



**GREEN  
CLIMATE  
FUND**

**Meeting of the Board**  
9 – 13 November 2020  
Virtual meeting  
Provisional agenda item 18(b)

**GCF/B.27/16**

**30 October 2020**

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# Matters related to the Head of the Independent Evaluation Unit

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## **Summary**

This document contains a draft decision for consideration by the Board on the recruitment of the Head of the Independent Evaluation Unit.

## **I. Introduction**

1. On 17 August 2020, a letter of resignation from the Head of the Independent Evaluation Unit (IEU), Jyotsna Puri, was shared with the Board. The letter informed that following from 7 November 2020, a new Head or an interim Head of the IEU would be required.
2. Annex I of this document contains a draft decision of the Board on the recruitment of the Head of the IEU. The limited distribution addendum to this document (document GCF/B.27/16/Add.01) contains the additional administrative budget amount for the Board for the year 2020.

## **II. Recommended action by the Board**

3. It is recommended that the Board adopt the decision contained in annex I.

## Annex I: Draft decision of the Board

The Board, having considered decision GCF/B.26/16 titled “Matters related to the Head of the Independent Evaluation Unit”:

- (a) Establishes the Selection Committee as an ad hoc committee of the Board in accordance with paragraphs 2(g) and 30 of the Rules of Procedure of the Board;
- (b) Adopts the terms of reference of the Selection Committee as set out in annex II;
- (c) Appoints as members of the Selection Committee:
  - (i) *[Insert names of the members];*
  - (ii) ...;
- (d) Approves an additional administrative budget for the Board for the year 2020 in the amount as set out in annex I of document GCF/B.27/16/Add.01 and requests the Budget Committee to review the budgetary allocation. This approval is in addition to the USD 4,012,520 approved for the Board budget via decision B.24/05 and decision B.25/09. This additional budget is for the expected costs for the selection of the Head of the Independent Evaluation Unit including the cost of independent executive search firm for the recruitment of the Head of the Independent Evaluation Unit;
- (e) Authorizes the Selection Committee, in consultation with the Budget Committee, to engage the services of the independent executive search firm, with due observance of applicable procurement rules;
- (f) Decides to establish an ad hoc working group of six Board members and/or alternate members of the Board, consisting of three developing country Board members and/or alternate members and three developed country Board members and/or alternate members, to undertake a review, in consultation with the Board, of the Terms of Reference of the Independent Evaluation Unit as adopted in decision B.06/09, annex III, and the Terms of Reference of the Head of the Independent Evaluation Unit as adopted in decision B.10/05, annex V, and present recommendations relating to both terms of reference for the Board’s consideration no later than its twenty-eighth meeting;
- (g) Appoints as member of the working group referred to in paragraph (f) above:
  - (i) *[Insert names of the members];*
  - (ii) ...; and
- (h) Further decides that the selection of the Head of the Independent Evaluation Unit shall be based on the updated terms of reference as approved by the Board based on the recommendations prepared by the ad hoc working group referred to in paragraph (f).

## Annex II: Terms of reference of the Selection Committee

### I. Role and functions

1. The role of the Selection Committee (Selection Committee) is to oversee the selection process of the Head of the Independent Evaluation Unit in accordance with these terms of reference; and recommend at least three final candidates to the Board as soon as possible and no later than at its twenty-ninth meeting.
2. In particular, and without limitation, the Selection Committee shall:
  - (a) Develop and approve the terms of reference for the independent executive search firm to be procured to assist the Selection Committee and the Board with selection, appointment and contracting of a new Head of the Independent Evaluation Unit;
  - (b) With the support of the Secretariat, and in consultation with the Budget Committee, select and engage such independent executive search firm in accordance with the applicable procurement rules;
  - (c) Provide guidance on and approve the vacancy advertisement to be published by the GCF and the search firm, based on the updated terms of reference as approved by the Board;
  - (d) With the support of the independent executive search firm:
    - (i) Establish a long list of [XX] candidates;
    - (ii) Following further review, establish a short list of at least three candidates;
    - (iii) Interview the short list of candidates;
    - (iv) Prepare a detailed final report to be presented to the Board for decision which may include a recommendation with a ranking by preference; and
    - (v) Strive to ensure a balance of candidates from developed and developing countries and gender balance on the long list, and short list of candidates.

### II. Membership

3. The ad hoc committee will comprise:
  - (a) The Co-Chairs of the Board;
  - (b) Two developing country Board members or Alternates; and
  - (c) Two developed country Board members or Alternates.
4. In accordance with the Board Guidelines on the Participation of Advisers, one advisor may support each Committee member.
5. Members of the Selection Committee will serve for its duration as per paragraph 2.
6. The Selection Committee shall be supported in its activities by a representative from the Secretariat.

### III. Duration

7. 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.

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