



**XXII Meeting of the Forum of Ministers
of Environment of Latin America and the Caribbean**
Bridgetown, Barbados

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Terms of Reference

Interagency Technical Committee (ITC)

Forum of Ministers of Environment of Latin America and the Caribbean

Background

The Forum of Ministers of Environment of Latin America and the Caribbean agreed to establish an Inter-Agency Technical Committee (ITC) at its XI Meeting (Lima, Peru, 10-13 March 1998). The ITC was created with the purpose of supporting the Forum of Ministers by offering technical and operational advice and facilitating the mobilization of financing for the implementation of its regional agenda. The initial members of the ITC were the Inter-American Development Bank (IDB), the United Nations Development Program (UNDP) and the United Nations Environment Programme (UNEP), which assumed the coordination of the Committee. Subsequently, the World Bank and the Economic Commission for Latin America and the Caribbean (ECLAC) joined the ITC.

The mandate derives from the decision on "Parallel Mechanisms for Regional Coordination" (Decision XI/8), which defines the relationship between the Forum and the ITC, describes the reason for the establishment of the Committee and its link with the regional environmental plan. The most important points of the Decision are:

1. Establish an Inter-Agency Technical Committee under the coordination of UNEP as recommended by the document "Proposal for Strengthening the Forum of Ministers of Latin America and the Caribbean and the elaboration and execution of a Regional Environmental Action Plan" (UNEP / LAC-IGWG. XI / 4).
2. Make the composition of the Inter-Agency Technical Committee more flexible in order to facilitate the technical coordination of the programs that these organizations carry out in Latin America and the Caribbean, and thereby respond effectively to the priorities agreed by the Forum of Ministers.

The ITC has participated in all the meetings of the Forum of Ministers from the XI Meeting held in Lima in 1998 to the XXI Meeting that took place in Buenos Aires, Argentina in 2018. In addition, it has been present in intersessional meetings of the Forum as well as in extraordinary meetings. The ITC has functioned as a kind of executive committee that, under the coordination of UNEP, mobilizes its own financing and technical resources in support to the Forum, and facilitates and coordinates with third parties to direct specialized assistance to regional decisions.

I. Role and Mandate

The Inter-Agency Technical Committee (ITC) shall provide support to the Forum of Ministers by offering technical and operational advice and facilitating the mobilization of financing and partnerships for the implementation of the agreed regional priorities.

Focus areas

- 1) Provide the Forum of Ministers with the information on the actions – in planning, preparation or execution - of participating organizations that are relevant to priority topics on the Forum's agenda, which will help the Ministers promote a more effective coordination.
- 2) Present options to operationalize the political and programmatic decisions of the Forum, both regionally and nationally, to the extent possible.
- 3) Support the implementation of agreed activities aimed at obtaining technical assistance for the design, implementation and development of projects, initiatives, and coalitions.
- 4) Assist with and support the efforts of the Forum of Ministers of Environment with the identification and mobilization of financial resources to facilitate the Outcomes of the Forum of Ministers.
- 5) Support the identification and mobilization of additional partners from the private sector, civil society, international organizations, among others, in addition to involving other sectoral ministries in the agreed environmental priorities.
- 6) Provide technical advice, policy and political recommendations on relevant topics at the request of the Forum or to inform its discussions, including through the formation of Ad Hoc Working Groups with Subject Matter Experts, as may be necessary.

II. Reporting

Pursuant to this mandate, the technical advice provide by the ITC will be submitted to the Bureau, regular and intersessional meetings of the Forum of Ministers of Environment through the Forum of Ministers of Environment Secretariat.

III. Composition and Structure

Three categories of Agencies could be considered for membership, of the ITC namely: **Implementing Agencies**, which comprise of essentially the UN Agencies; **Multilateral Financial Institutions** and **Executing Agencies**,¹

Admission to the ITAC is based on a written application to the Forum of Ministers during the Intersessional period, be vetted by the Bureau and a recommendation made to the Ministerial Session of the Forum.

IV. Modality of Work

ITC's work will be guided by the work plan developed to support the implementation of the content and regional agreements of the Decisions and the Declaration of the Forum of Ministers of Environment that takes place every two years. The Forum Secretariat will also act as the technical secretariat of this Committee. The ITC will interact with the Forum of Ministers and its Presidency through the Forum Secretariat.

Workplan: The two-year work plan, built on the decisions of the Forum of Ministers, will be prepared up to three months after each regular meeting of the Forum of Ministers is held and comprising their contributions to the implementation of the Forum's decisions. The ITC will contribute with the Secretariat in the development of the workplan, and the joint or individual activities of the ITC members will be an integral part of it. This workplan will be revised if needed in light of the conclusions and recommendations that may be adopted at the intersessional meetings of the Forum.

Meetings: To facilitate its work the ITC will select a Chairperson for a two year period to coincide with the meeting of the Forum of Ministers.

The ITC will coordinate and carry out its work through virtual mechanisms, unless otherwise agreed. The ITC will meet at least twice a year or sooner if any of the members requests it.

Documentation: The Forum Secretariat in consultation with the Chairperson of the ITC prepares meeting agendas, working documents and meeting minutes and reports. It is also responsible for coordinating the follow-up of the decisions and initiatives taken at the meetings.

UNEP will be the repository of the files or any other exchange of documentation during the review process. Participants should submit the relevant documentation and comments to the UNEP focal point, as responsible for incorporating and submitting for consideration by all, as suggested by the members of the ITC. In addition, UNEP will make available the documentation that is requested by any member of the ITC.

The Forum Secretariat as technical secretariat of the ITC will also facilitate a flow of relevant information from the ITC at the regional and national level with UN country teams and UN regional working groups on decisions of the Forum.

Funding: The ITC does not have its own financing. Each member covers its individual costs and participates as much as possible in mobilizing funds for projects that contribute to the decisions of the Forum of Ministers.

¹ Agencies which have the experience of working with countries to execute projects and activities with resources provided by or leveraged by the first two groups of agencies and which can include specialized inter-governmental regional/sub-regional technical entities.

