



GOVERNMENT OF KIRIBATI

**MINISTRY OF ENVIRONMENT, LANDS & AGRICULTURAL DEVELOPMENT
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Consistent with provisions set out under the Kiribati International Water Ridge to Reef Project Steering Committee Terms of Reference, a Technical Task Force (TTF) is established with responsibility for:

“Overseeing the scientific and technical elements of the project; ensuring effective implementation of activities undertaken during project execution; and providing sound scientific and technical advice to the Project Steering Committee.”

Terms of Reference

- Review and co-ordinate scientific and technical activities of the IW R2R project;
- Identify and engage all stakeholders (consultants, expert etc.) involved in the project;
- Review, and approve all TORs for experts and consultants engaged under the project;
- Review and evaluate, from a scientific and technical perspective, progress in implementation of the project, and provide guidance for improvement when necessary;
- Receive, and review reports, data and information from technical activities of the project and oversee the syntheses of this information to identify overall needs and priorities for strengthening scientific and technical support to the operation and successful demonstration of the R2R approach locally, nationally and regionally;
- Receive, review, and comment on drafts of national policies and/or action frameworks;
- Provide the Project Coordinating Unit (PCU) & Project Steering Committee (PSC) with:-
 - recommendations on proposed activities, work plans, and budgets;
 - technical guidance and suggestions to improve project activities where necessary, including reforms of policy and planning frameworks for

- integrated approaches to environmental and natural resource management; and
- advice on the need for public awareness, information materials and knowledge sharing concerning integrated approaches to environmental and natural resource management.
- If required, maintain direct liaison with the Regional Science & Technical Committee (RSTC) on technical matters requiring assistance;
- Facilitate co-operation with relevant international, regional, national and community organisations and projects to enhance the effectiveness and efficiency of the project; Monitor the progress of the project's activities and ensure the quality of outputs.

Meetings of the Technical Task Forces

The Project Coordination Unit in consultation with the Chairperson shall convene meetings of the TTF according to an agreed schedule, which will form part of the agreed work plan and timetable for the work of the Committee.

The Technical Task Force shall meet on a quarterly basis, or more frequently if needed.

Quorum Requirements

A minimum of four of the Technical Task Force inclusive of Secretariat members are required for the meeting to be recognized as an authorized meeting for the recommendations or resolutions to be valid.

Members

Members are drawn from sectors that have direct linkages with the project's technical activities, comprising the Government and NGO representatives who potentially have important roles in the implementation of the project.

1. STAR R2R (technical)
2. MISE
 - i. *Technical Design*
 - ii. *Water*
3. MFED
 - i. *NEPO*
4. MHMS
 - i. *Environmental Health*
 - ii. *Laboratory*
5. Kiribati Tourism Authority
6. MFMRD
 - i. *Coastal Fisheries - scientist/ technical*
7. MWYSA
 - i. *Women Development Division (Gender)*

8. Agriculture and Livestock Division (replanting, endemic species)
9. Lands Management Division
 - i. *Land-use planning, mapping & GIS*
10. GEF Small Grants
11. USP Kiribati Campus (integrated coastal zone management)
12. PCU (Secretariat)
13. RPCU-SPC (observer)
14. UNDP, UNFAO (observers)

Secretariat

The Project Coordination Unit shall act as Secretariat to the TTF and shall ensure that reports of the meetings are circulated to all members of the IW R2R TTF. It is encourage that the work of the TTF will be coordinated jointly by the STAR and IW Projects to ensure coordination of the project activities.

Conduct of Technical Task Force Business

The Task Force shall operate and take decisions on the basis of consensus regarding any matter relating to technical advice going forward to the PSC and has national significance.

The conduct of TTF meetings shall be in accordance to meeting procedures of the PSC.

Participation of Observers in the Technical Task Meetings

The TTF may invite observers to participate in its meetings. Upon the invitation of the Chairperson, observers may participate in the discussion of issues within their competence or scope of activities, without the right to participate in decision-making.