

**TERMS OF REFERENCE IN RELATION TO THE MEMBERSHIP OF THE EXECUTIVE  
COMMITTEE OF THE ZERO2NATURE**

Version 1.0

**APPROVED ZERO2NATURE PROCEDURE**

“Developed from the CDM conception of the UNFCCC”.



September 2012



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### I. NATURE OF THE WORK

1. The Executive Committee of the ZERO2NATURE (hereinafter referred to as EC) supervises the ZERO2NATURE system.
2. In this context, the EC is the regulatory body of the ZERO2NATURE system, 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) The conduct of regulatory functions related to the operation of the ZERO2NATURE system, including the approval of new methodologies, the accreditation of certifying entities, the review of registration and issuance requests, as necessary, and the operation of the ZERO2NATURE registry, to ensure that all ZERO2NATURE activities are undertaken in a manner consistent with the established policy framework;
  - (c) The public availability of information on the ZERO2NATURE system, including the policy framework and information on project activities and issued certified negative emission reductions;
  - (d) The promotion of awareness of the ZERO2NATURE system and the work of the EC among stakeholders;
  - (f) Reporting on its activities monthly and, as appropriate, presenting new or revised guidelines.
3. The EC carries out its work in an executive and supervisory manner, by delegating work to, and considering proposals from, its support structure. The secretariat services the EC and is its primary source of support. In addition, the EC establishes panels and working groups and involves outside expertise, as required, to assist with specific tasks.

### II. SKILLS AND EXPERTISE

4. All members and alternate members of the EC should:
  - (a) Have experience and competence in developing policy and strategy frameworks within regulatory processes, preferably but not necessarily in an international environment;



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- (b) Have an understanding of business perspectives regarding investment in the environmental field;
  - (c) Have knowledge on and an understanding of the eco-sustainable development concept;
  - (d) Be prepared to obtain further knowledge on and understanding related to the ZERO2NATURE process;
  - (e) Exhibit the highest levels of professionalism and competence and a commitment to act in their individual capacities and in a manner consistent with the EC's code of conduct;
  - (f) Show commitment to the effective management of the ZERO2NATURE system and to working as a team with other members and alternate members, including in relation to reaching consensus;
  - (g) Have competence in English (written and oral).
5. Overall, the membership of the EC should include perspectives from both the public and private sectors, as well as from relevant non-governmental communities, and should leverage in particular technical, legal and economic expertise relevant to the ZERO2NATURE system.
6. Members and alternate members have the opportunity to participate in orientation and information activities provided by the secretariat to augment their knowledge on and understanding of existing ZERO2NATURE guidance and specific issues on which they need to engage.

### III. EXPECTED TIME COMMITMENT

7. Members and alternate members of the EC are expected to commit to the following:
- (a) Attending approximately 3–8 meetings per calendar year, requiring a time commitment of approximately 5–15 working days per year, including travel time, plus approximately 10–20 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 8–20 working days per year, including travel time, plus approximately 15–30 working days per year for preparation;



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(c) Participating in other activities of the EC and external activities and events relating to membership of the EC, requiring a time commitment of 1–5 working days per year.

### IV. ELECTION PROCESS

8. The chairperson and vice-chair person are elected by their EC colleagues for a period of two years.

	Document information	
Version	Date	Description
1.0	September 24, 2012	Procedure