

Project Executive Board (PEB) Terms of Reference

SOLOMON ISLANDS UN-REDD PROGRAMME

1. Objectives

To provide guidance to, and oversight of, the UN-REDD programme in Solomon Islands, in its effort to support effective and efficient development of measures to engage with a future mechanism on REDD+.

2. Membership

Organization	Representative	PEB-Designation	Alternate Member
Ministry of Environment, Climate Change, Disaster Management and Meteorology (MECDM) – Permanent Secretary	Mr. Chanel Iroi	Co-chair	To be identified
UNDP	Ms. Akiko Suzuki	Co-chair	Mr. Jude Devesi
Ministry of Forest and Research – Undersecretary	Mr. Gordon Konairamo	Member	To be identified
Climate Change Division – MECDM – Director	Mr. Douglas Yee	Member	To be identified
Environment and Conservation Division –MECDM – Deputy Director	Mr. Tia Masolo	Member	To be identified
Ministry of Planning and Aid Coordination – Senior Officer	To be identified	Member	To be identified
Ministry of Lands Housing and Survey - Senior Officer	To be identified	Member	To be identified

Non Government Representative – Live and Learn (Country Manager)	Mr. Johnson Fangalasu	Member	To be identified
Local NGO representative – KIBCA and LLCTC	To be identified	Member	To be identified
SPC-GIZ Representative	Mr. Gideon Bouro	Member	To be identified
PEB Secretariat – UNREDD Program Manager	Mr. Fred Patison	Member	To be identified
FAO	Mr. Ben Vickers	member	Mr. Joel Scriven
UNDP	Mr. Jude Devesi	member	Ms. Gloria Suluia
UNEP	Mr. Thomas Enters	member	To be indentified
JICA	To be identified	Observer	To be identified

All members must designate alternates to attend if they are not available. Additional representatives may be invited to meetings as temporary participants as required. Additional members can be added to the PEB as appropriate and following invitation from both Co-chairs.

3. Operations

The PEB will provide overall guidance for effective implementation of the UN- REDD Initial National Programme through approval or revision of annual workplans (AWP) and budgets, as well through overall monitoring and evaluation of progress made.

Meetings will be held at least twice a year at which AWP and budgets will be discussed. Meeting dates for subsequent meetings will be decided at each PEB meeting with confirmation of dates being provided at least two weeks in advance of meetings. All meeting documents will be circulated at least one week in advance of the meeting and should be available to the REDD Secretariat sufficiently in advance of this to facilitate translation and review.

PEB meeting will be made based on the quorum (50%+1). PEB meetings will be minuted by the REDD+ Secretariat and will be available in English.

4. Decision-making

The Programme Executive Board will make decision by consensus.

5. Responsibilities

The Programme Executive Board members are responsible for:

- Providing comments to the National REDD+ Committee on progress of the UN-REDD Programme.
- Reviewing, providing recommendation on and approving UN-REDD Work plans and budgets presented to them by the National REDD Committee and Secretariat.
- Reviewing UN-REDD programme progress and assess the need for a no cost extension and its duration.
- Providing any written comment or request for clarification on issues of concern to the National REDD committee members.
- Providing guidance on conflict resolution related to any conflict occurring within UN-REDD Programme implementation.
- Reporting programme progress to their respective stakeholders.

6. Reporting

The PEB should also coordinate with the National REDD Committee to ensure that appropriate reporting occurs to relevant Technical Working groups established under the Solomon Islands Climate Change Policy.

7. Duration and timing

UN-REDD Programme Executive Board Members will prepare themselves to perform their functions in the Programme Executive Board following up on from each meeting.

8. Funding

Financial support will be provided to provincial based representatives to attend any PEB meeting held Honiara. In the event that the PEB meeting is held outside of Honiara, the UNREDD project will meet all expenses for members to attend the meeting including cost of accommodation and subsistence.