

## **Terms Of Reference for the Continuous Improvement Work Programs**

The Integrity Council for the Voluntary Carbon Market (Integrity Council or ICVCM) is an independent governance body for the voluntary carbon market (VCM). Its purpose is to ensure that the VCM accelerates progress toward the objective of combatting climate change. To achieve this, the Integrity Council has established a global threshold standard for carbon credit quality with a view to ensuring that high-quality carbon credits efficiently mobilise finance towards urgent climate action.

The Core Carbon Principle (CCP) label will provide a credible, rigorous, and readily accessible means of identifying high-quality carbon credits.

A key focus of the ICVCM is to ensure that the VCM evolves and develops to enable scaling of action at best practice levels of integrity and knowledge. For that purpose, 10 Continuous Improvement Work Programs (CIWPs) have been identified and published. Further CIWPs may be launched by the Governing Board in due course.

These Terms of Reference outline the mandate of the CIWPs and the requirements for and selection of CIWP participants. It should be read together with the related CIWP Modalities and Procedures. The CIWP Modalities and Procedures describes role, composition, duties and decision-making processes for the CIWPs and may be updated from time to time.

### **1. Mandate of the CIWPs**

- (1) Each CIWP is convened to develop an understanding of key issues and emerging best practice on the topic identified and to work collectively to develop, where possible and relevant, recommendations on what the ICVCM should incorporate into the next version of the Assessment Framework.
- (2) The role of each CIWP and its participants is advisory, and any recommendations, comments or findings are advisory only and are not binding on the ICVCM but may be used to inform the next version of the Assessment Framework or other work of the ICVCM. All outputs from all CIWP that are created by the CIWP process and participants will be the intellectual property of the ICVCM.

### **2. CIWP participant selection criteria**

- (1) Technical expertise of CIWP participants
  - (a) Each CIWP core group of experts (6-12 participants, as a guide) should reflect diverse expertise within the topic and subject matter.
  - (b) Each CIWP core group of experts should reflect diverse stakeholder interests.
  - (c) Each applicant expert that responds to the call will be invited to identify their respective expertise against a list of relevant criteria for the particular CIWP.
  - (d) The ICVCM Executive Secretariat may invite certain known experts to apply to participate in the CIWP per above.
  - (e) The ICVCM will aim to ensure that individuals are in not more than one CIWP, in order to ensure broad participation.
- (2) The ICVCM Executive Secretariat is committed to fostering a diverse and inclusive membership, such as geographical and gender mix and IP&LC representation.

### **3. CIWP participant selection process**

- (1) The Governing Board will determine the target size of the relevant CIWP.
- (2) The Executive Secretariat will invite applications through a call for applications. Applications will require that participants agree to be bound by conflict of interest and confidentiality obligations and adhere to a Code of Conduct.
- (3) The Executive Secretariat reviews applications to develop a shortlist of participants, in consultation with the relevant SOC and EP lead for the CIWP.
- (4) The Executive Secretariat presents a recommendation based on the above for each CIWP for approval by the ICVCM SOC Co-Chairs and the ICVCM Governing Board Chair.
- (5) Each CIWP will be chaired by one SOC or EP member and in some cases ICVCM may also appoint one other expert who shall be from an ICVCM affiliated organization where possible.
- (6) The Standards Oversight Committee Co-Chairs will serve as Coordinating Co-Chairs for the CIWP
- (7) Participation and termination of participation is at the discretion of the ICVCM.

### **4. Time Commitment**

- (1) Each CIWP is expected to hold around 4-6 virtual meetings, each of up to 3 hours duration, over a period of around six months. For CIWP 1-5, the period is expected to be January to June 2024 . For CIWP, 6-10, the period is expected to be April to September 2024.
- (2) In addition to (1), participants should plan for preparation time and time to comment after meetings.
- (3) Additional meetings may be scheduled as needed.
- (4) CIWP participation is not remunerated (except in case-by-case exceptions as indicated in the CIWP call).

### **5. Public Reference**

- (1) Participation may be referred to in public communications by the ICVCM (name of participants and relevant organization).
- (2) Participants may publicly mention their engagement as a CIWP participant but may not generate any remuneration as a result of their participation, nor use participation as a means for obtaining business opportunities.