

**DRAFT****Annex 1****DRAFT TERMS OF REFERENCE FOR MEMBERSHIP OF THE CDM EXECUTIVE BOARD****I. Nature of work**

1. The Executive Board (hereinafter referred to as the Board) supervises the clean development mechanism (CDM), under the authority and guidance of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) and fully accountable to the CMP. As such, the Board is the regulatory body for the CDM and is responsible for elaborating a clear and comprehensive policy framework, based on the guidance provided by the CMP, and ensuring that all CDM activities are undertaken in a manner consistent with this policy framework.
2. In this context, and in accordance with relevant guidance provided by the CMP, the Board is responsible for, inter alia:
 - (a) The elaboration of a clear and comprehensive policy framework by adopting new and revised standards, procedures, guidelines and, where necessary, clarifications;
 - (b) Reporting on its activities to each session of the CMP and, as appropriate, recommending new or revised guidance to the CMP for its consideration;
 - (c) The conduct of regulatory functions related to the operation of the CDM, including the approval of new methodologies, the accreditation of operational entities, the review of registration and issuance requests as necessary, and the operation of the CDM registry;
 - (d) The public availability of information on the CDM, including the policy framework and information on project activities and issued certified emission reductions (CERs);
 - (e) Support provided to the realisation of specific policy objectives set by the CMP;
 - (f) The promotion of awareness of the CDM and the work of the Board among stakeholders.
3. The Board carries out its work in an executive and supervisory manner by delegating work to, and considering proposals from, its support structure. The UNFCCC secretariat services the Board and provides its primary source of support. In addition, the Board establishes panels and working groups and involves outside expertise, as required, to assist in specific tasks.

II. Skills and expertise

4. All members and alternate members of the Board shall have:
 - (a) Experience and competence in developing policy and strategy frameworks within regulatory processes, preferably but not necessarily in an international environment;
 - (b) Understanding of business perspectives regarding investment in the environmental field;
 - (c) Understanding of the intergovernmental process in relation to climate change or other environmental agreements and appreciation of the nexus of actions to combat climate change and promote sustainable development;

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- (d) Preparedness to obtain further knowledge and understanding of CMP decisions relevant to the CDM and guidance previously established by the Board;
- (e) The highest levels of professionalism and competence and a commitment to act in their individual capacities and in a manner consistent with the Board's Code of Conduct;
- (f) Competence in English (written and oral).

5. Overall, the membership of the Board should encompass perspectives from both the public and private sectors and relevant non-governmental organizations, and should leverage in particular technical, legal and economic expertise relevant to the CDM.

III. Expected time commitment

6. Members and alternate members are expected to make the following time commitments for service on the CDM Executive Board:

- (a) Attending approximately 6–8 meetings per calendar year, requiring a time commitment of approximately [40–70] working days per year, including travel time, and approximately [15–25] working days per year for preparation;
- (b) Chairing or vice-chairing meetings of a panel and/or working group, if appointed, requiring a time commitment of approximately [20–50] working days per year, including travel time, and approximately [10–25] working days per year for preparation;
- (c) Other Board and external activities and events relating to membership of the Board, requiring a time commitment of [5–10] working days per year.

7. In addition, the Chair and Vice-Chair of the Board are expected to make available further time for the purpose of coordinating and preparing the Board's activities and representing the Board at events, amounting to approximately [10–20] working days per year.
