



Steering Committee Delegate Welcome Packet

2021-2023 Term

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Welcome and Introduction to GMI

Dear New Steering Committee Delegate,

The Global Methane Initiative (GMI) extends you a warm welcome and thanks you for your commitment to advancing the reduction of methane emissions globally.

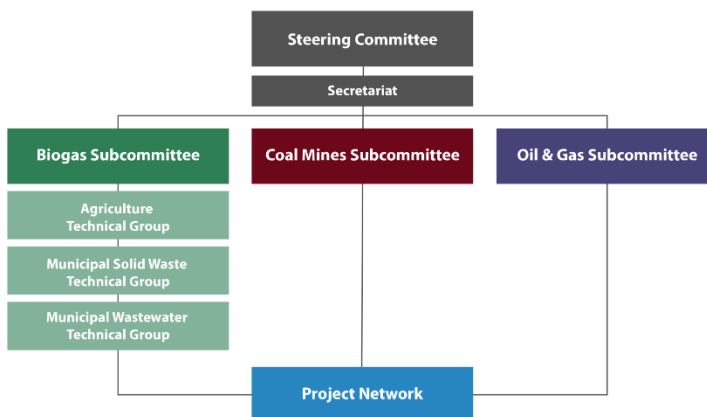
This packet contains background information to help you better understand GMI's mission, accomplishments, and activities, as well as your role as a Steering Committee delegate. This packet will also help you prepare for upcoming Steering Committee meetings.

Below is a general description of GMI and how you can stay involved. The rest of the package contains a variety of materials to familiarize you with GMI's components, achievements, and governance structure.

GMI's Components

The GMI consists of a Steering Committee, three technical Subcommittees, a Project Network, and a Secretariat that work together to promote project development and encourage private sector engagement.

The [Steering Committee](#), which guides the work of the GMI, is supported by the Secretariat. The Steering Committee governs the overall framework, policies, and procedures of the Initiative; annually reviews progress of the Initiative; and provides guidance to the Secretariat and Subcommittees. The Steering Committee meets at least once per year and makes decisions by consensus.



Partner Countries may appoint up to two representatives to the Steering Committee. All Partners are considered Steering Committee "observers" from the time they join the Initiative. The [Secretariat](#), currently hosted by the U.S. Environmental Protection Agency, provides administrative and logistical support and also serves as an information clearinghouse.

The technical Subcommittees are organized by the three industry sectors responsible for a majority of methane emissions caused by human activities. Partner Countries appoint technical experts from either the government or the Project Network to the technical Subcommittees. The technical Subcommittees facilitate cooperative activities and projects to advance the abatement and recovery of methane and its use as an energy source. The Biogas Subcommittee unifies the common concerns and opportunities related to the abatement and use of methane from biogas; however, GMI also includes three technical

groups within the Biogas Subcommittee to address the specific areas of agriculture, municipal solid waste, and municipal wastewater.

The [Project Network](#) consists of expert stakeholders with an interest in developing and supporting methane abatement, recovery, and use projects in Partner Countries. Project Network members share their technical expertise, experience, and financial resources and participate in specific activities such as capacity building, technology transfer, and outreach.

Getting Connected with GMI

We encourage all Steering Committee members to take advantage of the many different ways you can stay in touch with GMI. Suggestions include:

- Explore [GMI's webpage](#) to learn about resources, events, activities, and [accomplishments](#) to date.
- Sign up for the [GMI Mailing List](#) to ensure that you receive the latest news and updates about events and activities.
- Connect with GMI on [Twitter](#), [Facebook](#), and [LinkedIn](#).

You can always contact the Secretariat at secretariat@globalmethane.org with questions, concerns, or ideas.

Roles and Responsibilities of Delegates

We encourage all Steering Committee members to engage actively in GMI activities and interact with fellow delegates. This collaboration maximizes the benefits of our partnership and advances ambitious methane mitigation actions across the three sectors. Suggestions include:

- Participate in outreach campaigns, sector-specific workshops, technology transfer, or other peer exchange meetings, and the biennial Global Methane Forum, as interested and available, learning about and/or sharing best practices and opportunities, fostering the replication of success.
- Communicate to stakeholders in your country about GMI activities.
- Let us know about relevant events in your country that we can promote on GMI's [events webpage](#) and through social media.
- Share tools or resources you have that might help other countries that GMI can promote on its [Tools & Resources webpage](#).
- Recruit and engage with relevant in-country [Project Network](#) members who might advance methane mitigation, as appropriate.



The Global Methane Initiative (GMI) is an international public-private partnership focused on reducing barriers to the recovery and use of methane as a valuable energy source. GMI's 46 Partner Countries and more than 700 Project Network members exchange information and technical resources to advance methane mitigation in three key sectors: Oil and Gas, Biogas, and Coal Mines.

GMI provides technical support to deploy methane-to-energy projects around the world. Since 2004, GMI support has enabled Partner Countries to launch hundreds of methane recovery and use projects, with more than 500 MMTCO₂e of associated emission reductions. These reductions result in many benefits, including:

- ↓ Decreased greenhouse gases
- ↑ Improved human health
- ↑ Increased worker safety
- ↑ Better air and water quality
- ↑ Enhanced energy security
- ↑ Expanded economic growth

GMI is an information resource for Partner Countries, Project Network members, and other stakeholders. GMI's website serves as an online library with extensive information on methane-to-energy projects, best practices, and technical tools and resources. In the last 16 years, GMI has trained more than 16,000 people around the world in methane mitigation and recovery.

GMI collaborates with other international organizations focused on methane recovery and use, including the Climate and Clean Air Coalition (CCAC), the United Nations Economic Commission for Europe (UNECE), and the International Energy Agency (IEA).

GMI Partner Countries represent approximately 75% of methane emissions from human activities.

Methane Matters

The Challenge

Methane is a potent greenhouse gas. Over its 12-year lifetime in the atmosphere, it traps 28 times more heat than carbon dioxide, resulting in a stronger influence on warming.

The Opportunity

Methane's short atmospheric lifetime also means that reductions today can make an immediate impact to slow warming. And, a variety of technologies are available to capture methane and convert it to useful energy.



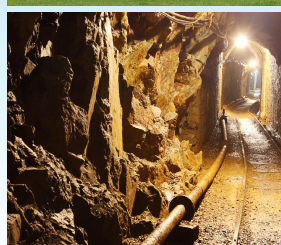
Oil & Gas Sector

Methane emissions from oil and natural gas systems result from both normal operations and system disruptions. These emissions can be cost-effectively reduced by upgrading technologies or equipment, and by improving operations.



Biogas Sector

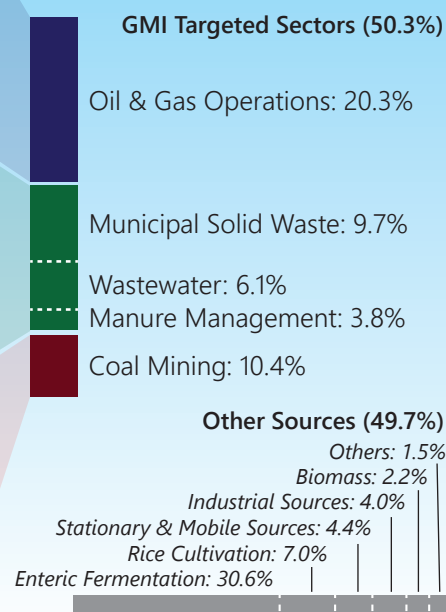
Biogas produced from the anaerobic digestion of organic material or emitted directly from landfills can be treated to create pipeline-quality natural gas, used as a cooking fuel, used to generate electricity, and captured on-site to provide heat and power.



Coal Mines Sector

Removing fugitive methane gas from underground coal mines and using it in profitable and practical ways can improve worker safety, enhance mine productivity, increase revenues, and reduce greenhouse gas emissions.

Estimated Global Methane Emissions from Human Activities in 2030¹

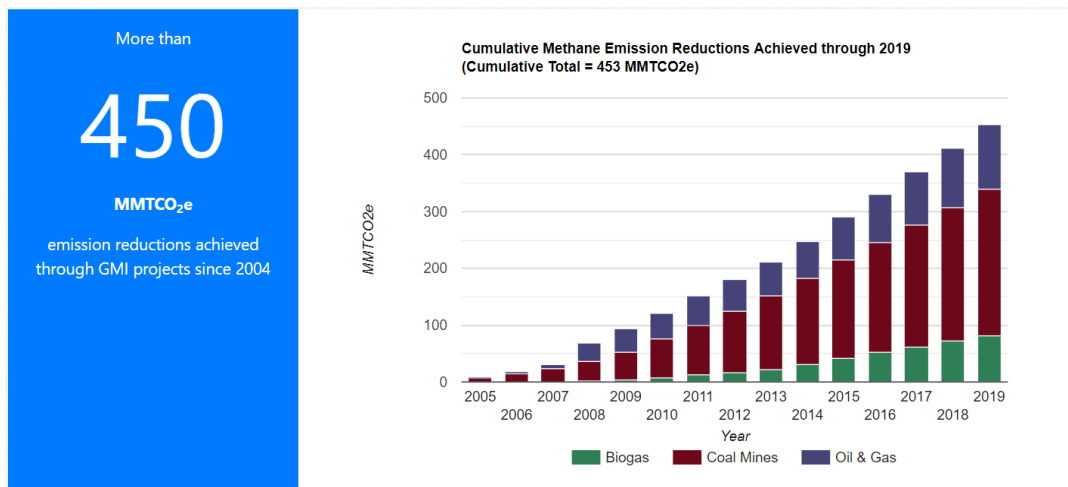


¹ U.S. Environmental Protection Agency, *Global Non-CO₂ Greenhouse Gas Emission Projections & Mitigation Potential: 2015–2050*.

GMI Accomplishments

Emission Reductions

Data are compiled from GMI's database of project activities. These data represent the best available yet conservative estimates of emission reductions, including actual emission reductions from projects supported by GMI and potential emission reductions from other projects identified through GMI activities.



Methane Mitigation Activities

GMI provides technical and outreach support for a variety of methane mitigation activities around the world. These activities include technical assessments of emission reduction opportunities, information sharing and capacity building on methane emissions management, and GMI partnership-related activities such as in-person and virtual meetings and workshops.



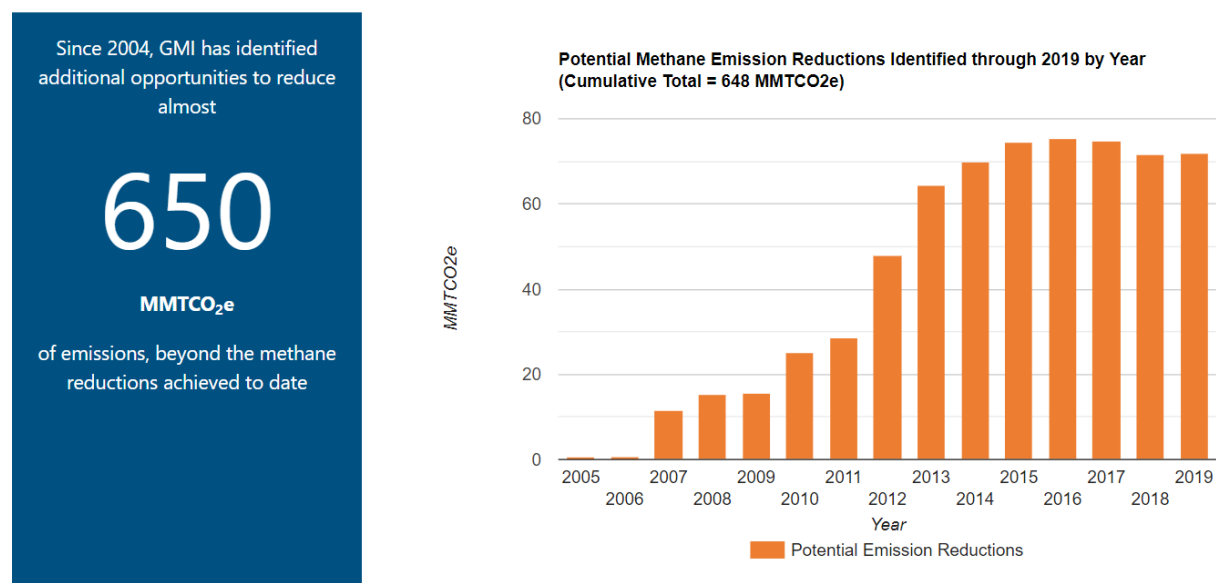
Types of Methane Mitigation Activities

The table below presents a breakdown of the types of activities supported by GMI since 2004, grouped into three categories.

Assessments Identifying opportunities for emissions reductions	Capacity Building/ Information Sharing Fostering best practices	Partnership Activities Building relationships to foster action
1,629 Measurement studies/ Prefeasibility studies	291 Workshops and trainings	287 Site visits
111 Publications/reports	91 Websites and other outreach efforts	273 Conferences
33 Study tours	382 Total since 2004	239 Numerous stakeholder coordination meetings
41 Tools/models		143 Technical presentations
23 Demonstration projects		98 Subcommittee meetings
18 Policy analyses		13 Steering meetings
1,855 Total since 2004		1,053 Total since 2004

Potential Emission Reductions Identified

The table below presents a breakdown of the types of activities supported by GMI since 2004, grouped into three categories.



Steering Committee Partner Countries and Delegates

Country	Delegate	Organization
Canada	Helen Ryan	Environment and Climate Change Canada
	Laura Farquharson (<i>Acting Steering Committee Chair</i>)	
	Diane de Kerckhove	Environment and Climate Change Canada
	Jennifer Kerr	Environment and Climate Change Canada
China	Wang Tie	China Ministry of Ecology and Environment
Colombia	Diego Alexander Grajales Campos	Colombia Ministry of Mines and Energy
	Lina Maria Castano Lujan	Colombia Ministry of Mines and Energy
Ecuador	Ana María Guevara	Ecuador Ministry of Energy and Non-Renewable Natural Resources
Finland	Kaarle Kupiainen	Finland Ministry of the Environment
Ghana	Daniel Tutu Benefoh	Ghana Environmental Protection Agency
	Peter Dery	Ghana Ministry of Environment, Science, Technology and Innovation
India	Vinod Kumar Tiwari	Ministry of Coal of India
	Manoj Kumar	Central Mine Planning & Design Institute Ltd
Indonesia	Muhammad Abdul Kholiq	Agency for the Assessment and Application of Technology
Nigeria	Bahijjahtu Abubakar	Nigeria Federal Ministry of the Environment
	Mohammed Sani	Nigeria Federal Ministry of the Environment
Saudi Arabia	Abdullah Alsubaie	Ministry of Energy
	Faisal Almusa	Ministry of Energy
Serbia	Dragana Mehandžić	Ministry of Energy, Development and Environment
Turkey	Hasan Hüseyin Erdoğan	Turkish Coal Enterprises
	Barış Bilgen	Turkish Ministry of Energy and Natural Resources
United States	Tomás Carbonell	U.S. Environmental Protection Agency
	Paul Gunning	U.S. Environmental Protection Agency

Purpose of the GMI Biogas Subcommittee

The Global Methane Initiative (GMI) Biogas Subcommittee works to reduce the impacts of climate change by providing international leadership to mitigate global methane emissions through the abatement, recovery, and use of methane from the agriculture, municipal solid waste, and municipal wastewater sectors.

Subcommittee Focus

- Promote the recovery, abatement, and utilization of methane produced by the agriculture, municipal solid waste, and municipal wastewater sectors
- Encourage collaboration between Partner Countries and Project Network to build capacity and develop strategies and markets
- Work to remove barriers to methane mitigation project development



Benefits of Participation

Delegates and Partner Countries benefit from participating in the Biogas Subcommittee by:



Networking with other professionals in the field of methane abatement, recovery, and use and developing government-to-government connections.



Learning about new ideas and practical resources for managing and recovering methane.



Obtaining feedback on country efforts, such as resources under development, and information on current policies, practices, and resources.



Increasing visibility by leveraging GMI as a platform for disseminating information about member country industry trends, efforts, resources, projects, and tools.



Contributing to the agenda of Subcommittee meetings, with the option to host meetings.



Collaborating on the development of strategies to reduce methane, and joint GMI tools and resources through co-authorship, review, translation, and dissemination.

Members

Co-Chairs



Argentina



Canada



United States

Subcommittee Delegates

Nominated by GMI Partner Country governments

Project Network Members

Private-sector entities, financial institutions, and other governmental and non-governmental organizations

About GMI

GMI is a voluntary, multilateral partnership that aims to reduce global methane emissions and advance the abatement, recovery, and use of methane as a valuable energy source in three key sectors: biogas (agriculture, municipal solid waste, and municipal wastewater), coal mines, and oil and gas systems. GMI achieves its goals by creating an international network of Partner Countries and Project Network members who represent the private sector, development banks, research and academic programs, and non-governmental organizations.



Purpose of the GMI Coal Mines Subcommittee

The Global Methane Initiative (GMI) Coal Mines Subcommittee works to reduce the impacts of climate change by providing international leadership to mitigate global methane emissions through the abatement, recovery, and use of methane from coal mines.

Subcommittee Focus

- Promotes the recovery, abatement, and utilization of coal mine methane (CMM), ventilation air methane (VAM), and abandoned mine methane (AMM)
- Encourages collaboration to build capacity and develop strategies and markets
- Works to remove barriers to methane mitigation project development to improve worker safety, enhance mine productivity, increase revenues, and reduce greenhouse gas (GHG) emissions.



Benefits of Participation

Delegates and Partner Countries benefit from participating in the Coal Mines Subcommittee by:



Networking with other professionals in the field of CMM recovery and utilization and developing government-to-government connections.



Learning about new ideas and practical resources for managing and recovering CMM.



Obtaining feedback on country efforts, such as resources under development, and information on current policies, practices, and resources.



Increasing visibility by leveraging GMI as a platform for disseminating information about member country industry trends, efforts, resources, projects, and tools.



Contributing to the agenda of Subcommittee meetings, with the option to host meetings.



Collaborating on the development of joint GMI tools and resources through co-authorship, review, translation, and dissemination.

Members

Co-Chairs



China



India



United States

Subcommittee Delegates
Nominated by GMI Partner
Country governments

Project Network Members
Private-sector entities, financial
institutions, and other
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governmental organizations

About GMI

GMI is a voluntary, multilateral partnership that aims to reduce global methane emissions and advance the abatement, recovery, and use of methane as a valuable energy source in three key sectors: biogas (agriculture, municipal solid waste, and municipal wastewater), coal mines, and oil and gas systems. GMI achieves its goals by creating an international network of Partner Countries and Project Network members who represent the private sector, development banks, research and academic programs, and non-governmental organizations.



Purpose of the GMI Oil & Gas Subcommittee

The Global Methane Initiative (GMI) Oil & Gas Subcommittee works to reduce the impacts of climate change by providing international leadership to mitigate global methane emissions through abatement, recovery, and use of methane from the oil and gas sector.

Subcommittee Focus

- Promotes the recovery, abatement, and utilization of methane from oil and natural gas systems, reducing overall methane emissions.
- Encourages collaboration to build capacity and develop and implement strategies, policies, and markets.
- Works to remove barriers to methane mitigation project and policy development to increase environmental quality, improve operational efficiency in the oil & gas sector, and strengthen the economy from additional methane brought to market.



Benefits of Participation

Partner Country delegates and Project Network members benefit from participating in the Oil & Gas Subcommittee by:



Networking with other professionals in the field of oil and gas methane recovery and utilization and developing government-to-government connections.



Learning about new ideas, best practices, technologies, and resources for managing and recovering methane in oil and gas systems.



Obtaining feedback on country efforts, such as resources and policies under development, and sharing information with peers on current policies, practices, and resources.



Increasing visibility by leveraging GMI as a platform for disseminating information about member country industry trends, efforts, resources, projects, and tools.



Contributing to the agenda of Subcommittee meetings, with the option to host meetings.



Collaborating on the development of joint GMI tools and resources through co-authorship, review, translation, and dissemination.

Members

Chair



Canada

Subcommittee Delegates

Nominated by GMI Partner Country governments

Project Network Members

Private-sector entities, financial institutions, and other governmental and non-governmental organizations

About GMI

GMI is a voluntary, multilateral partnership that aims to reduce global methane emissions and advance the abatement, recovery, and use of methane as a valuable energy source in three key sectors: biogas (agriculture, municipal solid waste, and municipal wastewater), coal mines, and oil and gas systems. GMI achieves its goals by creating an international network of Partner Countries and Project Network members who represent the private sector, development banks, research and academic programs, and non-governmental organizations.



globalmethane.org/oil-gas



Join the Project Network



Active involvement by project network members is essential to achieving GMI's mission.



About the Project Network

The Global Methane Initiative (GMI) Project Network links a variety of organizations together to advance methane mitigation through communication, project development and implementation, and private sector involvement. Members, which include private-sector companies, energy end users, local government organizations, research programs, financial institutions, and other non-governmental organizations, provide direct access to in-depth experience and technical expertise to other Project Network Members and GMI Partner Countries for methane emission reduction. Working with the GMI Steering Committee and Sector Subcommittees, Project Network members have helped GMI leverage nearly \$600 million in investment from private-sector companies and financial institutions to recover and use methane as a renewable energy source around the world.

Why Join?

Engage:

- ❖ Attend GMI Subcommittee meetings and events
- ❖ Participate in technical workshops and knowledge sharing events
- ❖ Join networking events with other industry experts and representatives of non-governmental, financial and government organizations

Take Action:

- ❖ Reduce costs, reduce waste, and generate profits through methane abatement, recovery, and use projects
- ❖ Identify and secure funding for projects
- ❖ Submit project ideas and activities to GMI Subcommittees

Promote your Efforts:

- ❖ Highlight your expertise, technologies, or research via the GMI website, Project Network newsletter, social media and case studies
- ❖ Showcase your methane mitigation efforts via the Global Methane Challenge
- ❖ Use the GMI logo on your organization's website

Learn from Others:

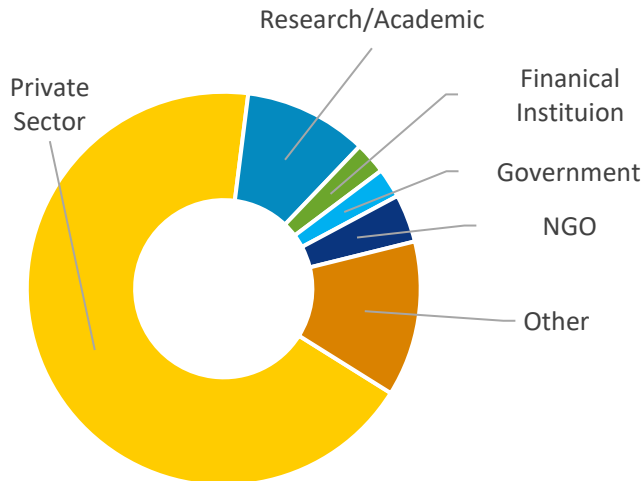
- ❖ Gain direct access to technical expertise and assistance
- ❖ Identify opportunities for projects
- ❖ Take advantage of GMI's extensive resource library
- ❖ Exchange ideas with GMI's 46 Partner Countries and more than 700 Project Network members to promote multidisciplinary and multinational collaborations
- ❖ Stay up-to-date on international methane news, reports, and technologies
- ❖ Receive information tailored to your interests with GMI's mailing list

Contribute your Expertise:

- ❖ Share technical expertise and offer assistance to other members
- ❖ Help identify solutions to methane mitigation project development barriers

Who is in the Project Network?

Organization Types

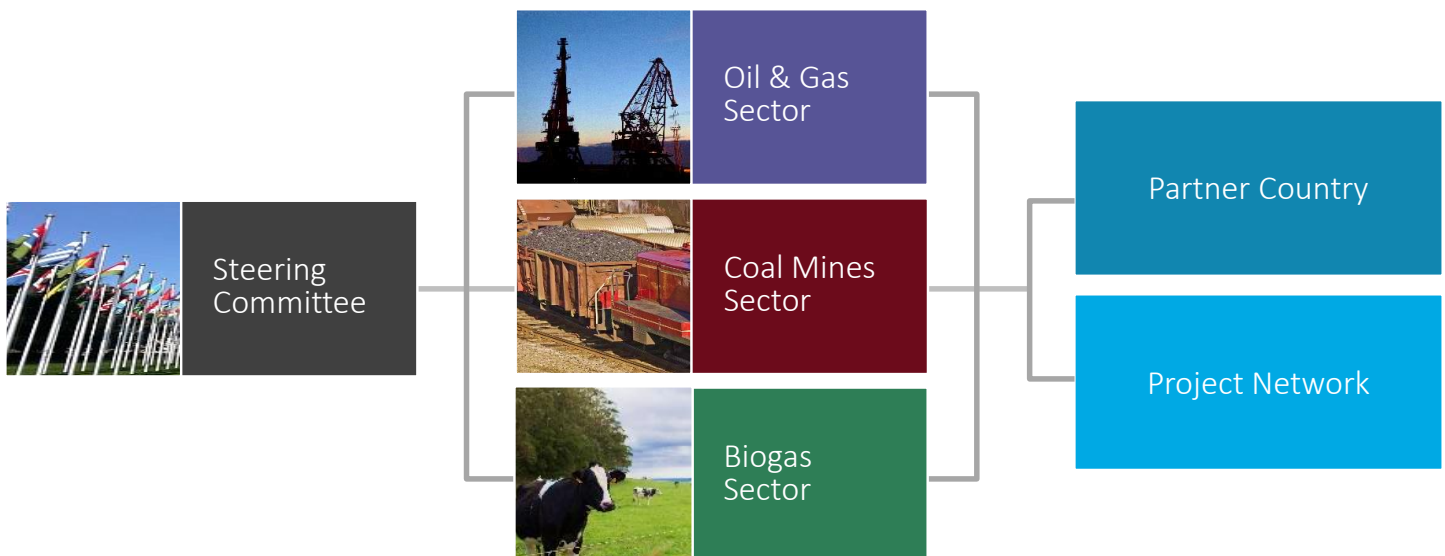


Project Network Connections

GMI helps connect organizations with similar interests to facilitate an exchange of information. Project Network members can be searched and filtered by organization name, sector, geographic location, and organization type, and contact information is available on each Project Network member's profile. GMI promotes collaboration and communication among Project Network members.

About the GMI

The GMI is a multilateral partnership focused on advancing cost effective, near-term methane abatement, recovery, and use projects. The GMI consists of a Steering Committee, three technical Subcommittees, 46 Partner Countries, and 700+ Project Network members that work together to promote project development and encourage active engagement from the private sector.



Joining the Project Network

Open to All

The Project Network is open to any private-sector entities, financial institutions, and other governmental and non-governmental organizations with an interest in methane abatement, recovery, and use projects.

Free to Join

There is no cost to join the Project Network.

Voluntary

As with participating in any GMI activity, joining the Project Network is completely voluntary.

Non-Binding

Participants may opt-out of the Project Network at any time.

Join Today!

Simply fill out a non-binding partner agreement at:

<https://www.globalmethane.org/project-network/>

You will immediately receive an email confirming your membership. Your information will be added to the GMI website in 10 business days.

Questions?

Visit [GMI's Project Network Page](https://www.globalmethane.org/project-network/) or email us at secretariat@globalmethane.org

The screenshot shows the 'Global Methane Initiative (GMI) Project Network Membership Agreement' form. It includes a header with the GMI logo and title. The form is divided into several sections: 'The Global Methane Initiative (GMI)' (describing the initiative's goals), 'The following signifies a voluntary commitment by (organization name)' (explaining the commitment), 'Authorized Representative (name):' (with fields for name and date), 'Contact Information' (with fields for organization, web site, name, title, mailing address, city/state/zip, country, email, telephone, and fax), 'Please Identify Areas of Interest: (Select all that apply)' (with checkboxes for Agriculture (Animal Waste Management), Oil and Gas Systems, Coal Mines, Landfills, and Municipal Wastewater), 'Project Network Membership Responsibilities' (with bullet points on supporting methane abatement, participating in GMI-sponsored workshops, working with partner governments, and communicating participation), and a footer with contact information and a disclaimer.

Terms of Reference for the Global Methane Initiative

The undersigned national government entities (collectively referred to as “the Partners”) set forth the following Terms of Reference for the Global Methane Initiative (referred to as “the Initiative”). The Initiative serves as a framework with the goal of achieving global reductions of anthropogenic methane emissions through partnerships among developed countries, developing countries, and countries with economies in transition, in coordination with the private sector, researchers, development banks, and other relevant governmental and non-governmental organizations.

1. Purpose

To create a voluntary, non-binding framework for international cooperation to reduce methane emissions and to advance the recovery and use of methane as a valuable energy source to increase energy security, enhance economic growth, improve air quality, and improve industrial safety. The Initiative focuses on the abatement, recovery, and use of methane through technology demonstration, dissemination, and implementation of effective policy frameworks, identification of ways and means to support investment, and removal of barriers to collaborative project development. The Initiative serves to complement and support Partners’ efforts implemented under the United Nations’ Framework Convention on Climate Change.

2. Functions

The Partners will seek to:

- 2.1 Identify and promote areas of bilateral, multilateral, and private sector collaboration on methane abatement, recovery, and use in the areas of agriculture, coal mining, municipal solid waste (MSW), oil and gas systems, and municipal wastewater treatment, and in other areas as agreed to by the Partners.
- 2.2 Develop policy guidance and encourage implementation of near-term policies that support the identification and deployment of best management practices for the abatement, recovery, and use of methane.
- 2.3 Identify cost-effective opportunities to recover methane emissions for energy production and potential financing mechanisms to encourage investment.
- 2.4 Identify and address barriers to project development and improve the legal, regulatory, financial, institutional, technological, and other conditions necessary to attract investment in methane abatement, recovery, and utilization projects.
- 2.5 Identify and implement collaborative projects aimed at addressing specific challenges to methane abatement and recovery, such as raising awareness in key industries, removing barriers to project development and implementation, identifying project opportunities, and demonstrating and deploying technologies. Partners will also work together to share lessons learned from these cooperative activities.
- 2.6 Foster cooperation with the private sector, research organizations, development banks, and other relevant governmental and non-governmental organizations.

- 2.7 Integrate and coordinate Initiative activities with related activities and initiatives such as the Climate and Clean Air Coalition, the United Nations Economic Commission for Europe, the Arctic Council, the International Energy Agency, the United Nations Environment Programme, the World Bank, and others that may emerge in the future.
- 2.8 Work to improve scientific understanding in relation to the emissions estimates, abatement, recovery, and use of methane.
- 2.9 Develop and implement action plans that outline a series of concrete activities and actions that directly support the core goals and functions of the Initiative. Action plans can be useful tools in advancing project implementation, facilitating investment, and creating appropriate policy frameworks that support methane abatement, recovery, and use. Promote and assist where feasible the inclusion of methane strategies in country-level planning.
- 2.10 Communicate their progress and accomplishments in implementing action plans or strategies that may include methane mitigation directly or indirectly and undertaking other activities to support the Initiative's goal.
- 2.11 Periodically assess the effectiveness of the Initiative's efforts in achieving its goal.

3. Organization

- 3.1 The Initiative will be composed of a Steering Committee, Subcommittees, and a Project Network. The Initiative will be supported by a Secretariat (formerly known as the Administrative Support Group (ASG)).
- 3.2 Strategic Partners of the Initiative are external organizations with whom coordination and collaboration are mutually beneficial. The Steering Committee may choose organizations to be designated as Strategic Partners based on consensus. Current Strategic Partners are listed on <https://www.globalmethane.org/collaboration/>.

Steering Committee

- 3.3 The Steering Committee will govern the overall framework, policies, and procedures of the Initiative; annually review progress of the initiative; and provide guidance to the Secretariat and Subcommittees. The Steering Committee should meet at least once per year, at times and locations to be determined by its appointed representatives. The Steering Committee will make decisions by consensus.
- 3.4 The Steering Committee's leadership will be comprised of a Chair and up to two (2) Vice Chairs, each for a 2-year term that can be extended by the Steering Committee by consensus. After a 2-year term as Chair, unless the term has been renewed by the Steering Committee, the Chair's term will end. The position of Chair will then be assumed by a Vice Chair, or another Partner, by consensus of the Steering Committee. In the event that the Steering Committee is unable to select a new Chair, one of the Vice Chairs may be asked to act as interim Chair until such time as they can be confirmed by the Steering Committee or until such time as the Steering Committee selects a new Chair.

- 3.5 Partners in leadership roles are expected to actively participate in the planning activities of the Secretariat and Steering Committee meetings, host a meeting or event (virtually or in-person), and provide strategic direction for the Initiative. Partners should have a minimum of 2 years' experience on the Steering Committee before taking on a leadership role. Leadership should also ideally include Partners from a developed country and from a developing country or a country with an economy in transition.
- 3.6 The Steering Committee membership is comprised of up to 22 GMI Partners. Each Partner on the Steering Committee (Steering Committee Members) may appoint up to two representatives to the Steering Committee. The list of Steering Committee Members, as listed at <https://www.globalmethane.org/steering/index.aspx>, may be amended by consensus of the Steering Committee. Subcommittee Co-Chairs may serve as *ex-officio* members of the Steering Committee.
- 3.7 Current members of the Steering Committee are required to affirm their interest in serving on the Steering Committee for a 2-year term, which may be extended for additional terms if members reaffirm their continued interest in serving on the Committee. The list of Steering Committee members will be based on an "opt-in" process and will be periodically updated by the Secretariat as needed.
- 3.8 With the consensus of the Steering Committee, individuals may participate in meetings of the Steering Committee under the designation of "official observers." An "official observer" will be welcome to offer ideas and perspectives but may not participate in decision-making activities of the Steering Committee. Official observers may include, but are not limited to, representatives of Strategic Partner organizations. Project Network members may be invited to attend certain Steering Committee meetings as observers on an ad hoc basis.

Subcommittees

- 3.9 The Subcommittees of the Initiative will focus on the following focal areas: Biogas (to include Agriculture, MSW, and Municipal Wastewater sectors), Coal Mining, and Oil and Gas Systems. The Steering Committee may establish additional Subcommittees, working groups, or enlarge the scope of existing Subcommittees in other focal areas as agreed.
- 3.10 The Subcommittees will be responsible for guidance and assessment of area-specific activities and engaging representatives of the private sector, development banks, researchers, and other relevant governmental and non-governmental organizations. Each Subcommittee will work to implement its program of action, offer assistance to Partners in the development and implementation of their action plans, provide guidance on project identification, identify and address key barriers and issues for project development, address market assessment and reform issues, facilitate investment and financing opportunities, and report on progress. Subcommittees will report to the Steering Committee. Subcommittees will meet as often as necessary but at a minimum should meet at least once per year, at times and locations to be determined by its appointed representatives to fulfill their responsibilities, making use of electronic media (including email, teleconference, and videoconference) as appropriate in order to minimize travel. Each Subcommittee will make decisions by consensus.

- 3.11 The Subcommittees will be comprised of representatives from interested Partners, non-governmental organizations, and Project Network members. Each Partner may appoint up to three members to each Subcommittee. Project Network members or interested organizations, such as Strategic Partners, may serve as official delegates or participate informally in a Subcommittee by consent of that Subcommittee.
- 3.12 Each Subcommittee will select two Partners as co-chairs, ideally one from a developed country and the other from a developing country or a country with an economy in transition. At their discretion, Subcommittees may select one additional co-chair. Every three years, Subcommittees should review their leadership to provide other Partners the opportunity to act as co-chair.

Project Network

- 3.13 The Project Network will serve as an informal mechanism that facilitates communication, project development and implementation, and private sector involvement across the Initiative. The Project Network serves as the Initiative's mechanism to reach out to and organize the participation of the private sector, governmental and non-governmental organizations. The Project Network is comprised of representatives from local governments, the private sector, the research community, development banks, and other governmental and non-governmental organizations. Those interested in becoming partners in the Project Network will sign and submit a Project Network Membership Agreement.

The Secretariat

- 3.14 The Secretariat will serve as the principal coordinator of the Initiative's communications and activities. The focus of the Secretariat will be administrative; the Secretariat will not act on matters of substance except as specifically instructed by the Steering Committee. Specifically, the Secretariat will:
 - 3.14.1 Organize the meetings of the Initiative,
 - 3.14.2 Arrange special activities such as teleconferences and workshops,
 - 3.14.3 Receive and forward new membership requests to the Steering Committee,
 - 3.14.4 Coordinate communications of Partnership activities, progress, and accomplishments,
 - 3.14.5 Act as a hub for information for the Initiative,
 - 3.14.6 Provide support for activities related to the Project Network, and
 - 3.14.7 Perform such other tasks as the Steering Committee directs.
- 3.15 The Secretariat will be supported and hosted by the United States, at the Environmental Protection Agency in Washington, D.C. Another organization's or Partner's offer to support and host the Secretariat may be accepted by the consensus of the Steering Committee.
- 3.16 Each Partner will designate an Administrative Liaison to serve as its principal point of contact to the Secretariat. The Secretariat will work with the Liaisons to ensure an adequate flow of information between the Initiative and individual Partners.
- 3.17 The Secretariat may, if appropriate, involve personnel employed by the Partners to assist in specific activities undertaken by the Secretariat. Such personnel will be remunerated

by their respective employers and will remain subject to their employers' conditions of employment.

4. Membership

- 4.1 These Terms of Reference establish a framework for voluntary cooperation and do not create any legally binding obligations between or among the Partners. Each Partner is expected to conduct the activities contemplated by these Terms of Reference in accordance with the laws under which it operates and the international instruments to which it is a party.
- 4.2 The Steering Committee may invite other national governmental entities to join the Initiative through endorsement of the Terms of Reference.

5. Funding

- 5.1 Participation in the Initiative is on a voluntary basis. Each Partner may, at its discretion, contribute funds, personnel, and other resources to the Initiative subject to the laws, regulations, and policies of the Partner. Any costs arising from the activities contemplated in these Terms of Reference are to be borne by the Partner that incurs them unless other arrangements have been made.
- 5.2 These Terms of Reference do not create any right or benefit, substantive or procedural, enforceable by law or equity against the Partners, their officers or employees, or any other person. No Partner should submit a claim for compensation to another Partner for activities it carries out under these Terms of Reference. These Terms of Reference do not direct or apply to any person outside of the governments of the Partners.

6. Commencement, Modification, Termination, Extension, and Withdrawal

- 6.1 Commencement, Modification and Termination
 - 6.1.1 These Terms of Reference are in effect as of the date they are formally adopted by the Steering Committee and will continue in effect until 31 May 2031 unless extended or terminated by the Steering Committee.¹
 - 6.1.2 These Terms of Reference may be modified at any time by consensus of the Steering Committee.
- 6.2 Extension and Withdrawal
 - 6.2.1 By consensus, the Steering Committee may extend these Terms of Reference for additional periods.
 - 6.2.2 A Partner may withdraw from the Initiative by giving written notice to the other Partners and the Secretariat 90 days prior to its anticipated withdrawal.

¹ The original terms of reference, which commenced on 16 November 2004, were modified and extended by the Steering Committee for an additional five years on 1 October 2010; and were extended until March 2016, when the GMI was again re-chartered for five years.