

**Annex 5****DRAFT TERMS OF REFERENCE FOR EXPERTS  
APPRAISING DETERMINATIONS OR PARTICIPATING IN REVIEW TEAMS  
UNDER THE VERIFICATION PROCEDURE UNDER THE  
JOINT IMPLEMENTATION SUPERVISORY COMMITTEE****Note by the secretariat**

1. At its second meeting, the JISC considered draft procedures for reviews under the verification procedure under the JISC prepared by the secretariat. It discussed the operationalisation of paragraphs 35 and 39 of the JI guidelines, including the organisation of requests for reviews, forms to be used for requests for reviews and the meeting of tight deadlines. It revised the draft procedures on this basis, but decided to continue the discussions, in particular with regard to deadlines and criteria for reviews, at its next meeting, and requested the secretariat to prepare draft terms of reference for experts to participate in review teams.
2. On this basis the secretariat, in consultation with the Chair of the JISC:
  - (a) Revised the draft procedures for reviews under the verification procedure under the Joint Implementation Supervisory Committee (annex 3 of the annotations to the proposed agenda of the third meeting of the JISC); and
  - (b) Prepared draft procedures for appraisals of determinations under the verification procedure under the Joint Implementation Supervisory Committee (annex 4 of the annotations to the proposed agenda of the third meeting of the JISC) as well as draft terms of reference for experts appraising determinations or participating in review teams under the verification procedure under the Joint Implementation Supervisory Committee (annex 5 of the annotations to the proposed agenda of the third meeting of the JISC).



**TERMS OF REFERENCE FOR EXPERTS  
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JOINT IMPLEMENTATION SUPERVISORY COMMITTEE**

**Version 01**

**A. Background**

1. Paragraphs 30–45 of the annex to decision 9/CMP.1 on guidelines for the implementation of Article 6 of the Kyoto Protocol (hereinafter referred to as JI guidelines) define the verification procedure under the Joint Implementation Supervisory Committee (JISC) (hereinafter referred to as the Track 2 procedure).
2. The Track 2 procedure is the determination by an independent entity, accredited pursuant to appendix A of the JI guidelines, of whether a project and the ensuing reductions of anthropogenic emissions by sources or enhancements of anthropogenic removals by sinks meet the relevant requirements of Article 6 of the Kyoto Protocol and the JI guidelines.
3. In accordance with paragraph 3 (f) of the JI guidelines the JISC shall be responsible for the review procedures set out in paragraphs 35 and 39 of the JI guidelines.
4. The JISC defined procedures for appraisals of determinations pursuant to paragraphs 33 (hereinafter referred to as determinations) and 37 (hereinafter referred to as verifications) of the JI guidelines to assist the individual JISC members in their decisions on whether to request a review.<sup>1</sup>
5. By elaborating on the provisions contained in paragraphs 35 and 39 of the JI guidelines the JISC defined procedures for reviews under the verification procedure under the JISC.<sup>2</sup> According to these procedures the JISC sets up review teams (JISC-RTs) on a case-by-case basis to assist it in conducting reviews in accordance with paragraphs 35 and 39 of the JI guidelines.
6. The present document defines terms of reference for experts appraising determinations/verifications and participating in review teams under the Track 2 procedure.

**B. Terms of Reference**

1. Areas of work

7. Experts selected to appraise determinations/verifications shall prepare appraisals indicating whether all the requirements of Article 6 of the Kyoto Protocol and the JI guidelines and further relevant requirements defined by the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (COP/MOP) or the JISC with regard to determinations/verifications are met and appropriately dealt with by the AIE.

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<sup>1</sup> See “Procedures for appraisals of determinations under the verification procedure under the Joint Implementation Supervisory Committee”.

<sup>2</sup> See “Procedures for reviews under the verification procedure under the Joint Implementation Supervisory Committee”.



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8. Experts selected to participate in a JISC-RT shall fulfill the tasks assigned to them within the team. Within the scope of the review decided on by the JISC, a JISC-RT, under the guidance of the JISC members responsible for supervising the review, shall:

- (a) Provide inputs;
- (b) Prepare requests for clarification and/or further information to the accredited independent entity (AIE) and/or project participants; and
- (c) Analyse information received during the review.

2. Modalities of work

9. Experts selected to appraise determinations/verifications shall operate under the general guidance of the JISC.

10. A JISC-RT shall:

- (a) Operate under the general guidance of the JISC. The mandate of a JISC-RT is determined, as applicable, by the rules of procedure of the JISC, these terms of reference and additional guidance provided by the JISC;
- (b) Consist of two JISC members, who will be responsible for supervising the review, and outside experts, as appropriate. One JISC member of a JISC-RT shall be identified as lead member of the team and will be responsible for, inter alia, drafting the final recommendation of the team to the JISC, ensuring that any diverging views within the team are reflected. The JISC shall determine the composition of a JISC-RT.

11. The use of electronic means of communication is essential for these operations.

3. Services to be provided

12. An expert appraising determinations/verifications or participating in JISC-RTs shall:

- (a) Be available to participate in (electronic) discussions (e-mail and/or phone);
- (b) Fulfill the tasks agreed on in good quality and on time;
- (c) Treat with strict confidentiality any of the information which she/he receives in the context of the work assigned to her/him which is not public; and
- (d) Declare on each specific case she/he is requested to work on whether or not she/he is in a situation of perceived conflict of interest.

4. Membership

13. The JISC establishes a roster of experts on which it will draw with regard to appraisals of determinations and verifications. It may also draw on this roster when setting up JISC-RTs. The secretariat shall launch a public call for experts by posting, on the UNFCCC JI website, an invitation to experts fulfilling the competence requirements below to submit their applications.

14. Experts appraising determinations/verifications are identified by the secretariat in consultation with the Chair of the JISC, members of a JISC-RT are selected by the JISC, taking fully into account regional balance.



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15. The experts selected shall:
- (a) Act in her/his personal capacity;
  - (b) Shall have demonstrated and recognized expertise relevant to the field of work, in particular regarding tasks described in the terms of reference. She/he shall have documented her/his competence through a self-declaration, recommendations and any other appropriate documentation;
  - (c) Be familiar with the JI guidelines and relevant decisions of the Conference of the Parties and/or the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol;
  - (d) Have recognized experience and/or knowledge relevant to the JI project cycle;
  - (e) Demonstrate relevant working experience of at least three years on methodological issues and/or monitoring and verification related to project-based mechanisms;
  - (f) Demonstrate technical/scientific expertise, inter alia through publications, in at least one of the following areas:
    - (i) Methodological issues regarding baselines and monitoring;
    - (ii) Project implementation, including monitoring and verification;
  - (g) Possess an advanced university degree in economics, environmental studies, natural sciences, engineering, development studies, or any related discipline;
  - (h) Be able to communicate fluently, both in writing and orally, in English. A working knowledge of other United Nations languages is desirable;
  - (i) Have excellent drafting skills, strong operational and analytical skills, and the ability to work as a member of a team; and
  - (j) Be free from any interest that might cause the JISC/JISC-RT to act in other than an impartial and non-discriminatory manner.
16. Selected experts shall be required to commit in writing to comply with the JI guidelines and any decisions taken by the JISC, in particular with regard to confidentiality and to independence from commercial and other interests.

**5. Compensation**

17. Subject to the fulfilment of the conditions in a written agreement with the secretariat, experts selected will be compensated for the work undertaken with daily fees in accordance with UN rules and regulations.
18. For each appraisal task, if the appraisal is delivered in good quality and on time, one daily fee shall be paid to the expert. The Chair of the JISC shall decide if fee payment issues arise regarding quality and timeliness.
19. An expert participating in a JISC-RT shall be paid the daily fees agreed on with the lead member of the team taking into account the complexity of the case and tasks assigned. The lead member of the JISC-RT shall decide if fee payment issues arise regarding quality and timeliness.