decision B.07/03, established an Independent Technical Advisory Panel (the Panel) composed of experts to provide an independent technical assessment of and advice on funding proposals for the Board. The Board also requested the Secretariat to present draft terms of reference (TOR) for the Panel for the Board’s consideration at its eighth meeting.
2. Further, through decision B.07/06, the Board requested the Secretariat to prepare a document for the eighth Board meeting that considers the additional support, expert advice and/or additional structures that are required to facilitate the work of the Secretariat in the assessment of proposals against the activity-specific criteria and the work of the Investment Committee.
3. The draft TOR for the Panel presented in this document is submitted in response to these two requests by the Board.

1.1 Scope of the mandate

4. Decision B.07/03, paragraph (f), state that the Panel will provide an independent technical assessment of and advice on funding proposals for the Board.
5. Stage IV ‘Analysis and recommendations to the Board’ of the Project and programme activity cycle (see Annex VII to document GCF/B.07/11), also adopted by the Board in decision B.07/03, indicates that the Panel will assess performance of the project or programme against the activity-specific criteria.
6. Stage IV of the Project and programme activity cycle outlines the following activities at this stage of the cycle:
 - (a) The Secretariat carries out necessary and appropriate second-level due diligence;
 - (b) The Secretariat also assesses compliance with Fund interim environmental and social safeguards, gender policy, financial policies and any other policies promulgated by the Board, in addition to performance of the project or programme against activity-specific criteria (as contained in the investment framework);
 - (c) The Panel independently assesses performance of the project or programme against activity-specific criteria; and
 - (d) The Secretariat submits the following documentation to the Board:
 - (i) The final funding proposal as submitted by the implementing entity or intermediary;
 - (ii) The Secretariat’s assessment of compliance with safeguards and policies and performance of the project or programme against activity-specific criteria;
 - (iii) The Panel’s independent assessment of and advice regarding the performance of the project or programme against activity-specific criteria;
 - (iv) A summary of the second-level due diligence carried out by the Secretariat; and



- (v) A cover note containing the funding recommendation by the Secretariat, and a summary of the proposal and the underlying assessments with respect to the activity-specific criteria.

Annex I: Draft decision of the Board

The Board, having considered document GCF/B.08/21 *Initial Approval Process – Draft Terms of Reference of the Independent Technical Advisory Panel*:

- (a) Approves the draft terms of reference of the Independent Technical Advisory Panel (the Panel) contained in Annex II to document GCF/B.08/21; and
- (b) Requests the Investment Committee, with support from the Secretariat and as soon as possible, to nominate four expert members as members of the Panel, for endorsement by the Board through a decision taken between meetings.

Annex II: Draft terms of reference of the Independent Technical Advisory Panel of the Board

I. Role and mandate

1. The Independent Technical Advisory Panel (the Panel), established in decision B.07/03, will provide independent technical assessment of and advice on funding proposals for the Board.
2. The Panel will conduct technical assessment of funding proposals submitted through the Secretariat by accredited entities of the Fund at the 'analysis and recommendations to the Board' stage of the Fund's project and programme activity cycle. This will be done in accordance with the Fund's initial proposal approval process, and to provide objective technical advice on funding proposals for the Board.
3. The Panel will operate as an independent technical advisory body of the Fund. The Panel will be bound by these terms of reference (TOR) as well as by relevant policies and procedures, including the Fund's code of conduct. The rules and procedures of the Board, as well as any other relevant guidelines to be adopted by the Board, will apply mutatis mutandis to the Panel.
4. The Panel will independently assess performance of the funding proposals submitted to the Fund against the Fund's activity-specific criteria.
5. The Panel, in the conduct of its technical assessment of funding proposals, will be provided with the final funding proposal; the Secretariat's assessment of compliance with safeguards, policies and performance of the project or programme against activity-specific criteria; a summary of the second-level due diligence carried out by the Secretariat; and other necessary information that may be requested from the Secretariat.

II. Reporting

6. Pursuant to this mandate, and in accordance with Stage IV of the Fund's initial approval process (see Annex VII to document GCF/B.07/11), the Panel's advice will be communicated to the Board by the Secretariat as part of the documentation pertaining to the funding proposal. The advice to be provided by the Panel will consist of the outcome of its independent technical assessment and its recommendation on each funding proposal it considers.

III. Composition and structure

7. The Panel will comprise four panel members with a collective expertise covering specialities and subspecialties related to mitigation, adaptation, private sector and financing of developing country projects. On a case-by-case basis, panel members may call additional experts if the need for specialized knowledge arises, as deemed necessary and in consultation with the Secretariat. When the need for specialized knowledge or input arises, the required expert will be selected by the Secretariat in consultation with the four panel members, or the panel member concerned, and contracted as an external consultant.

The panel members and expert members will therefore demonstrate recognized capacity and expertise in their fields of competency as it pertains to the Fund's initial result areas, supported by a successful career track record. Familiarity with guidance stemming from the UNFCCC process, the Intergovernmental Panel on Climate Change and other relevant processes.

8. Each panel member and expert member will have to demonstrate unquestionable personal reputation, integrity and ethical behaviour throughout her or his professional career.
9. The panel members will be selected and appointed through a nomination to the Board by the Investment Committee. The Board will endorse the appointment of panel members.
10. The panel members will be appointed for a term of three years. The Board may withdraw its endorsement of a panel member at any time following advice from the Investment Committee.

IV. Modalities of work

11. The Panel will conduct its review of funding proposals remotely, except in exceptional circumstances that necessitate physical meetings. The dates and timelines for reviews will be determined by the Secretariat in accordance with the initial proposal approval process.
12. The Secretariat will provide the necessary operational and administrative support to the Panel.
13. The Panel will standardize its procedures for the conduct of its technical assessments of funding proposals.

V. Compensation

14. A daily fee will be paid to panel members and expert members in accordance with the Fund's rules and regulations, subject to the input being of good quality and delivered in good time. The number of days necessary to review a funding proposal will be determined in consultation with the Secretariat.

VI. Disclosure of conflict of interest

15. To avoid any actual, potential or perceived conflict of interest, panel members who hold positions in government or non-governmental organizations, or who are working in, or have any contractual arrangement, as consultants or otherwise, with an accredited entity of the Fund, shall disclose this information before their appointment.
16. At the discretion of the Investment Committee, members may be excluded from reviewing funding proposals in which they have a personal interest or have had significant involvement in any capacity.
17. Furthermore, at the time of appointment, all panel members will sign the oath contained in the Appendix to these TOR.

VII. Revision and termination of the terms of reference of the Panel

18. The Board may revise these TOR as necessary, and following advice from the Investment Committee, in order to incorporate lessons learnt and to reflect the evolving technical needs of the Fund.
19. The mandate of the Panel may be revised or terminated by the Board, if deemed necessary.

Appendix: Oath to be taken by the members of the Independent Technical Advisory Panel

I solemnly declare that I shall perform my duties as a member of the Independent Technical Advisory Panel (the Panel) of the Green Climate Fund (the Fund), honourably, faithfully, impartially and conscientiously.

I further solemnly declare and promise that I shall disclose any financial interest or any other real or perceived conflict of interest in the review and consideration of funding proposals submitted to the Panel and, in general, in any other matter in connection with the fulfilment of the mandate of the Panel.

I shall refrain from participating in the consideration of funding proposals or policy discussions where any financial interest or any other real or perceived conflict of interest may arise, or where any personal circumstance might be incompatible with the requirements of integrity and impartiality expected from a member of the Panel.

Subject to my responsibilities to the Panel, I shall not disclose, even after the termination of my functions, any confidential or proprietary information which is transferred to the Board, the Investment Committee, the Panel or the Secretariat, or any other confidential information coming to my knowledge by reason of my duties for the Panel.

Full name: _____

Date: _____

Signature: _____
