

## **DRAFT**

# **Terms of References of 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**

*As at 14 March 2018*

## **I. Background**

1. The Conference of the Parties (COP), at its nineteenth session, established:
  - (a) The Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts in order to address loss and damage associated with 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 (hereinafter referred to as the Warsaw International Mechanism);
  - (b) An Executive Committee of the Warsaw International Mechanism, to guide the implementation of functions of the Warsaw International Mechanism (hereinafter referred to as Excom).
2. The COP, at its twentieth session, decided that the Excom 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 Excom in guiding the implementation of the Warsaw International Mechanism, as appropriate, in an advisory role, and that report to the Excom.
3. The COP, at its twenty-third session, welcomed the report<sup>1</sup> of the Excom which, inter alia, contains the five-year rolling workplan of the Excom.
4. The following activities concern the establishment of expert groups in the current five-year rolling workplan:
  - a. Activity 2 of the “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 SOEs, with a view to converting this knowledge base into products that support efforts at the regional and national levels;
  - b. Activity 1 of the “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 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.
  - c. Activity 1 of the “Strategic workstream (c): enhanced cooperation and facilitation in relation to comprehensive risk management approaches (including assessment, reduction, transfer,

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<sup>1</sup> UNFCCC/SB/2017/1, Add. 1, annex.

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

## II. Mandate

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

## III. Scope of work

6. The scope of work of the expert groups adheres to those activities contained in the five-year rolling workplan of the Excom<sup>2</sup> which refer to the respective expert groups.
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, as defined in the respective activities of the five-year rolling workplan. Such plan of action will include specific objectives, indicative timeframes and associated actions and deliverables, subject to approval and, as appropriate, review by the Excom prior to its implementation.

## IV. Size and composition of expert groups

8. Each expert group should consist of:
  - a. Balanced representation of Annex I<sup>3</sup> and non-Annex I<sup>4</sup> members of the Excom;
  - b. Technical experts reflecting areas of expertise and regional diversity;
  - c. Representative(s) from relevant constituted bodies under the Convention.
9. The total number of individuals described in paragraph 8(a) above will not exceed four at a time. The total number of individuals described, engaged in a single activity, in paragraph 8 (b) and (c) above will not exceed ten.
10. For each activity for which work of expert groups is envisioned as per the current five-year rolling workplan of the Excom, the Excom members of the respective expert groups, with assistance by the Secretariat, will recommend technical experts referred to in paragraph 8 (b) above from the "*WIM Roster of Experts*"<sup>5</sup> for approval by the co-chairs of the Excom, and request the co-chairs to liaise with the relevant bodies referred to in paragraph 8 (c) above.

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<sup>2</sup> UNFCCC/SB/2017/1, Add. 1, annex.

<sup>3</sup> Annex I' refers to Annex I Parties to the Convention

<sup>4</sup> Non-Annex I' refers to non-Annex I Parties to the Convention.

<sup>5</sup> Will include inter alia: representatives from UNFCCC NGO constituency groups; representatives from intergovernmental organizations (IGO), that have been admitted by the COP to the UNFCCC process; representatives from nationally- or regionally-based research institutions and universities; Representatives from multilateral financial institutions; bilateral channels and/or the private sector; any other institution agreed for inclusion by the Excom.

11. The Excom, at the request of the expert group, can invite additional technical experts from the "*WIM roster of experts*", as appropriate and needed, to serve as ad-hoc members of the expert group.

## **V. Mode of Work**

12. The mode of the work of the expert groups includes:
- a. Electronic means/modalities, e.g. email, video conference, telephone (primary modality);
  - b. In-person meetings, as deemed necessary. Such meetings should be held back-to-back with/in parallel to Excom meetings, SB sessions, or relevant external events, as far as possible, with a view to maximizing overall efficiency and effectiveness. Support for participation of appointed Excom members eligible for support applies to only those in-person meetings which the Excom has approved in advance.
13. Expert groups will be co-facilitated by two members from the Excom.
14. Expert groups may choose lead/co-leads for undertaking each activity, as appropriate.
15. Members of expert groups who are not members of the Excom may not act as representatives of the Excom.

## **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 required qualifications and expertise:<sup>6</sup>
- a. Demonstrable and internationally and/or regionally recognised expertise;
  - b. Practical international, regional, and/or national experience working on issues related to addressing the adverse effects of climate change, at a range of different levels, is preferred.

## **VII. Reporting**

17. Expert groups report to the Excom, on a regular basis, through respective co-facilitators, at the meetings of the Excom and through written reports, as appropriate.
18. The written reports of expert groups to the Excom should, to the extent possible, include detailed information on the work undertaken.
19. Progress related to the work of expert groups will be captured in the report of the Excom.

## **VIII. Timeframe (the group, and the membership)**

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<sup>6</sup>The Excom encourages expert groups to select experts with the diversity of 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.

19. The term of work of the expert group will be bound by the mandate and scope highlighted in sections II and III above, and the five-year rolling workplan of the Excom. The term of engagement of individual experts will be bound by the activities which the experts are convened for.

## Annex I: List of tasks assigned to expert groups in the five-year workplan of the Excom (as at 5 March 2018)

	Activity	Expected Result	Excom					Possible approaches to implementation
			7	8	9	10	11	
Slow onset events (SOEs)	Workstream (a), Activity (2) - Establish a technical expert group/panel 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 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)
	Workstream (a), Activity (3) - Organize a technical meeting, jointly coordinate 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)	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 Excom						Invite experts; develop TOR; convene meetings of experts; receive reports back from expert group
	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.
	Workstream (b) Activity (3) - Invite the NELs expert group in collaboration with 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)	Workstream (a), Activity (3) - Organize a technical meeting, jointly coordinate 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
	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
	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
	Workstream (c), Activity (2)(b) - ( <i>The Excom through TEG-CRM</i> ) 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
	Workstream (c), Activity (2)(c) - ( <i>The Excom through TEG-CRM</i> ) 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
	Workstream (c), Activity (2)(d) - ( <i>The Excom through TEG-CRM</i> ) 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
	Workstream (c), Activity (2)(e) - ( <i>The Excom through TEG-CRM</i> ) to identify how the clearing house for risk transfer can be used to support the work of the Executive Committee 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 executive 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 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 UN languages
- Other Languages

**Regional expertise (provides a list to tick)**

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

Fill in 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;
  - 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.