

Terms of Reference for National REDD+ Coordinating Body on REDD+ Phase 2 and beyond

1. Objectives

- A. To provide guidance and oversight for all REDD+ implementation in Myanmar in order to support the effective and efficient reduction of net GHG emissions from forests in the country.
- B. To serve as the governing body for Development Partner projects involving implementation of REDD+.
- C. To coordinate between and among all relevant government and non-governmental stakeholders, REDD+ programmes, projects and initiatives in order to achieve consistency among all REDD+ actions to be implemented in national territory, avoid duplication and contradiction between and among them and assure coherent REDD+ performance, accounting and reporting to relevant national and international entities including the UNFCCC.

The National REDD+ Coordinating Body (NRCB) will work under the overall guidance of the National Environmental Conservation and Climate Change Central Committee (NE5C), through its Climate Change Mitigation and Adaptation Working Committee.

2. Membership and participants

The NRCB will be chaired by the Director General of Forest Department. Its members will be at Deputy Director General level, or equivalent for non-government member entities.

Members will include those agencies that have a leadership responsibility for a significant number of policies and measures (PAMs), and/or a significant role in mobilizing support to REDD+ implementation. Membership will be kept to a number conducive to convening focused and decisive meetings.

Members will include:

- Forest Department (MONREC)
- Department of Agricultural Land Management Statistics (MOALI)
- Department of Rural Development (MOALI)
- Department of Planning (MOPF)
- General Administration Department (MOUG)
- Department of Agriculture (MOALI)
- Budget Department (MOPFI)
- Environmental Conservation Department (MONREC)
- Directorate of Investment and Company Administration (DICA, MOIFER)
- An NGO which serves in an umbrella role representing environmental NGO's
- An NGO which serves in an umbrella role representing ethnic rights NGO's
- A representative of Private Sectors

The REDD+ National Focal Point will serve as Secretary to the NRCB.

Senior representatives of other government agencies or non-governmental organizations may be invited to join specific meetings where their expertise is relevant to agenda items to be discussed.

3. Technical Working Groups

Three Technical Working Groups (TWG's) will be established to provide advice to and support the work of the NRCB. These are:

- i) TWG/Measurement, Reporting and Verification (MRV). The main role of this TWG will be to support continuous updating of Myanmar's FREL/FRL, improvements to the NFMS, and to support the SIS host in collection of data related to safeguards.

- ii) TWG/Implementation Monitoring. The main role of this TWG will be to oversee implementation of PAMs [throughout the national territory], assess their effectiveness, propose changes where the impacts are not as expected, and ensure that safeguards are applied.
- iii) TWG Finance and Benefits. The main role of this TWG will be to advise the REDD+ National Coordination Unit and NRCB on an approach to ensure fair and effective benefit sharing among all relevant stakeholders, including NCA-S EAO's, and improvement to such an approach.

Membership of TWG's will be broad-based, including both governmental and non-governmental stakeholders. The chair of each TWG will be appointed by the chair of the NRCB.

4. Meetings

The NRCB will quarterly or at a frequency decided by the NRCB itself.

Each meeting will have the following items on the agenda:

- Reports from each [national level] TWG on activities undertaken to support the NRCB and recommendations for consideration by the NRCB.
- A report from the NE5C Working Committee on Climate Change Mitigation and Adaptation summarizing the results of meetings of the Working Group and/or NE5C and including requests for action by the NRCB.

In addition to these standard agenda items, the REDD+ National Coordination Unit will advise on issues and topics for consideration by the NRCB.

One segment of a regular NRBC meeting may serve as the governing body of a REDD+ implementation project; or alternatively, an extraordinary meeting of the NRCB may be called for such a purpose.

An NRCB meeting will be valid if at least 50% + 1 of the members are present in the meeting.

Minutes of NRCB meetings will be drafted by the Secretary and circulated to members for review, after which they will be signed by the chair. Signed minutes will be posted on the REDD+ Myanmar website, except for when the NRCB is serving as governing body for a REDD+ implementation project, if circumstances dictate that those minutes should have a restricted circulation.

The proposed agenda for a NRCB meeting, including relevant briefing papers, will be sent to NRCB members at least one week ahead of the meeting.

Draft minutes will be prepared for circulation within one week of the meeting.

5. Duties of NRCB members

- Attend each meeting of the NRCB;
- If circumstances prevent attendance, delegate at as high a level as possible including delegation of decision-making authority to the delegate;
- Read all briefing papers prepared for each meeting ahead of the meeting and, if necessary, brief the delegate on implications for decisions that might be taken by the NRCB;
- Promptly review minutes of NRBC meetings (or ensure the delegate reviews the minutes promptly);
- When requested by the chair of the NRBC, represent the NRBC in meetings of the NE5C Working Committee on Climate Change Mitigation and Adaptation or in other meetings as appropriate;
- Ensure that the Department/Ministry/Organization being represented by the member is fully aware of the decisions of the NRCB (and relevant decisions of the NE5C);

- Advocate for increased commitment to REDD+ by the Department/Ministry/Organization being represented by the member.

The Secretary will maintain a record of attendance by NRCB members at meetings and will regularly brief the chair on participation.

In the event that the chair concludes that a member is failing to show adequate commitment either by failing to attend sufficient meetings and/or by delegating at too low a level, the chair will discuss with the member ways to rectify these shortcomings.

6. Decision making

Decision making of the NRCB is by consensus either during the meetings or by email or other kind of valid communication to the REDD+ National Coordination Unit or the Secretary.

7. Funding for the development of meetings

Financial support for operations of the NRCB meetings, will be provided through voluntary contributions from REDD+ implementation projects and/or from other sources.