

Terms of reference for the expert groups, subcommittees, panels, thematic advisory groups or task-focused ad hoc working groups of the Executive Committee of the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts

I. Background

1. The Conference of the Parties (COP), at its nineteenth session, established¹:
 - (a) The Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts in order to address loss and damage associated with the impacts of climate change, including extreme events and slow onset events, in developing countries that are particularly vulnerable to the adverse effects of climate change;
 - (b) The Executive Committee of the Warsaw International Mechanism (hereinafter referred to as the Executive Committee), to guide the implementation of functions of the Warsaw International Mechanism.
2. The COP, at its twentieth session, decided that the Executive Committee may establish expert groups, subcommittees, panels, thematic advisory groups or task-focused ad hoc working groups (hereinafter referred to as expert groups) to help execute the work of the Executive Committee in guiding the implementation of the Warsaw International Mechanism, as appropriate, in an advisory role, and that report to the Executive Committee.
3. The COP, at its twenty-third session, welcomed the report² of the Executive Committee, which contains, inter alia, the five-year rolling workplan of the Executive Committee.
4. The following activities concern the establishment of expert groups in the current five-year rolling workplan:
 - a) Activity 2 of Strategic workstream (a): enhanced cooperation and facilitation in relation to slow onset events Establish a technical expert group/panel to improve the knowledge base on and develop recommendations for approaches to addressing slow onset events, with a view to converting this knowledge base into products that support efforts at the regional and national levels;
 - b) Activity 1 of Strategic workstream (b): enhanced cooperation and facilitation in relation to non-economic losses Establish an expert group to develop inputs and recommendations to enhance data on and knowledge of reducing the risk of and addressing non-economic losses, including how to factor these into the planning and elaboration of measures to address loss and damage associated with the adverse effects of climate change;
 - c) Activity 1 of Strategic workstream (c): enhanced cooperation and facilitation in relation to comprehensive risk management approaches (including assessment, reduction, transfer and retention) to address and build long-term resilience of countries, vulnerable populations and communities to loss and damage, including in relation to extreme and slow onset events, inter alia, through: emergency preparedness, including early warning systems; measures to enhance recovery and rehabilitation and build back/forward better; social protection instruments, including social safety nets; and transformational approaches Establish a technical expert group to enhance knowledge and understanding of comprehensive risk management approaches,

¹ [Decision 2/CP.19.](#)

² FCCC/SB/2017/1/Add.1, annex.

including issues related to finance, data, technology, regulatory environments and capacity-building.

II. Mandate

5. The overarching mandate of expert groups under the Executive Committee, in accordance with decision 2/CP.20, paragraph 8, is to help execute the work of the Executive Committee in guiding the implementation of the Warsaw International Mechanism, as appropriate, in an advisory role, and to report to the Executive Committee.

III. Scope of work

6. The scope of work of the expert groups comprises those activities contained in the five-year rolling workplan of the Executive Committee (see para. 3 above) that refer to the respective expert groups (see annex I).
7. Each expert group will, at its first meeting, develop a plan of action, taking into account the mandate, tasks, expected results and/or possible approaches, as appropriate, defined in the respective activities of the five-year rolling workplan. The plan of action will include specific objectives, indicative time frames and associated actions and deliverables, subject to approval and, as appropriate, will be reviewed by the Executive Committee prior to its implementation.

IV. Size and composition of expert groups

8. Each expert group should consist of:
 - a) Balanced representation of Annex I³ and non-Annex I⁴ members of the Executive Committee;
 - b) Technical experts who reflect regional diversity and who have relevant areas of expertise, taking into consideration, as appropriate, the need for transdisciplinary expertise;
 - c) Representatives of relevant constituted bodies under the Convention.
9. The total number of individuals described in paragraph 8(a) above will not exceed four at any time. For engagement in a single activity, the total number of individuals described in paragraph 8(b) and (c) above will not exceed 10.
10. For each activity of the current five-year rolling workplan of the Executive Committee for which the work of the expert groups is envisioned, the Executive Committee members of the respective expert group, with assistance from the secretariat, will recommend technical experts, as referred to in paragraph 8(b) above, from the Warsaw International Mechanism roster of experts⁵ for approval by the Co-Chairs of the Executive Committee, and will request the Co-Chairs to liaise with the relevant constituted bodies referred to in paragraph 8(c) above.
11. The Executive Committee, at the request of an expert group, can invite additional technical experts, including from the Warsaw International Mechanism roster of experts, as appropriate and as needed, to serve as ad hoc members of the expert group.

³ Annex I' refers to Annex I Parties to the Convention.

⁴ Non-Annex I' refers to non-Annex I Parties to the Convention.

⁵ The roster (see annex II) will include, inter alia, representatives of: UNFCCC non-governmental organization constituency groups; intergovernmental organizations that have been admitted by the COP to the UNFCCC process; national or regional research institutions and universities; multilateral financial institutions; bilateral channels and/or the private sector; and any other institution agreed for inclusion by the Executive Committee.

V. Mode of work of expert groups

12. The mode of work of the expert groups will comprise:

- a) Electronic means/modalities; for example, email, video conferencing and telephone (the primary modality);
- b) In-person meetings, as deemed necessary. Such meetings should be held back-to-back with or in parallel to Executive Committee meetings, sessions of the subsidiary bodies or relevant external events, as far as possible, with a view to maximizing overall efficiency and effectiveness. Support for the participation of Executive Committee members eligible for support applies only to in-person meetings that the Executive Committee has approved in advance.

13. Expert groups will be co-facilitated by two Excom members.

14. Expert groups may choose leads or co-leads for undertaking each activity, as appropriate.

15. Members of expert groups who are not Excom members may not act as representatives of the Executive Committee.

VI. Required qualifications and expertise of technical experts

16. The selection of technical experts will take into account the need for regional balance and be based on the following requirements:⁶

- a) Demonstrable and internationally or regionally recognized expertise;
- b) Practical international, regional or national experience in issues related to addressing the adverse effects of climate change, preferably at a range of different levels.

VII. Reporting of expert groups

17. Expert groups will report through their co-facilitators to the Executive Committee, on a regular basis, at the meetings of the Executive Committee and by written reports, as appropriate.

18. The written reports of expert groups to the Executive Committee should, to the extent possible, include detailed information on the work undertaken.

19. Progress in the work of expert groups will be captured in the report of the Executive Committee.

VIII. Time frame (the group, and the membership)

19. The term of work of the expert groups will be bound by the mandate and scope highlighted in sections II and III above, respectively, and the five-year rolling workplan of the Executive Committee. The term of engagement of individual experts will be guided by the activities for which the experts are nominated.

⁶The Executive Committee encourages expert groups to select experts with diverse experience and knowledge relevant to loss and damage associated with climate change impacts, taking into account the goal of gender balance pursuant to decision 23/CP.18.

Annex I: Tasks assigned to expert groups in the five-year rolling workplan of the Executive Committee of the Warsaw International Mechanism

	Activity	Expected result	Excom meeting					Possible approaches to implementation
			7	8	9	10	11	
Slow onset events (SOEs)	Strategic workstream (a), Activity 2: Establish a technical expert panel/group to improve the knowledge base on and develop recommendations for approaches to addressing SOEs, with a view to converting this knowledge base into products that support efforts at the regional and national levels	Technical expert group/panel established						Invite relevant experts; develop terms of reference (TOR); convene meetings of experts; receive reports back from expert group; gather results of test cases and pilot projects undertaken by others; awareness-raising campaign (e.g. expo)
	Strategic workstream (a), Activity 3: Organize a technical meeting, jointly coordinated by the technical expert group on comprehensive risk management and the SOEs expert panel/group, with a focus on approaches in relation to recovery and rehabilitation and permanent loss	Increased knowledge on approaches in relation to recovery, rehabilitation and permanent loss						Invitations for collaboration
Non-economic losses (NELs)	Strategic workstream (b), Activity 1: Establish an expert group to develop inputs and recommendations to enhance data on and knowledge of reducing the risk of and addressing NELs, including how to factor these into the planning and elaboration of measures to address loss and damage associated with the adverse effects of climate change	Expert group re-established; advice, inputs and recommendations to the Executive Committee (Excom)						Invite experts; develop TOR; convene meetings of experts; receive reports back from expert group
	Strategic workstream (b), Activity 2: Develop an awareness-raising strategy and related knowledge products/outreach material/key messages	Enhanced visibility and understanding of NELs						Excom and other relevant actors, as appropriate, with NELs expert group: side events; workshops organized by partners, as appropriate; knowledge products, etc.
	Strategic workstream (b), Activity 3: Invite the NELs expert group, in collaboration with the Excom: (a) To collect and synthesize information on available tools to assess NELs (b) To disseminate or otherwise make available that information, including via the UNFCCC website	Information collected, synthesized and disseminated						Dissemination of information via appropriate channels, e.g. side events, UNFCCC website
Comprehensive risk management (CRM)	Strategic workstream (a), Activity 3: Organize a technical meeting, jointly coordinated by the technical expert group on comprehensive risk management and the SOEs expert panel/group, with a focus on approaches in relation to recovery and rehabilitation and permanent loss	Increased knowledge on approaches in relation to recovery, rehabilitation and permanent loss						Invitations for collaboration
	Strategic workstream (c), Activity 1: Establish a technical expert group to enhance knowledge and understanding of comprehensive risk management approaches, including issues related to finance, data, technology, regulatory environments and capacity-building (TEG-CRM)	TEG-CRM agreed and established						Invite experts; develop TOR; convene meetings of experts; receive reports back from TEG-CRM
	Strategic workstream (c), Activity 2(a): The Excom, through TEG-CRM, to identify gaps and identify or develop methodologies to be used by national governments to enhance knowledge and understanding of CRM approaches, including issues related to finance, data, technology, regulatory environments and capacity-building, which may feed into national adaptation plans and other relevant processes, as appropriate	Methodologies to enhance knowledge and understanding of CRM approaches identified and/or developed						TEG-CRM to identify gaps and identify or develop methodologies and review questionnaires
	Strategic workstream (c), Activity 2(b): The Excom, through TEG-CRM, to collect feedback and provide advice on revisions to the compendium on CRM	Revised compendium						Secretariat to facilitate TEG-CRM meetings and collate its advice and revisions
	Strategic workstream (c), Activity 2(c): The Excom, through TEG-CRM, to consult with experts to prepare the paper referred to in action area 5, activity (c), of the initial two-year workplan and consolidate experience and lessons learned, and identify priority areas for increasing capacity and investment and communicate them to the relevant actors	Paper with clear priority areas identified						TEG-CRM to identify priority areas for increasing capacity and investment TEG-CRM to consult with experts
	Strategic workstream (c), Activity 2(d): The Excom through TEG-CRM, to provide information on tools and instruments addressing the limits of current CRM approaches and actions to facilitate transformational approaches	Improved and enhanced understanding of tools and instruments addressing the limits of current CRM approaches and actions to facilitate transformational approaches						Call for submissions of information on tools and instruments addressing the limits of current CRM approaches and actions to facilitate transformational approaches
	Strategic workstream (c), Activity 2(e): The Excom through TEG-CRM, to identify how the clearing house for risk transfer can be used to support the work of the Excom and TEG-CRM and how the clearing house for risk transfer can be enhanced	Enhanced understanding of risk transfer mechanisms and of how the clearing house contributes to supporting the work of the Excom committee and TEG-CRM Improved understanding of the specific needs related to risk transfer mechanisms (through analysis of the topics, questions posed and other relevant information submitted to the clearing house)						Invite clearing house partners to share information on the usage of the clearing house as well as the topics and questions posed and any other relevant information, and submit to Excom for consideration

Annex II: Draft template for registering experts in the Warsaw International Mechanism roster of experts

- **Personal details**
 - Title
 - Family name
 - First name
 - Nationalities
 - Date of birth
 - Contact email
 - Employed by (organisation/title/division)
 - Contact information (address/PO box)

- **Education**
 - University qualification (degree, subject, university, year)
 - Official United Nations languages
 - Other languages

- **Regional expertise**
 - Western Europe
 - Central and Eastern Europe
 - Latin America and the Caribbean
 - Asia-Pacific
 - Africa
 - North America

Any other relevant information

Expertise

- **Slow onset events**
 - Loss of biodiversity
 - Land and forest degradation
 - Rising temperatures
 - Salinization
 - Sea level rise
 - Ocean acidification
 - Desertification
 - Glacial retreat and related impacts

- **Non-economic losses**
 - Life
 - Health
 - Human and mobility
 - Territory
 - Cultural heritage
 - Indigenous/local knowledge
 - Biodiversity
 - Ecosystem services

- **Comprehensive risk management approaches**

- Risk assessment
- Risk reduction
- Risk transfer
- Risk retention
- Emergency preparedness
- Early warning systems
- Recovery and rehabilitation
- Protection/social safety
- Transformational approaches

Any other relevant experience