

## Terms of Reference 10YFP Board

Adopted October 2013 / Updated October 2022

### 1. BACKGROUND INFORMATION

Making the shift to sustainable consumption and production (SCP) patterns was recognized by the international community at the World Summit on Sustainable Development (2002) and ten years later at the UN Rio+20 Conference (2012) as an overarching objective of and essential requirement for sustainable development. The formal adoption by heads of State and Government at the Rio+20 Conference of the 10-Year Framework of Programs on Sustainable Consumption and Production Patterns (the “10YFP” and its One Planet Network) created the global platform to enhance international cooperation and support the implementation of the 10YFP in all countries, as per the adopted text [A/CONF.216/5](#)<sup>1</sup>.

This recognition was reaffirmed in September 2015 with the adoption of the Sustainable Development Goals as part of the 2030 Agenda for Sustainable Development. The goals include Sustainable Consumption and Production as a stand-alone goal (SDG 12) with the implementation of the 10YFP as its first target.

In December 2021 at its 76th session, the United Nations General Assembly member states extended the mandate of the 10YFP until the end of December 2030. This decision automatically led to the extension of UNEP’s mandate to serve as the Secretariat of the 10YFP.

**In line with the 10YFP document ([A/CONF.216/5](#)), and the [Global Strategy on Sustainable Consumption and Production 2023-2030](#) the vision of the 10YFP is as follows:**

Strategy Pillar 1: Further position sustainable consumption and production as an essential requirement and means to achieve global commitments for sustainable development, climate, biodiversity and pollution.

Strategy Pillar 2: Enable changes through circularity, transformative multistakeholder and public-private partnerships, tools and solutions across high-impact systems and sectors.

Strategy Pillar 3: Empower countries, in particular developing countries, and stakeholders for mainstreaming and implementing sustainable consumption and production patterns, leveraging the UN Development System.

Strategy Pillar 4: Foster a global movement and commitments for action (a global movement for SCP.)

Furthermore:

- Promote life cycle approaches, including resource efficiency and sustainable use of

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<sup>1</sup> A/CONF.216/5, endorsed in paragraph 226 of Rio+20 Outcome Document “[The Future we Want](#)”.

resources, as well as science-based and traditional knowledge-based approaches, cradle to cradle and the 3R concept (reduce, reuse and recycle) and other related methodologies, as appropriate;

- Promote the creation of new economic opportunities for all countries, with particular attention to developing countries;
- Promote a competitive, inclusive economy delivering full and productive employment and decent work for all and fostering efficient social protection systems;
- Serve as a tool to support the implementation of global sustainable development commitments, the achievement of the 2030 Agenda and the implementation of targets and goals agreed under relevant multilateral environmental agreements (MEAs).

In operational terms this implies that the 10YFP encompasses the following objectives and activities:

- **Accelerate the shift towards SCP**, supporting regional and national policies and initiatives.
- **Contribute to resource efficiency and decoupling** economic growth from environmental degradation and resource use, while creating **decent job and economic opportunities** and contributing to **poverty eradication and shared prosperity**.
- **Mainstream SCP into sustainable development policies, programmes and strategies**, as appropriate, including into poverty reduction strategies.
- **Support capacity building and facilitate access to financial and technical assistance** for developing countries, supporting the implementation of SCP activities at the regional, sub-regional and national levels.
- Serve as an **information and knowledge platform on SCP to enable all stakeholders to share** tools, initiatives and best practices, raising awareness and enhancing cooperation and development of new partnerships.

The United Nations Environment Programme (UNEP) – within its current mandate serves as the 10YFP secretariat (as per [A/CONF.216/5](#); and reaffirmed by [A/RES/67/203](#)).

The 10YFP Board TORs were developed based on the 10YFP text adopted at the Rio+20 Conference ([A/CONF.216/5](#) - paragraph 4.b) the decision of the UN General Assembly 67 ([A/RES/67/203](#)) of December 2012 and [A/RES/76/202](#) from December 2021.

## 2. MANDATE OF THE BOARD

The responsibilities of the Board, as set out in paragraph 4.b of [A/CONF.216/5](#) (and updated) are the following:

- i. Promoting the 10-year framework of programmes, its Global Strategy and Biennial Results Framework;
- ii. Guiding the Secretariat of the 10YFP and the work of the One Planet Network;
- iii. Assisting the secretariat in securing funding for sustainable consumption and production,

- including voluntary contributions to the trust fund;
- iv. Overseeing the secretariat's operation of the trust fund and its project approval process to ensure neutrality, objectivity, transparency, accountability and regional balance in the allocation and use of resources from the fund;
  - v. Reviewing annual progress reports of the 10YFP including to ECOSOC, HLPF and other intergovernmental bodies such as UNEA as appropriate;
  - vi. Convene international and regional meetings related to SCP and SDG 12;
  - vii. Approve the Biennial Results Framework
  - viii. Guide the review of the implementation of the Global Strategy for Sustainable Consumption and Production (2023-2023); and
  - ix. Invite representatives of United Nations bodies and major groups to participate in its deliberations.

**Additional responsibilities include:**

- x. Supporting dialogues and cooperation with the 10YFP national focal points of their respective regions, including promoting dialogues in the framework of regional Ministerial Fora and/or the Regional Forums on SDGs.
- xi. Convene and Chair regional meetings to support implementation of the four pillars of the Global Strategy on SCP.
- xii. Consulting the Group of Friends on SCP as an Advisory Committee of the Board<sup>2</sup>.

### **3. COMPOSITION AND REPRESENTATION**

The Board is composed of ten members, two members from each United Nations regional group (i) Africa, ii) Asia-Pacific, iii) Latin America and the Caribbean, iv) Eastern Europe, and v) Western Europe and other states.

Balance in terms of geographical representation and gender, as well as expertise on SCP should be sought. Each member of the Board may designate an alternate from the same country or other country within her/his region, to represent him/ her at those Board meetings or conference calls which the member is unable to attend. Where space allows, these alternates should also be able to attend as observers, together with the designated Board member.

#### **3.1. Terms and rotation**

Pursuant to the decision [A/69/379](#) and [69/214](#) of the General Assembly, the members of the board may serve for a period of two years. The two-year term of the Board members shall begin on the date of their appointment and the General Assembly will elect new members for a start date of 28 February every even year.

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<sup>2</sup> The Group of Friends for SCP is composed of member states that are engaged in the 10YFP and its One Planet Network either as past or present Board Members, donors or leads of thematic initiatives and programmes within the network.

In accordance with resolution [A/RES/67/203](#), regarding the nomination of two members from each United Nations regional group, terms of membership may continue to be for two years. United Nations regional groups may wish to renominate one of their existing two members of the board, in which case they should be able to do so for one further consecutive term, taking into account the importance of ensuring continuity in the work of the board. No Member State may be eligible to serve more than two consecutive terms.

The Board members shall remain in office until their successors are elected.

### **3.2. Nomination**

Members are nominated by their respective UN regional groups, in accordance with resolution [A/RES/67/203](#).

### **3.3. Chair and Co-chair:**

The 10YFP Board will have one Chair and one Co-chair. Both of them will be elected by the Board members for a term of two years each, from different regions; and when possible with one being from a developed country, and one from a developing country.

If the Chair is temporarily unavailable to attend meetings or specific events, the Co-Chair will be serving as Chair.

If any of the Chair and Co-Chair is unable to complete the term of office, the Board will elect a replacement to complete the term of office.

Role of Chair and Co-chair:

- Chair 10YFP Board meetings;
- Provide inputs / guidance on agenda items and background documents for 10YFP Board meetings;
- Promote strengthened collaboration among 10YFP Board members;
- Represent the 10YFP in relevant fora; and
- Oversee the preparation of annual reports with 10YFP Secretariat support.

## **4. SECRETARIAT**

The work of the 10YFP Board will be supported by the 10YFP Secretariat, which will:

- Organize and service relevant meetings of the 10YFP Board;
- Prepare reports relevant to the 10YFP; in addition to
- Fulfilling the functions of the 10YFP described in [A/CONF.216/5](#) paragraph 4.a.

## **5. MODALITIES OF WORK**

### **5.1. Meetings**

The Board is expected to meet face-to-face once per year; with the possibility of an additional meeting when required. The face-to-face meeting shall be organized back-to-back with related

meetings if possible. If needed, additional virtual meetings of the Board can be requested by Board members or the secretariat. At the first Board meeting every year, the secretariat shall propose a provisional schedule of meetings for the year, for decision on date and location.

In close coordination with the Secretariat, Board members can be requested to represent the 10YFP and participate in relevant national, sub-regional, regional and global 10YFP events to present its objectives and activities and promote synergies and cooperation on SCP.

## **5.2. Quorum**

At least six of Board members must be present to constitute a quorum, with a minimum of one member per region, including the Chair or Co-chair.

## **5.3. Decisions**

Board members, in their participation, shall be guided by the objective of implementing the 10YFP, in accordance with the responsibilities listed in paragraph 4 (b) of the 10YFP document ([A/CONF.216/5](#)).

Decisions of the Board are to be made by consensus of the Board members. If all efforts by the members at consensus have been exhausted, and no consensus reached, the decision will, as a last resort, unless otherwise provided by the present rules of procedure, be taken by a two-thirds majority of the members present and voting, or by the vote of at least 5 members, whichever is greater.

## **5.4. Agenda and Meeting Documentation**

The agenda and supporting documentation will be prepared by the Secretariat in consultation with the Chair and Co-chair of the Board and approved by the Board at the beginning of each meeting.

The Secretariat will disseminate the provisional annotated agenda and any supporting documentation to the invited participants at least 14 calendar days prior to the meeting.

## **5.5. Working language**

The working language of the Board is English as well as all supporting documentation.

## **5.6. Participation**

As stated in the [A/CONF.216/5](#), the Board will invite representatives and stakeholders engaged in the implementation of the Global Strategy for SCP to participate in its deliberations.

The Group of Friends for Sustainable Consumption and Production, UN bodies and stakeholders can be invited as observers to attend meetings based on specific agenda items. Experts and representatives or lead actors of the 10YFP/One Planet network Programmes can also be invited depending on the items on the agenda. If requested, the Secretariat will assist in identifying and arranging participation of these observers.

### **5.7. Use of electronic means**

The secretariat will use electronic means of communication to facilitate work between meetings, including any necessary deliberations by the Board.

### **5.8. Modifications**

Without prejudice to the mandates and provisions established in resolution [A/RES/67/203](#) and [A/CONF.216/5](#), these Terms of Reference, may be modified at any time by decision of the Board.