

Expert Nomination Guideline for NEACAP Policy Analysis Report (draft)

1. Background

The North-East Asia Clean Air Partnership (NEACAP) was launched by member Governments in North-East Asia in 2018 under the North-East Asian Subregional Programme for Environmental Cooperation (NEASPEC).¹ The Subregional Office for East and North-East Asia of UNESCAP serves as the Secretariat of NEASPEC. Member Government adopted the “NEACAP Work Plan 2021-2025” as recommended by the Science and Policy Committee of NEACAP at the 24th Senior Officials Meeting of NEASPEC².

The NEACAP Work Plan 2021-2025 identifies “policy and technology cooperation (PTC)” as the priority in the activities that provide immediate benefits for member States. As a key activity of the PTC, the 3rd NEACAP SPC Meeting (SPC-3) in April 2021 agreed to undertake a policy analysis that focuses on NEACAP priority air pollutants such as PM10, PM2.5 and ozone taking into account the different and common conditions among the countries as reference for strengthening policy exchange and collaboration, and review the policy progress and challenges in each country. The policy analysis would include the review of country situation and existing research with regard to volatile organic compounds (VOCs), ammonia (NH₃), and others if available.³

SPC-3 also agreed that an expert team could be established to conduct the policy analysis as appropriate through the nomination in accordance with national procedures. The NEASPEC National Focal Points Meeting in May 2021 further agreed that the Secretariat will develop a guideline on the nomination of experts for the policy analysis for further consultation with SPC and member Governments.

Thus, Secretariat has prepared the expert nomination form and guideline as follows for consultation with SPC and member Governments.

2. Expert Nomination Guideline

Member Governments are requested to nominate minimum 1 and maximum 3 experts per country to conduct the following work on developing a “policy analysis report” (hereinafter also

¹ Terms of Reference of NEACAP, http://www.neaspec.org/sites/default/files//NEACAP%20TOR_adopted%20in%20the%20SOM-22_0.pdf

² NEACAP Work Plan 2021-2025, http://www.neaspec.org/sites/default/files//NEACAP%20Work%20Plan%202021-2025_0.pdf

³ NEACAP SPC-3 Meeting Report, http://www.neaspec.org/sites/default/files//NEACAP%20SPC-3%20report_2.pdf

as the “report”) on policy progress and challenges in managing NEACAP priority air pollutants, which will be prepared by 2022 and published by 2023 under NEACAP.

- **Scope of work:** In accordance with the conclusion of SPC-3⁴ and under the overall guidance to be given by the SPC and member Governments, the nominated national experts, serving as authors of the report, are expected to jointly develop the structure and scope of the policy analysis report, analyze national policy progress and challenges as inputs to the report, and prepare the report as reference for strengthening policy exchange and collaboration.
- The nominated experts are expected to join an inception meeting in 2021 to plan the policy analysis report and expert workshop(s) organized by NEACAP if deemed necessary.
- The experts or representatives of the expert team will be invited to policy dialogues to be held with policymakers in 2022 and 2023 to learn issues concerned with air pollution management and cooperation in governments, and refine and finalize the report with feedbacks from policymakers.
- The dates of the meetings will be decided in consultation with the nominated experts and other participants.

3. Modality

- The nominated experts (if multiple experts are nominated, one expert will be designated by the member Government as the lead expert) will be responsible for liaison with relevant research teams and experts for undertaking the analysis.
- The nominated experts will provide feedbacks on the draft outline (including the scope, methodology, process, etc.) of the report, analyze national policy progress and challenges in managing NEACAP priority air pollutants, provide national inputs of the report, and review the inputs from experts from other countries and draft report.
- The lead expert, in particular, will take the main responsibility for collecting, analyzing, and writing national inputs to the report, and coordinate the inputs from other experts.
- The lead experts could have a consultancy contract with UNESCAP (as Secretariat) for compensating their contributions if deemed necessary.
- An international expert will be hired by the Secretariat to facilitate the preparation of the report, such as: drafting the structure and scope of the report to be discussed jointly with the nominated experts, drafting detailed guidelines to support national experts to prepare respective inputs, compiling information received from national experts, and finalizing the report taking into account the comments received through policy dialogues.

4. Required profile of nominated experts

⁴ Report of NEACAP SPC-3, http://www.neaspec.org/sites/default/files//NEACAP%20SPC-3%20report_2.pdf

(Minimum competency requirements to effectively perform the duty)

- a) Proven expertise, such as PhD degree or more than ten years of experience, in air pollution management, environmental engineering, environmental science, or related fields, including tangible experience in research projects on NEACAP priority air pollutants
- b) Experience in international research projects on air pollution prevention and control policy and/or assessment
- c) Fluent in English (both speaking and writing)
- d) Preferably, published papers on air pollution control and policy analysis in internationally recognized journals

5. Information to be provided

- Summary of CV in English (including the list of publications)
- Indication of the field of expertise of the nominee

Annex: NOMINATION FORM FOR EXPERTS



NORTH-EAST ASIA CLEAN AIR PARTNERSHIP (NEACAP) Policy Analysis Report

NOMINATION FORM FOR EXPERTS

(Please type or print)

IMPORTANT: Please complete this form and return to ESCAP East and North-East Asia Office by e-mail to: Mr. Sung Eun Kim (kim54@un.org), and copy Ms. Minkyung Hong (hong6@un.org), preferably *not later than 31 May 2022*

1st Nominee (Lead expert)	1. Name:	
	2. Gender	
	3. Present position	
	4. Organization	
	5. Email	
	6. Tel (Office)	
	7. Mobile	
2nd Nominee	1. Name:	
	2. Gender	
	3. Present position	
	4. Organization	
	5. Email	
	6. Tel (Office)	
	7. Mobile	
3rd Nominee	1. Name:	
	2. Gender	
	3. Present position	
	4. Organization	
	5. Email	
	6. Tel (Office)	

	7. Mobile	
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Nominee's signature

Name (in block letters) of certifying
Government official

Position