

Global Platform for Sustainable Natural Rubber

Shared Responsibility Working Group Terms of Reference

I. BACKGROUND

Before the 2nd GPSNR General Assembly, the Executive Committee voted to create a Shared Responsibility Working Group to define principles of shared responsibility for the platform. These principles would serve to ensure that the burden of developing sustainable natural rubber production practices does not disproportionately fall on any single node of the value chain. A sub-group of members from the Executive Committee formed a Task Force to lay the foundational work that would enable the creation of a Shared Responsibility Working Group. The Shared Responsibility Working Group will use the guiding principles developed by the Shared Responsibility Task Force (annex will be provided at a later date) to design appropriate systems aimed at furthering the implementation of the principles within the platform.

These Terms of Reference outline the mandate, composition, and timeline of activities for the Shared Responsibility Working Group.

II. MANDATE FOR THE SHARED RESPONSIBILITY WORKING GROUP

- a. Drawing from the Guiding Principles for Shared Responsibility developed by the Shared Responsibility Task Force as well as the GPSNR Equity Definition and the studies launched by the Equity Working Group, the Shared Responsibility Working Group will develop an implementation framework for the platform with respect to Shared Responsibility. Specifically, the Working Group will be tasked to develop a framework for the design of the following elements for the platform:
 - 1) GPSNR's financial model;
 - 2) GPSNR's approach to achieving supply chain transparency¹; and
 - 3) Value transfer mechanisms between GPSNR members.

¹ The scope of work will not be to design a system for achieving transparency (under WG3) but to identify guidance to ensure that sharing of information is equitable in form and/or is done in lieu of an exchange of value, in a manner to be determined by the Shared Responsibility Working Group.

III. TIMELINE AND DELIVERABLES

Shared Responsibility Working Group (WG) is formed	March 2021
WG develops an Implementation Framework for Shared Responsibility (SR)	April 2021
First draft of SR Implementation Framework is presented to the EC for comment	May 2021
WG revises SR Implementation Framework	June 2021
WG conducts a member consultation on the SR Implementation Framework	June 2021
WG revises SR Implementation Framework	August 2021
Final implementation activities and Framework presented to the EC	August 2021

IV. WORKING GROUP OPERATIONS

- a. The Working Group shall nominate two chairs to lead the Working Group in its work (one representative from civil society and one from the industry).
- b. The Working Group shall meet once every two weeks and minutes shall be taken by a volunteer from the Working Group. Minutes should reflect clearly any decisions taken by the Working Group, and the reasons for doing so. Minutes should be uploaded to the GPSNR document repository to provide access to all GPSNR members.
- c. Nominated Representatives may name a proxy for their organization in case they cannot take part in meetings. It is the responsibility of the nominated Representatives to keep their organizations fully informed, and fully pre-briefed if they are to take part in a meeting.
- d. If members wish to leave the Working Group, they need to put this in writing to the Co-Chairs.
- e. Working Group members shall have regular consultations with their category members to ensure that category members' views are represented.

V. COMPOSITION OF THE SHARED RESPONSIBILITY WORKING GROUP

- a. A minimum of 1 representative of each GPSNR membership category, but no more than 15 members in the Working Group.
- b. Members may recommend, in writing to the working group, inviting technical/other experts/affiliate members to meetings. Subject to no objection from the group, experts are invited on a case-by-case scenario.

VI. EXPENSES AND REMUNERATION

- a. GPSNR is a non-profit organization with limited funding. Membership in the working group is on a voluntary and non-paid basis. Additional funding or reimbursement of personal expenses requests shall be submitted with justification to GPSNR's Secretariat for approval.

VII. AMENDMENT, MODIFICATION, AND VARIATION

- a. This Terms of Reference may be amended, varied or modified in writing after consultation and agreement with the Executive Committee.