

Procedural guidance for interaction with authors

This document provides guidance on how the advisory bodies of the sixth Global Environment Outlook should interact with the authors or author teams during the drafting process of the report. The Global Environment Outlook process has been designed to ensure robust interaction between the advisory bodies of the process and the other participants in the process, namely the authors drafting the report. In order to ensure that scientific credibility of the process is maintained, some basic rules must be observed during these interactions.

1.1.1 Avoiding undue influence

Authors are asked to contribute to the Global Environment Outlook in their professional capacity as experts in their field. They are meant to provide a balanced view of the issues they have been asked to assess. The perception that no undue influence has been applied to the authors, thereby potentially distorting this balanced view, is extremely important to the scientific credibility of the Global Environment Outlook and Member States.

PG.1 – All interactions between the authors and the Global Environment Outlook advisory bodies must occur in a group setting. Individual, one on one, interaction between advisory body members and individual authors is discouraged due to the perception of undue influence that this may bring to the Global Environment Outlook process.

1.1.2 Types of guidance to be provided to authors

Advisory bodies can offer a wide range of guidance to authors which may or may not be beneficial to the drafting process. Each advisory body is guided by a Terms of Reference and a scope of responsibility. This is due to the areas of expertise and responsibility that each member of the advisory bodies was first selected to provide to the body.

PG.2 – Advice and guidance from the advisory bodies to authors or author teams should remain within the bounds of the Terms of Reference of that particular advisory body. The type of advice provided should be guided by the respective areas of expertise and responsibility that have been given to particular advisory bodies and its members.

1.1.3 Interactions with the co-chairs and vice-chairs of the Global Environment Outlook

The co-chairs and vice-chairs of the Global Environment Outlook have been selected for their managerial and coordination competencies as well as their areas of technical and scientific expertise. They have been tasked to act as a communication bridge between the more technical/scientific author teams and the advisory bodies and their members. This is meant to facilitate communication and understanding of the issues that are presented to authors or advisory body members.

PG.3 – Co-chairs and vice-chairs are encouraged to interact with advisory body members in order to obtain their advice and guidance. These interactions can be one on one or as a group. Co-chairs and vice-chairs should synthesize and consolidate this information for the author teams in order to improve the efficiency and effectiveness of this communication.

1.1.4 Communication of undue influence

Although every effort may be made by advisory body members to minimize perceived or actual undue influence, situations may arise where authors feel that this behavior has occurred. It is important that authors feel free to communicate to the co-chairs and vice-chairs about these situations and that they feel action will be taken to address the situation.

PG.4 – Authors should communicate to the co-chairs or vice-chairs about any situation where they perceive that undue influence may be occurring. Authors should not fear reprisal for informing the co-chairs or vice-chairs of these situations. Co-chairs and vice-chairs should communicate these situations to the Secretariat for appropriate action.