**SESSION 2 – Annex 2.d**

**Discussion on resuming the draft Terms of Reference (TOR) for FRWG**

**DRAFT OUTLINE FOR FRWG TERMS OF REFERENCE (TOR)**

**Structure and Operations**

as of [name of meeting]; [date]; [location]

1. **FRWG Membership and Structure**
	1. Membership. The FRWG shall be composed of at least two representatives from each of the CT6 (Indonesia, Malaysia, Papua New Guinea, Philippines, Solomon Islands and Timor-Leste), a representative from the Regional Secretariat and CTI-CFF partners. The NCC of CT6 countries shall designate representatives to the FRWG meetings. However, decision-making shall be lodged with the CT6 members.
	2. Term of the Chair and Vice Chair. The term of the Chair and Vice Chair is two years starting on 01 January of the year, following the confirmation of the SOM. The MEWG will decide the subsequent Chair and Vice Chair.
2. **Purpose and Tasks of the FRWG**

The primary functions of the FRWG are:

* + convene Working Groups meetings and discussions …
	+ coordinate and assist in …
	+ support / work with the Project Preparation Facility (PPF) and Development Partners once it is established to implement the proposed initial activities
	+ support / work with the Project Preparation Facility (PPF) with the assistance from Development Partners in the set-up of a CTI Regional Fund

Specifically, the FRWG may also perform the following functions:

* …
* …

**3. Financial Management Planning, Coordination and Monitoring**

* + 1. Regular FRWG meetings. The FRWG shall conduct at least one meeting annually to assist Regional Secretariat to prepare the financial annual reports and submit to the SOM. The schedule of the meetings will take into consideration planned CTI regional events and SOM / MM meetings. In addition to the annual meeting, conference calls may be arranged among the FRWG focal points to keep the CT6 abreast with the developments on the FRWG work plans across the CT6. The Chair shall inform the FRWG focal points of all CT6 Member States at least two weeks prior to the date of the conference call and the agenda.
		2. Collaboration with other TWGs; Governance WGs and cross-cutting themes. The FRWG shall collaborate with other CTI working groups and cross-cutting themes and the Regional Secretariat in the planning and conduct of regional priority actions.
	1. Monitoring and Reporting of Progress. The FRWG shall develop an M&E system and indicators to track and report on progress of work plan implementation of the TWGs and the achievement of the RPOA goals and targets.
1. **Administrative Support to the FRWG**

The administrative support for the FRWG shall be provided by the country chairing the FRWG. Coordination with other CT6 countries pertaining to schedules of activities, collaboration with other countries and other related activities should be coordinated with the Regional Secretariat.

1. **Financial Arrangements**

The FRWG shall provide assistance to the Regional Secretariat in mobilizing financial resources to support the implementation of the annual work plan as well as the operations of the TWG.