



ADAPTATION FUND

AFB/B.6-7/1
July, 29, 2009

Adaptation Fund Board

The Adaptation Fund Board decides to request the secretariat to issue a call for experts for the Adaptation Fund Board Accreditation Panel in accordance with the attached Terms of Reference, and to submit a short list of experts to the Board at its seventh meeting.

Decision B.6-7.1



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**TERMS OF REFERENCE
FOR
EXTERNAL EXPERTS TO THE ADAPTATION FUND BOARD
ACCREDITATION PANEL**

BACKGROUND

1. The Adaptation Fund has been established by the Parties to the Kyoto Protocol of the UN Framework Convention on Climate Change to finance concrete adaptation projects and programmes in developing countries that are Parties to the Kyoto Protocol.
2. The overall goal of all adaptation projects and programmes financed under the Fund is to support concrete adaptation activities that reduce adverse impacts of and risks posed by climate change facing communities, countries, and sectors. The Fund will not finance business-as-usual projects that do not implement concrete actions to reduce the adverse impacts of climate change.
3. Eligible Parties who seek financial resources from the Adaptation Fund may submit proposals *either* directly through their nominated National Implementing Entity (NIE)¹ *or* using the services of Multilateral Implementing Entities (MIE).

OBJECTIVE

4. The Adaptation Fund is currently forming an Adaptation Fund Board Accreditation Panel (hereafter “the Panel”) to ensure that NIEs and MIEs meet the fiduciary standards provided by the Adaptation Fund Board (hereafter “the Board”). The Panel will be composed of five members selected by the Board including two Board members and three external experts with demonstrated and recognized capacity in their field of work.
5. To achieve this objective the Adaptation Fund Board is conducting a search to select external experts in accreditation or a related field, to join the Adaptation Fund Accreditation Panel.

TASKS AND RESPONSIBILITIES

6. In accordance with the *Provisional Operational Policies and Guidelines for Parties to Access Resources from the Adaptation Fund* (hereafter “the operational policies and guidelines”), the Panel shall make recommendations to the Board regarding:
 - (a) The accreditation of an implementing entity;
 - (b) The conditional accreditation of an implementing entity;
 - (c) The suspension of accreditation of an implementing entity;
 - (d) The cancellation of accreditation of an implementing entity; and
 - (e) The re-accreditation of an implementing entity.
7. The tasks identified in the paragraph above imply that, *inter alia*, the following activities are to be carried out by the Panel:
 - (a) Reviewing and considering applications for accreditation of implementing entities;
 - (b) Determining whether technical support needs to be provided to an implementing entity to address areas requiring further work in order to get accreditation, and the extent of the required support;
 - (c) Determining the existence of exceptional circumstances that justifies the use of an external assessor to help resolve difficult/contentious issues;

¹ They may include *inter alia*, ministries, inter-ministerial commissions, government cooperation agencies.

- (d) Determining the need to require additional information or resubmission of the application from the implementing entity;
- (e) Determining whether an on-site visit and/or witnessing of the implementing entity is required;
- (f) Making recommendations to the Board on the issues above, as applicable.

SELECTION REQUIREMENTS

8. Selection of external experts will be based on the following criteria:
- (a) An advanced university degree in economics, accounting, or any related discipline;
 - (b) Demonstrated relevant work [5-10] years experience in accounting, auditing, public finance and project management in a national, regional or international capacity. Experience with any national or international accreditation body would be an advantage;
 - (c) An understating of government and nongovernmental financial reporting systems. Knowledge of forensic accounting and internal control mechanisms is desirable;
 - (d) Ability to communicate fluently, both in writing and orally, in English. Working knowledge of other UN languages desirable; and
 - (e) Excellent drafting skills, strong operational and analytical skills, and the ability to work as a member of a team.

COMPENSATION

9. Travel costs and daily subsistence allowance shall be paid to panel members attending a meeting of the panel or for any official site visit as approved by the Board in accordance with UN rules.
10. External experts shall be paid fees for their services.