

## **METHOD OF WORKING OF THE IPCC CONFLICT OF INTEREST (COI) COMMITTEE**

Approved at the Thirty-Fifth Session (Geneva, 6-9 June 2012) and amended at the Forty-Fourth Session (Decision IPCC/XLIV-3, Bangkok, Thailand, 17-20 October 2016)

- a) The COI Committee, comprising all elected members of the Executive Committee and two additional members with appropriate legal expertise appointed by UNEP and WMO, will elect a Chair and a Vice-Chair at its first meeting;
- b) A quorum will require the presence of two thirds of the members of the COI Committee, including the Chair and/or Vice-Chair, and at least one of the members as appointed by UNEP and WMO;
- c) The members of the COI Committee are expected to reach consensus. If, exceptionally on matters of particular urgency, consensus is not possible, the Chair may take the final decision, having regard to the weight of opinion in the COI Committee. The Chair of the Committee will make an appropriate report to the Panel at its next Session if such a situation occurs;
- d) All members of the COI Committee participate in its work in their personal capacity and cannot be represented by other persons;
- e) The IPCC Secretariat will provide administrative support to the COI Committee;
- f) The Committee shall meet at least once a year in advance of the IPCC Session, and in person or otherwise as often as required;
- g) The Committee will submit a report on its activities to the IPCC Panel at least four weeks before each Session;
- h) The authority provided to the COI Committee is vested in the body as a whole, and any member of the COI Committee who speaks/acts on its behalf, must take into account the views of the Committee and respect the Principles Governing IPCC Work and the IPCC Conflict of Interest Policy;
- i) To avoid conflicts of interest within the COI Committee itself, members should not consider certain cases and will recuse themselves when such cases are being reviewed. Such cases involve in particular: issues related to themselves; issues related to an individual with whom the member has a substantial business or relevant shared interest as defined in paragraph 16 of the IPCC COI Policy; issues related to an individual with whom the member currently has a close professional or other connection; or a request, as provided for in paragraph 9 of the Implementation Procedures, by a CLA, LA or RE to review a decision of a Working Group Bureau or Task Force Bureau of which the Committee member is a member;
- j) The work of the COI Committee is confidential in line with the spirit of the IPCC Conflict of Interest Policy.