

Attachment 2 - TERMS OF REFERENCE FOR THE CCA TWG

Coral Triangle Initiative for Coral Reefs, Fisheries, and Food Security (CTI-CFF)

Climate Change Adaptation Working Group: Structure and Operations

1.0 Background

The Coral Triangle Initiative for Coral Reefs, Fisheries, and Food Security (CTI-CFF) is a unique multilateral partnership to maintain the biological diversity and the ecosystem services provided by marine and coastal resources that are particularly critical to income, livelihoods and food security of coastal communities and to support diversification strategies that build coastal communities resilience to climate change. The CTI-CFF Regional Plan of Action (RPOA) launched in 2009 by the leaders of the six Coral Triangle countries sets forth the achievement of climate change adaptation measures as one of five long-term goals for regional action. The five goals are: (1) strengthening management of seascapes; (2) application of ecosystem approach to fisheries management; (3) developing and strengthening the management of marine protected areas; (4) implementing climate change adaptation measures; and (5) protecting threatened marine species. These goals are supported by clear sets of actions and timelines to specifically address regional marine resource conservation and sustainability priorities. Regional actions on climate change adaptation (CCA) support the achievement of two targets to achieve Goal 4. The creation of technical working groups to facilitate progress on achieving these goals was approved at SOM5, along with a general Terms of Reference for all the TWGs.

CTI ON CORAL REEFS, FISHERIES, AND FOOD SECURITY REGIONAL PLAN OF ACTION

Goal 4: Climate Change Adaptation Measures Achieved

Target #1: *Region-wide Early Action Plan for Climate Change Adaptation for the Nearshore Marine and Coastal Environment and Small Island Ecosystems* developed and implemented by 2015

Regional Action 1: Identify the most important and immediate adaptation measures that should be taken across all Coral Triangle countries, based primarily on analyses using existing model by 2011

Regional Action 2: Identify the most important and immediate adaptation measures that could be taken in each CT country by 2011.

Regional Action 3: Complete and implement a Region-wide Early Action Plan for Climate Change Adaptation by 2015

Regional Action 4: Conduct capacity-needs assessments and develop capacity building programs on climate change adaptation measures by 2011

Regional Action 5: Mobilize financial resources to implement Region wide Early Action Plan for Climate Change Adaptation by 2011

Target #2: Networked national centers of excellence on climate change adaptation for marine and coastal environments are established and in full operation

Regional Action 1: Collaborate around the design and implementation of a Pilot Phase for National Centers of Excellence

(CTI-CFF RPOA 2009)

The development of the CTI Region-wide Early Action Plan for Climate Change Adaptation in the Coral Triangle (REAP) was facilitated by the CCA TWG which was adopted at the 7th Senior Officials Meeting (SOM7) in October 2011.

2.0 Purpose and Tasks of the CCA TWG

The primary function of the CCA TWG, as provided by SOM6, is to provide technical inputs and recommendations to the Regional Secretariat and the National Coordinating Committees of the CT6 in achieving the over-arching goals that have been set forth in the RPOA. In addition, the CCA TWG will oversee implementation of the REAP. Generally as approved by the SOM6, the Working Groups shall:

- Lead regional/national technical advice for CT6/NCCs implementation of RPOA, REAP and regional CTI CCA initiatives.
- Provide a platform to build a shared understanding and capacity on CCA among CT6 through regional exchanges, workshops, program, and activities
- Oversee, coordinate, and monitor implementation of the REAP
- Coordinate and assist identification, compilation, and consultation of thematic issues in CT6.
- Communicate with CT6 focal points, experts, partners, and other groups on specific theme.
- Prepare technical and communication material on WG matters to be distributed to regional secretariat and CT countries.
- Link with Learning Networks, academia, and other relevant fora for collaboration

Specific tasks of the CCA TWG are provided in Annex 1.

3.0 Membership and Structure

3.1 Membership. The CCA TWG shall be composed of at least two representatives from each of the CT6 (Indonesia, Malaysia, Papua New Guinea, Philippines, Solomon Islands and Timor Leste), a representative from the Regional Secretariat and CTI-CFF partners. The NCC of CT6 countries shall designate representatives to the CCA TWG meetings. However, decision-making shall be lodged with the CT6 members.

3.2 Term of the Chair and Vice Chair. The term of the Chair and Vice Chair is two years starting on 01 January of the year, following the confirmation of the SOM. The CCA TWG will decide the subsequent Chair and Vice Chair.

Organizational structure of the CCA TWG showing lines of communication with other CTI bodies is provided in Annex 2.

4.0 Program Planning and Coordination

4.1 Regular CCA TWG meetings. The CCA TWG shall conduct at least one meeting annually to prepare the annual report and submit to the SOM. The schedule of the meetings will take into consideration planned CTI regional events and SOM / MM meetings. In addition to the annual meeting, conference calls may be arranged among the CCA TWG focal points to keep the CT6 abreast with the developments on the CCA TWG work plans and progress towards the overall CCA target across the CT6. The Chair shall inform the TWG focal points of the CT6 at least two weeks prior to the date of the conference call and the agenda.

- 4.2 CCA TWG Annual Work Plan Preparation and Presentation to SOM. In coordination with and support from the CTI-CFF Regional Secretariat, the CCA TWG shall prepare an annual work plan showing directions and activities leading towards the successful completion of the priority actions set forth by SOM on CCA goal and targets. The CCA TWG shall encourage the support and participation of the CTI-CFF development partners and other TWGs in drawing the CCA TWG annual work plan.

Resource allocation needed to complete the activities presented in the annual work plan shall be integral in the work plan preparation. The funding sources from within the CT6 governments and development partner organizations will be identified and form part of the presentation of the work plan to SOM.

- 4.3 Collaboration with other TWGs. The CCA TWG shall coordinate and collaborate with other CTI TWGs and the Regional Secretariat in the planning and conduct of regional priority actions.

- 4.4 Collaboration with Technical Experts and Supporting Institutions and Organizations. The CCA TWG shall invite and duly recognize the technical experts and supporting institutions (e.g. academe and research organizations) as technical advisers to the TWG. The Regional Secretariat shall assist the CCA TWG in putting together a pool of technical advisors which will be called on for specific questions or issues. The specific functions of the technical advisors are:

- To provide technical support in the compilation, review and analysis of data/information and provide decision support regarding issues relating to RPOA CCA goal and targets
- To provide technical support in the preparation of communication messages including press releases, and other information and communication materials
- To guide the preparation and/ or review concept notes and or funding applications
- To guide the preparation of reports of CTI regional activities concerning CCAs

- 4.5 Monitoring and Reporting of Progress. The CCA TWG will follow regional CTI M&E and reporting requirements. The CCA TWG shall collect and collate data on the CCA-related indicators in the M&E system from the NCCs to track and report on progress on the CCA goal and targets. The CCA TWG shall review and provide inputs to the CCA Section of the State of the Coral Triangle Report (SCTR).

5.0 Mode of Decision-making

- 5.1 Consensus is the preferred mode of decision-making but under "certain conditions", voting by majority. Only CT6 countries can vote. Each country has one vote. In cases where the TWG cannot reach a decision, the Regional Secretariat may be called upon to give an opinion.

6.0 Administrative Support to the CCA TWG.

The administrative support for the TWG shall be provided by the country chairing the TWG. Coordination with other CT6 countries pertaining to schedules of activities, collaboration with other countries and other related activities should be coordinated with the regional secretariat.

7.0 Financial Arrangements

The CCA TWG will extend assistance in mobilizing financial resources in support to the implementation of the annual work plan as well as in the operations of the TWG.

Approved, this XX Day of XX 2012 in Jakarta, Indonesia