

# Outcomes of GMI Steering Committee meetings vs. revisions made to the Terms of Reference (TOR)

Meeting Decision	Relevant Section of new TOR	Notes
December 2020 Steering Committee Meeting		
<b>Formalize GMI's engagement with like-minded organizations.</b>	<b>Section 3.2:</b> <i>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 [website URL].</i>	Strategic partnerships will be listed on the website URL specified in the TOR, in order to avoid having to continuously update the TOR document with new strategic partners.
<b>Continue strategic partnership with CCAC and UNECE</b>		
<b>Explore further opportunities to collaborate with sector-specific or environmental groups</b>	<b>Section 2.6:</b> <i>Foster cooperation with the private sector, research organizations, development banks, and other relevant governmental and non-governmental organizations.</i>	No change required to existing TOR text – this is a standing item that the GMI should also seek to explore opportunities for engagement.
<b>GMI to establish a joint committee with CCAC</b>	<b>Section 2.7:</b> <i>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.</i>	It is outside the scope of the TOR to list specific coordination activities; the joint committee and UN Declaration would fall within the scope of the original TOR text.
<b>GMI to provide support for a potential UN Declaration via a program of activities</b>		

<p><b>Continue the Global Methane Challenge until 2022, and explore recognition options for participants</b></p>	<p><b>Section 2.10:</b> <i>Communicate their progress and accomplishments in implementing action plans or national strategies that may include methane mitigation directly or indirectly and undertaking other activities to support the Initiative's goal.</i></p>	<p>It is outside the scope of the TOR to list specific activities. The continuation of the GMC fall within in GMI's goals to communicate progress and accomplishments.</p>
<p><b>Re-charter for 10 years, with the ability to "check-in" and adjust in 5 years, if necessary</b></p>	<p><b>Section 6.1.:</b>  <b>6.1.1:</b> <i>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 May 31, 2031 unless extended or terminated by the Steering Committee.</i>   <b>6.1.2:</b> <i>These Terms of Reference may be modified at any time by consensus of the Steering Committee.</i></p>	<p>Rather than specifying a "check-in" at 5 years, the secretariat recommends allowing the TOR to be modified at any time by consensus.</p>
<p><b>Position GMI as a methane hub, and focus on opportunities to deliver technical solutions</b></p>	<p><b>Section 1 Purpose:</b> <i>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 clean 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 will serve to complement and support Partners' efforts</i></p>	

	<i>implemented under the United Nations' Framework Convention on Climate Change..</i>	
<b>Plan for a virtual event in 2021, delay GMF to 2022</b>	N/A	It is outside the scope of the TOR to list specific activities. Events fall within the overall goals of the GMI.
March 2020 Steering Committee		
<b>Adopt the chair/vice chair(s) model</b>	<b>Section 3.4:</b> <i>The Steering Committee's leadership will be comprised of a Chair and up to two (2) Vice Chairs, each for a two year term that can be extended by the Steering Committee by consensus. After a two year term as Chair, unless their 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 Country, 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.</i>	New content in the TOR details the new model, and includes expectations for partners who take on a leadership role.
<b>Define minimum engagement requirements for Partners in leadership roles.</b>	<b>Section 3.5:</b> <i>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</i>	New content in TOR outlines the minimum engagement requirements for Partners taking on leadership roles.

	<i>developed and from a developing country or country with an economy in transition.</i>	
<b>Implement an “opt-in” requirement for Steering Committee membership.</b>	<b>Section 3.7:</b> <i>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.</i>	New content in the TOR details the “opt-in” requirement.
<b>Create a formal designation of “Official Observers” to expand Steering Committee membership.</b>	<b>Section 3.8:</b> <i>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.</i>	A process is needed for inviting organizations to become Observers and for accepting requests from organizations become Observers. It was agreed that the Steering Committee will make decisions on Observer Designations, with the secretariat providing analysis to support decision making. However, an outline of the detailed process is not required for the TOR.
<b>Revise the Terms of Reference to explicitly state that Subcommittees may extend membership to Project Network members.</b>	<b>Section 3.11:</b> <i>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</i>	Revisions made for clarity in the TOR.

April 20<sup>th</sup> 2021

	<i>Partners, may serve as official delegates or participate informally in a Subcommittee by consent of that Subcommittee.</i>	
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