

A6.4-PROC-GOV-001

Terms of Reference

Article 6.4 experts

Version 02.0



United Nations
Framework Convention on
Climate Change

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1. Background

1. Paragraph 70 of annex II to decision 7/CMA.4 (hereinafter referred to as the rules of procedure of the Supervisory Body of the mechanism established by Article 6, paragraph 4 of the Paris Agreement) specified that the Supervisory Body of the Article 6.4 mechanism (hereinafter referred to as the Supervisory Body) may establish expert groups comprising internal or external experts, such as committees, panels, working groups and/or rosters of experts as required, to assist it in performing its functions and achieving its objectives.¹

2. Scope, applicability and entry into force

2.1. Scope

2. This document sets out the requirements and provides supporting information for the Article 6.4 experts.

2.2. Applicability

3. These terms of reference (ToR) are applicable for experts who provide specialized services to the Supervisory Body relating to the work of the Article 6.4 mechanism. These specializations include:
 - (a) Accreditation;
 - (b) Methodologies;
 - (c) Climate policy.

2.3. Entry into force

4. This document enters into force on 16 May 2025.

3. Requirements applicable to experts

3.1. Requirements applicable to all experts

5. All experts shall fulfil the following minimum requirements:
 - (a) Be familiar with the rules, modalities and procedures for the Article 6.4 mechanism² and relevant decisions of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) and decisions related to the transition of activities from the clean development mechanism to the A6.4 mechanism;
 - (b) Communicate effectively in English, both in writing and orally. A working knowledge of other United Nations languages is desirable;

¹ See decision 7/CMA.4, annex II. Available at:
https://unfccc.int/sites/default/files/resource/cma2023_10a02E.pdf#page=33.

² See decision 3/CMA.3. Available at:
https://unfccc.int/sites/default/files/resource/cma2021_10a01E.pdf#page=25.

- (c) Demonstrate excellent drafting skills, strong operational and analytical skills, and the ability to work effectively as a member of a team;
- (d) Hold an advanced university degree (Masters or above) in the relevant discipline.³ A combination of a university degree plus three years of additional relevant professional experience in the field may be accepted in lieu of an advanced degree.

3.2. Requirements applicable to experts with a specialization in accreditation

6. Accreditation experts shall fulfil the following minimum requirements:

- (a) Have knowledge relevant to the A6.4 activity cycle, gained by, for example, working in other project/programme based offset mechanisms either in the compliance or voluntary markets;
- (b) Demonstrate a minimum of four years of relevant working experience, of which at least two years in a national, regional or international accreditation body or in third-party certification activities;
- (c) Demonstrate work experience of at least 10 accreditation assessments or conformity assessment audits;
- (d) Have knowledge of relevant accreditation requirements, relevant accreditation procedures, mechanism methodologies, applicable legal regulations, sampling/statistics and investment analysis, management systems, auditing techniques and methods to mitigate conflict of interest;
- (e) Have successfully completed an auditor training course based on ISO 19011 or equivalent;
- (f) Hold an advanced university degree (Masters or above) in one of the relevant disciplines: scientific or technological discipline, economics, finance or a related discipline.

3.3. Requirements applicable to experts with a specialization in methodologies

7. Methodologies experts shall fulfil the following minimum requirements:

- (a) Have knowledge relevant to the A6.4 activity cycle, gained by, for example, working in other project/programme based offset mechanisms, either in the compliance or voluntary markets;
- (b) Demonstrate relevant working experience of at least four years in methodological issues related to project/programme-based mechanisms (voluntary or compliance);
- (c) Demonstrate technical/scientific expertise in at least one of the following areas:
 - (i) Baseline and monitoring methodologies for emission reduction or removal activities;
 - (ii) Implementation of emission reduction or removal activities;

³ Please see the specializations below for the specific disciplines.

- (iii) Development of standards or regulations related to emission reduction or removal activities;
- (d) Hold an advanced university degree (Masters or above) in one of the relevant disciplines: economics, energy, social, or environmental studies, natural sciences, engineering, geology, forestry, or a related discipline.

3.4. Requirements applicable to experts with a specialization in climate policy

8. Climate policy experts shall fulfil the following minimum requirements:

- (a) Demonstrate relevant working experience for a total of at least four years in either one or combination of the following areas:
 - (i) Monitoring and verification related to project/programme-based mechanisms (voluntary or compliance) and demonstrate expertise in activity implementation;
 - (ii) Issues related to capacity building and development cooperation related to project/programme-based activities;
 - (iii) Policy work related to integrating crediting and markets with nationally determined contributions, long-term low-emission development strategies and undertakings pursuant to Article 4.6 of the Paris Agreement;
 - (iv) Other policy and technical expertise relevant to the implementation of the A6.4 Mechanism. For example, in relation to economic assessments, modelling, benchmarking, technology transfer, national greenhouse gas inventories, emission projections, registries and climate change policy;
- (b) Hold an advanced university degree (Masters or above) in one of the following relevant disciplines: law, economics, energy, social, or environmental studies, development studies, engineering, forestry, or a related discipline.

4. Supporting information

4.1. Time period

9. Inclusion on the roster shall be for a period of two years, with a possibility of renewal.

4.2. Selection of experts

10. The secretariat, under the guidance of four Supervisory Body members/alternates, appointed by the Supervisory Body, will prepare a shortlist for consideration and decision by the Supervisory Body. The selection of experts is to take into account regional and gender balance, as contained in provisions of the rules, modalities and procedures for the mechanism established by Article 6, paragraph 4, of the Paris Agreement.

4.3. Individual expert capacity, code of conduct, conflict of interest and confidentiality

11. Experts on the roster shall comply mutatis mutandis with the applicable provisions related to working in an individual expert capacity, code of conduct, conflict of interest and

confidentiality as stipulated in paragraphs 25, 26-28, and 29 respectively of annex II to decision 7/CMA.4.⁴

4.4. Assignment of work

12. Once the roster is established, the Supervisory Body will develop a process for selecting experts from the roster for specific assignments.

4.5. Remuneration

13. In accordance with United Nations rules and regulations and subject to the terms of the written agreement to be signed with the secretariat, experts on the rosters shall be remunerated for services provided on time and to the requisite level of quality, on a daily fee basis. Where applicable, travel costs and daily subsistence allowance shall be paid to experts attending in-person meetings involving travel, in accordance with United Nations rules and regulations.

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⁴ See footnote 1.