

Indigenous Peoples Advisory Group to the GEF

TERMS OF REFERENCE

I. Background

1. The GEF, in its Information Document GEF/C.42/Inf.03/Rev1 of September 10, 2012 entitled *Principles and Guidelines for Engagement with Indigenous Peoples* establishes an Indigenous Peoples Advisory Group to enhance “coordination between GEF Partner Agencies, GEF Secretariat Staff, and Indigenous Peoples.” As articulated in this document, the “key function of the group would be to provide advice to the Indigenous Peoples focal point on the operationalization and reviewing of this Principles and Guidelines paper, particularly on the appropriate modality to enhance dialogue among Indigenous Peoples, GEF Partner Agencies, the GEF Secretariat representatives and other experts.”
2. At the 42nd GEF Council meeting, GEF Secretariat staff met with members of the Indigenous Peoples Task Force to the GEF (IPTF) to discuss potential roles and member composition of the GEF Indigenous Peoples Advisory Group (hereinafter referred to as “Advisory Group”). The GEF Secretariat also performed subsequent consultations to gather additional input from members of the IPTF and other experts.
3. On the basis of the above, the following Terms of Reference (TOR) outline the principal functions, membership and procedures of the Advisory Group. Once the Advisory Group is formed, their first task will be to review the TOR and finalize it among the Advisory Group members in consultation with the GEF Secretariat.

II. Key Functions

4. The Advisory Group will provide periodic guidance and expert advice to the GEF Indigenous Peoples focal point on the operationalization of the recently posted Information Document *Principles and Guidelines for Engagement with Indigenous Peoples*, as well as subsequent review and updating as relevant. In particular, the Advisory Group will:
 - a) Recommend appropriate and effective modalities to enhance dialogue

among Indigenous Peoples, GEF Partner Agencies¹, and the GEF Secretariat representatives and other experts.

- b) Recommend modalities and specific activities for enhancing Indigenous Peoples capacity to engage in GEF projects and processes, such as through related GEF activities (such as Focal Area Strategy Development, Constituency Workshops National Portfolio Formulation Exercises, and GEF SGP National Steering Committees) and other relevant activities.
 - c) Provide inputs to the Indigenous Peoples focal point on resources and tools that can be used to enhance implementation of the Guidelines by the GEF Secretariat and GEF Partner Agencies.
 - d) Provide inputs on the identification and strengthening of financial arrangements to support Indigenous Peoples efforts to protect their rights and effectively manage their resources through existing and new projects and programs.
 - e) Provide inputs to the Indigenous Peoples focal point related to the review and updating of the GEF document, *Principles and Guidelines for Engagement with Indigenous Peoples*, and as appropriate, on other relevant GEF policies and processes.
 - f) Maintain effective outreach with appropriate Indigenous Peoples organizations and relevant communities on issues related to the GEF.
5. Based on the above functions, the Advisory Group may also make recommendations to the GEF Civil Society/Capacity Development Officer on issues related to general coordination of Indigenous Peoples in the broader GEF NGO Network and with other civil society organizations.

¹ The term "GEF Partner Agencies" refers to any of the agencies eligible to request and receive GEF resources directly for the design, implementation, and supervision of GEF Projects. The term encompasses both the ten existing GEF Agencies including the three Implementing Agencies (i.e., International Bank for Reconstruction and Development, the United Nations Development Programme, and United Nations Environment Programme); the seven expanded opportunities Agencies (the African Development Bank, the Asian Development Bank, the European Bank for Reconstruction and Development, the Food and Agriculture Organization of the United Nations, the Inter-American Development Bank, the International Fund for Agricultural Development, and the United Nations Industrial Development Organization) and any future GEF Project Agencies which become accredited under paragraph 28 of the GEF Instrument.

III. Meetings and Reporting

6. The Advisory Group will meet at times that are appropriate for providing inputs and reviewing progress related to the key functions of the group. The meetings of the Advisory Group may be held either with its members being physically present or by electronic means. Preferably, meetings will occur twice in the first year of the Advisory Group's establishment; subsequent meetings will be determined with the inputs from the group, subject to financial availability and other relevant factors. The dates, the mode (i.e. physical or electronic meeting) and the meeting agendas shall be determined by the Secretariat in consultation with the Chair. Meeting times and locations will also be selected in a manner that takes advantage of existing meetings where members may be in attendance in an effort to reduce travel and cost burdens. The Advisory Group may also be convened on an ad-hoc basis by the GEF Indigenous Peoples focal point to consider specific issues.

7. The Indigenous Peoples focal point will make use of electronic communications, the GEF web site and videoconferencing to facilitate information sharing among Advisory Group members between formal meetings.

8. The Advisory Group will issue, in a timely manner, a summary record of each of its meetings. Such reports shall be maintained and made available by the Indigenous Peoples focal point.

9. Key documents will be translated into Spanish and French, subject to financial availability.

IV. Composition and Selection

10. The Advisory Group will be comprised of up to 7 experts, who will serve in their individual capacity to provide guidance and expert advice to the GEF Secretariat through the Indigenous Peoples focal point. Its membership will broadly represent the Indigenous Peoples community and will take into consideration the mix and range of skills and expertise required to execute the key functions of the group. Specifically, the Indigenous Peoples Advisory Group will consist of:

- a) Three Indigenous Persons, drawn from a pool of candidates self-selected by Indigenous Peoples worldwide, with appropriate consideration for geographical balance.
 - b) One Indigenous Peoples representative chosen from the GEF NGO Network's Indigenous Peoples Representatives, to ensure synergy and coordination.
 - c) One independent expert drawn from a range of partners and stakeholders including non-governmental organizations, international organizations, practitioners, and academic and research institutions.
 - d) One representative among the GEF Partner Agencies.
 - e) The GEF Indigenous Peoples focal point will serve as a Secretariat of the Group.
11. The GEF Secretariat will select the members of the Advisory Group in accordance with the composition above and with appropriate consideration of the following:
- a) Demonstrated expertise and experience in responding to a range of indigenous peoples and global environmental issues at both local and global levels;
 - b) Knowledge of the GEF and its programs and processes; and
 - c) Geographical and gender balance.
12. Members of the Advisory Group are expected to commit to the following:
- a) Regular attendance at meetings (including both physical and electronic meetings);
 - b) Preparation of agreed substantive inputs on the priority topics identified

by the Advisory Group in good quality and on time;

c) Review of recommendations or other materials produced by the Advisory Group;

d) Participation in sub-working groups (if any), telephone conferences and interactions via e-mail

e) Adherence to Chatham House rules.

13. The following shall constitute standards for removal from the Advisory Group:

a) Inability of unwillingness to fulfill the obligations outline in Article 11 above;

b) Conduct that would have a negative impact on the integrity of, and/or confidence in the Advisory Group's scope of work and members;

c) Loss of status that qualified the member for appointment.

V. Term of Office

14. Advisory Group members will serve two-year terms, and will be eligible to serve no more than two consecutive terms (four years). Advisory Group members will be rotated with due consideration of the need to preserve the continuity of the Group. In principle, one-third of the Advisory Group will rotate each year.

VI. Modalities of Work

15. The Advisory Group shall operate under the guidance of the GEF Secretariat and consult with appropriate GEF Secretariat staff to develop its priorities of work, in accordance with the terms outlined in the *Principles and Guidelines for Engagement with Indigenous Peoples* information document.

16. The Advisory Group shall appoint one Chair, who will be elected by the Advisory Group from among its Indigenous Peoples members to serve for a one-year term. The Chair may delegate the Co-Chair function to a member if s/he is not available. The Chair position will be rotated with due consideration of the need to preserve continuity.

17. The Advisory Group may appoint ad hoc technical sub-working groups to address specific topics according to the established priorities. The Chair will identify the need for such sub-working groups and designate Advisory Group members to serve on them. Sub-working groups shall determine the most efficient manner for accomplishing their work.

VII. Secretariat

18. The GEF will exercise overall management of the Advisory Group and provide financial and administrative support as required. The GEF will also serve as the Secretariat to the Advisory Group.

VIII. Remuneration

19. Indigenous Peoples Advisory Group members will not receive remuneration for their service; however, they will receive necessary travel support and reimbursement in order to attend Advisory Group meetings and other relevant activities.