

FINAL TERMS OF REFERENCE

OF

THE ALLIANCE FOR TRANSFORMATIVE ACTION ON CLIMATE AND HEALTH (ATACH)

1. Mission

To realize the ambition set at COP26 to build climate resilient and sustainable health systems, using the collective power of WHO Member States (“Member States”) and other stakeholders to drive this agenda forward at pace and scale; and promote the integration of climate change and health nexus into respective national, regional and global plans.

2. Objectives and functions

Through coordination and collaboration, the Alliance for Transformative Action on Climate and Health (“ATACH” or the “Alliance”) strives to support Member States including those that have signed the COP26 Health Programme commitments on building climate resilient health systems and on low-carbon health systems, to progress and drive this agenda forward and to promote accountability. ATACH builds on the rapidly growing body of international work in this and closely related fields - such as capacity building for healthcare workers, provision of renewable energy and clean water to health facilities and sustainability in healthcare supply chains - in order to strengthen WHO’s efforts to help Member States in delivering on the commitments made at COP26 and help make the links to existing initiatives where appropriate. The Alliance will also invite participation and support from key stakeholders including government entities, intergovernmental entities and non-State actors to assist WHO in supporting Member States through knowledge sharing, technical support, capacity development and resource mobilization.

Key objectives:

- Support Member States to develop health systems that are adapted and resilient to the impacts of climate change and that are low-carbon and sustainable, contributing to national net zero goals.
- Encourage Member States to make commitments on ‘climate resilient and sustainable’ health systems and to build on those commitments for increased ambition.
- Elevate the climate and health agenda in both climate and health spaces by identifying and advocating for innovative solutions to global constraints thereby achieving resilient and sustainable systems.
- Identify, disseminate, strengthen and advocate for evidence and knowledge on best practices relating to emerging issues and health argument for climate change action to support implementation of the commitments and encourage global progress in addressing the climate and health nexus.

Functions

- **Delivering international shift on priority issues:** This function focuses on areas where a global shift can be delivered through the collective power of Member States and other stakeholders, as appropriate. It reflects collective interest of the Alliance as well as context specific themes which may be more applicable to smaller groupings of Member States.
- **Monitoring:** Support WHO, in its efforts to collect data on country level progress against the commitments made.
- **Quality Assurance:** Support WHO in developing quality assurance mechanisms designed to help ensure that assessments, plans and implementation are of the quality required to deliver on commitments made thereby facilitating a common understanding of such commitments and measures of progress. The core aim is to help identify where support is required and to identify best practice.
- **Financing:** This focuses on identifying financing needs, and support Member State access to finance, including climate finance, in a timely and sustainable way. This information also feeds into the monitoring function, tracking the performance of both domestic as well as donor/ development finance agencies in making funding available to meet Member State commitment needs.

- **Knowledge sharing and coordinating access to technical assistance:** This function provides a forum for Alliance Participants to share expertise, knowledge and experience on the assessment, planning implementation, financing and monitoring of commitments. This supports exchange among Participants and access to information to support evidence based and cost-effective delivery of commitments. This may include a function to advise WHO on the coordination of access to technical assistance, either directly (subject to funding availability) or through Participant capacity in line with WHO's rules and policies.

3. Status

ATACH is a WHO initiative, an informal voluntary network for Participants to exchange views, share information, and enhance technical and political co-operation. It is not a distinct legal entity and it derives its legal status from WHO. Thus, it shall be administered by WHO, which provides its Secretariat. On this basis, ATACH shall in all respects be administered in accordance with the WHO Constitution and General Programme of Work, WHO's Financial and Staff Regulations and Rules, WHO's manual provisions, and WHO rules, policies, procedures and practices.

Becoming a Participant of the ATACH is not a legal undertaking and does not imply any legally binding agreement by any Participant under national or international law. Furthermore, ATACH is not a decision-making body, nor does it have any bearing over the work and activities of its Participants.

4. The Secretariat

Subject to the availability of sufficient human and financial resources, WHO serves as the Secretariat of the ATACH. Secretariat support is provided in accordance with the WHO Constitution and General Programme of Work, WHO's Financial and Staff Regulations and Rules, WHO's manual provisions, and WHO rules, policies, procedures and practices.

The Secretariat reserves the right not to implement any ATACH activity which it determines gives rise to undue financial, legal or reputational liability or is contrary to WHO policies, regulations and procedures.

The role of the Secretariat is to:

- Serves as the interface between the Alliance and its Participants.
- Oversee and conduct the day-to-day administrative business of ATACH, in consultation with the Steering Group;
- Appoint Conveners and Working Group Chairs;
- Approve the establishment of Working Groups and their respective terms of reference;
- Develop the workplan of the ATACH, including the workplans of its working groups in consultation with the Steering Group;
- Organize the ATACH General Meeting;
- Chair the Steering Committee meetings;
- Review applications to participate in ATACH, which shall include conducting due diligence and risk assessment on Participant applications if non-State actors, corresponding with all applicants and confirming admission of all new Participants.
- Facilitate engagement of all Participants and the development of the ATACH strategy in the interests of effective collaborative work;
- In consultation with the Steering Group, lead periodic reviews of the role, functioning and impact of ATACH and initiate, consider and approve amendments to the present Terms of Reference, as appropriate, with a view to improving the functioning of ATACH;
- Monitor and evaluate activities and processes of the Alliance, making amendments as necessary, in consultation with the Steering Committee, to optimize overall Alliance functioning and impact;
- Coordinate correspondence with Participants, as required, to facilitate participation and collaboration of all Participants.

- Coordinate the preparation and distribution of documentation for the General Meeting (e.g. agenda, meeting reports, publications);
- Develop a central repository of information and documents relevant to the ATACH;
- Identify and encourage high-level advocates of climate resilient and low carbon sustainable health systems (e.g. Ministers of Health, Ministers of Environment, heads of national delegations to the UNFCCC, public figures) to raise awareness and political outreach on the ATACH in different health, climate change and sustainable development mechanisms.
- Maintain and regularly update the ATACH website (hosted by WHO);

5. Participants

ATACH is open to the following participant categories:

- Government Institutions with a mandate for Climate Change and Health;
- Intergovernmental organizations
- Nongovernmental organizations(including civil society groups);
- Private-sector entities, represented through international business associations
- Philanthropic foundations
- Academic institutions

Applications from non-State actors desiring to join ATACH will be considered by the Secretariat, using the following criteria:

- the applicant must be a legally established entity and not an individual;
- the applicant works actively in the field of climate change and health and aligns itself with the mission, objectives, and functions of ATACH
- the applicant should demonstrate proven expertise in the field of climate change and health, specifically with regards to the different Working Groups of the ATACH.
- the applicant commits to actively engaging in the work of the ATACH;
- the applicant provides required information on its organization as per paragraph 39 of the WHO Framework of engagement with non-State actors (FENSA) and signs the WHO Tobacco/Arms Disclosure Statement;
- the applicant supports WHO's normative / technical policies;
- the entity should not use its participations for promotional and/or commercial purposes;
- the entity, if a membership organization, should have the authority to speak for its members and have a representative structure.

Participation request and application process:

- All requests for participation are to be sent to the Secretariat by way of an official written communication to healthclimate@who.int;
- **Government Institutions** with a mandate for Climate Change and Health interested in joining the ATACH are invited to apply by sending a letter signed by the respective Minister of Health. The letter should contain information on progress made or commitment towards climate change and health at national level. The Secretariat shall assess such requests and inform applicants accordingly;
- **Consideration of an application by a non-State actor** is contingent on compliance with the criteria set forth above and is subject to the outcomes of due diligence and risk assessment in accordance with Framework of Engagement with Non-State actors (FENSA¹). The entity is required to complete the application on the dedicated webpage and provide copies of the following documents: name, objectives and mission of the entity, copy of the legal status (such as bylaws, constitution), governance structure, names and affiliations of the members of main decision-making bodies (such as Board, Executive Board), the assets, annual income and funding sources (list of donors and sponsors), main relevant affiliations and website address. The entity will also sign the tobacco-arms disclosure statement;

¹ Framework of engagement with non-State actors (FENSA), resolution WHA/69/10.
http://apps.who.int/gb/ebwha/pdf_files/wha69/a69_r10-en.pdf

- Non-State actors will be admitted as Participants for an initial duration of three years, which may be extended by the Secretariat in consultation with the Steering Committee as considered appropriate.

6. Responsibilities of Participants

On joining ATACH, Participants undertake to:

- Adhere to these Terms of Reference;
- Promote the work, vision, goals and objectives of the ATACH;
- Actively initiate and participate in ATACH activities, discussions and deliberations;
- Participate, as appropriate, in the ATACH General Meeting;
- Participate, as appropriate, in ATACH working groups;
- Engage with other Participants in the ATACH priority areas; and
- Share knowledge and information (lessons learned, case studies, programme results, etc.) with other ATACH Participants as appropriate.

7. General Meeting

In principle, ATACH holds its General Meeting on a yearly basis for the first three years (i.e. 2022-2024) and every two years from 2024.

The functions of the General Meeting are to:

- Review the workplan and the report of the Steering Group. The ATACH workplan and report of the Steering Group consists of a compilation of the workplans of all Working Groups plus strategic issues to be presented to the General Meeting;
- Serve as a platform for dialogue and exchange of views among Participants;
- Deliberate on issues proposed by the Steering Group that promote ATACH objectives.

The Secretariat in consultation with the Conveners may also hold additional ad hoc ATACH meetings, as necessary and as appropriate.

To the extent possible and appropriate, ATACH meetings may be combined with meetings of other relevant bodies or events, to maximise logistical synergies and minimise costs.

8. Conveners

Convening Government institution representatives from the United Kingdom and Egypt, as COP26 and COP27 Presidents, will co-convene ATACH general meeting for the first 2 years, to provide momentum and leadership to the Alliance. WHO, as Secretariat to the ATACH, plays its convening role on a permanent basis. Subsequent co-conveners from Government institutions will be selected by WHO.

Conveners from Government institutions will promote continued momentum, identify opportunities and support the Alliance to meet the agreed purpose, objectives and functions, by (but not limited to):

- Facilitating engagement with Member States, UN Agencies and other key stakeholders;
- Engaging potential new Participants by encouraging commitments to the Initiatives on Climate Resilient and Low Carbon Sustainable Health Systems;
- With the support of the Secretariat, convening Alliance meetings
- Actively participating in the Steering Group.

9. Steering Group (SG)

The Steering Group comprises up to 12 members, who are appointed by WHO. These members consist of the Secretariat, the Co-conveners and the Chairs from each of the Alliance's working groups. The selection process will strive for balanced representation of the Alliance Participants, with respect to gender, age, geographical area, and organization type. The Steering Group will operate on the basis of consensus. With the exception of the Secretariat, the duration of the term of appointment of the Steering Group members shall be for an initial term of two years for the conveners and one year for the chairs of the working groups, with the possibility of renewal once.

The responsibilities of the Steering Group are to:

- Provide the overall strategic direction, in consultation with WHO, for the operative work of the ATACH;
- Support WHO in the organization of the General Meeting and its agenda;
- Ensure coordination across working groups and provide recommendations of potential additional working groups to be established; and
- Endorse the ATACH workplan.

The Steering Group will meet (virtually or in person) at least every 6 months to discuss progress, cross-cutting issues and emerging priorities.

10. Working groups (WGs)

Working groups may be established by the Secretariat in consultation with the Steering Group. Working Groups are set up to exchange information and collaborate on agreed specific tasks/projects in line with the ATACH's objectives, mission and functions. Working Groups are accountable to the Steering Group and through the Steering Group to the Secretariat. The Terms of Reference for all Working Groups are approved by the Secretariat in consultation with the Steering Group. Any subsequent change to the Terms of Reference will also be subject to the approval of the Secretariat.

Participation in ATACH Working Groups will be open to any interested Participant. WGs will meet at least every six months.

Each Working Group will have two co-chairs. The co-chairs are expected to:

- Chair the discussions during the WG meetings;
- Promote active involvement of the Working Group Participants in the development of its workplan;
- Work with the Secretariat to progress Working Group objectives and plans including in the development of the WG workplan;
- Support the Secretariat and Steering Group in the identification of priorities and/or challenges for the attainment of the objectives relating to the specific Working Group;
- Promote and ensure synergies with other Working Groups;
- Participate in Steering Group meetings, representing the work, issues and views of the wider Working Group;
- Support the Secretariat in the agenda development and active participation in ATACH General Meetings.

The co-chairs of the Working Groups will be appointed by WHO in consultation with the Conveners and will rotate as decided by WHO.

Based on the focus of discussions at COP26, the following four initial thematic WGs are proposed:

- Financing the Health Commitments on Climate Resilient and Sustainable Low Carbon Health Systems
- Climate Resilient Health Systems
- Low Carbon Sustainable Health Systems
- Supply chains

11. Communications

11.a Modus operandi

The ATACH is not a decision-making body and will aim to reach consensus on the issues it discusses.

Any communication in the name of the ATACH will take place through the Secretariat.

Participants shall not make public statements about ATACH activities on behalf of the Secretariat without the latter's prior written consent.

11.b Visual identity

The ATACH will have a visual identifier such as a logo which will help identify the initiative to its audience.. The visual identifier will be accompanied by the statement "*WHO hosted Network*". The right to use the logo, including on publications, may be granted to Participants on a case-by-case basis with prior written approval of the Secretariat. Participants shall not use WHO's name, acronym and emblem. This includes, inter alia, the display of the WHO logo and name on any premises, equipment, as well as on any communication and/or training materials, training certificates, social media tools or publications.

11.c Publications

As a general rule, WHO will be responsible of any ATACH publications. Any ATACH publications will be subject to WHO's oversight and be consistent with its publication policies, including editorial review, inclusion of appropriate disclaimers, copyright and attribution of authorship.

Any other type of publication by a Participant, other than WHO, referring to Alliance activities shall contain appropriate disclaimers as decided by WHO, including that the content does not reflect the views or stated policy of the participants.

Participants must ensure that the work of the Alliance is not misrepresented, and appropriate disclaimers are included where necessary. Alliance activities shall not include the development of technical materials, normative documents or policy papers.

11.d ATACH website

ATACH has a dedicated website hosted within the WHO domain in order to achieve an online presence more quickly, and as such subject to applicable WHO policies, rules and regulations.

12. Financing and fundraising for the activities of the ATACH

Each Participant will be responsible for meeting its own expenses in relation to its participation in ATACH (including, but not limited to, travel and subsistence for attendance at ATACH meetings, working group meetings and country-focused initiatives), unless agreed otherwise on a case-by-case basis by the Secretariat. At its sole discretion and subject to the availability of funding, the Secretariat may exceptionally support the cost of participation from specific countries as and when appropriate.

Secretariat support and related day-to-day operations of the ATACH will be financed by voluntary contributions from Participants. The Secretariat may also raise funds from other sources, as appropriate, to support the work of the ATACH, in accordance with WHO rules and procedures. All Secretariat funds will be administered in accordance with WHO policies, including the WHO Financial Regulations and Financial Rules and associated practices. Grant applications made by ATACH Participants for raising funds in the name of the AATACH require consultation with and endorsement by the Secretariat. The Secretariat reserves the right to require that the ATACH name not be used in such funding applications.

Contributions by Participants, including donations (in cash or in kind), will be acknowledged by the Secretariat in accordance with its applicable rules, policies and practices.

13. Termination and withdrawal

Each Participant has the right to withdraw from participation in the ATACH at any time, subject to providing the Secretariat with three (3) months' prior written notice and to the orderly conclusion of any ongoing activities.

If a Participant does not attend three successive biennial members meetings, without appropriate written explanation to the Steering Committee, the Participant will be deemed to have withdrawn from the Alliance.

WHO has the right to withdraw from administration of the ATACH at any time, subject to providing Participants with at least six (6) months' prior written notice and to the orderly conclusion of any ongoing activities.

The Secretariat also has the right to terminate the participation of any Participant at any time, upon providing written notice thereof to such Participant. Without limiting the foregoing, the participation of any Participant shall terminate if and when such member: (a) no longer subscribes or adheres to the goals, objectives and/or guiding principles of the ATACH, as described in these Terms of Reference; (b) engages in activities that are not compatible with WHO Policies, and/or (c) ceases to meet the Participation criteria, as set forth in these Terms of Reference.

14. Evaluation

The Secretariat, in consultation with the Steering Group, will evaluate the overall processes and outcomes of the ATACH on an annual basis or as may be decided by WHO, with the aim of assessing the effectiveness of the Alliance in attaining its goals and whether WHO should continue to host the Alliance.

15. Confidentiality

Depending on the agenda item being discussed, each Participant may be required to abide by confidentiality obligations and sign a standard confidentiality undertaking using the form provided by WHO for this purpose.

16. Amendments

These Terms of Reference may be amended from time to time by the Secretariat in consultation with the Steering Group.