

Science, Innovation, Impact and Partnership Committee Terms of Reference¹

A. Purpose

1. The Integrated Partnership Board (“IPB”) is supported in its work by committees, ad hoc working groups and task teams that it may establish pursuant to Article 9.14 of the Charter of the CGIAR System Organization (“Charter”).
2. The Science, Innovation, Impact and Partnership Committee (“Science”) is a committee of the IPB and assists and reports to the IPB in its responsibility for strategic guidance and oversight for the System Organization and the Integrated Partnership. Working with CGIAR management represented by the CGIAR Chief Scientist, the Committee may (i) provide advice and recommendations to the IPB on documents submitted to it by management and (ii) oversee and/or co-design with management documents to be presented to the Board.
3. The Committee supports the IPB in its delivery of functions detailed in the Charter in the following areas:
 - a. Strategic direction and the Science Portfolio (Articles 8.2 a, b, d, t);
 - b. Partnership strategy and engagement (Articles 8.2 m, n, o, p, q); and
 - c. Monitoring & evaluation (Articles 8.2 y, z, aa).
4. The System Organization, including the IPB and its committees, works in consultation with the System Council, and its committees, in accordance with the terms of the Charter and the Framework, and in good faith in the interests of the Integrated Partnership.

B. Interpretation and operational context

5. Capitalized terms not defined in these Terms of Reference shall have the meanings attributed to them in the Charter and the CGIAR System Framework (“Framework”), as updated from time to time.
6. For the purpose of these Terms of Reference:
 - a. **“CGIAR Integrated Partnership”** or **“Integrated Partnership”** means a federated group of Centers and the CGIAR System Organization, united by common values and principles, and committed to achieving, through integration and coordination, synergies that enhance the Centers’ individual and collective contributions to fulfilling the purpose of the CGIAR System.

¹ This amended Terms of Reference was approved by the Integrated Partnership Board with effect from 11 April 2025 (Decision Reference IPB/M004/DP4).

- b. “**System Organization**” means the international organization governed by the CGIAR System Charter, with its organs being the Integrated Partnership Board and System Management Office.

C. Responsibilities

- 7. The Committee shall undertake the following responsibilities as delegated to it by the IPB:

Strategic direction and the Science Portfolio

- a. Provide advice and recommendations towards the IPB’s review of and decision-making on strategies related to CGIAR’s science, innovations, impact, and partnerships — including matters related to science assets and intellectual property — as well as the CGIAR Portfolio;
- b. Provide advice and recommendations to the IPB on matters pertaining to CGIAR Centers’ science strategies, providing insights on where Center strategies are complementary, and their overall evolution to align with and contribute to CGIAR’s Strategy and Results Framework;
- c. Promote and enable an IPB culture that fosters foresight capacity, innovative and impactful business practices, breakthrough technologies and norms, and early adoption of new and innovative practices;

Partnership strategy and engagement

- d. Provide guidance and advice on the future partnership strategy and agenda, integrating foresight elements, to facilitate the implementation of the Research and Innovation Strategy and Performance and Results Management Framework, including in the areas of science quality, integrity, and research ethics;

Monitoring and evaluation

- e. Provide advice and recommendations towards the Board’s review of and decision-making on annual reports on the performance and results of CGIAR’s Portfolio;
- f. Recommend to the Board evaluation elements regarding the design and implementation of science and partnership activities;
- g. Recommend to the Board an optimal structure at the system level for the non-independent consultative, advisory and assessment functions to deliver the inter-connected science and partnership strategy across the CGIAR; and
- h. Liaise with relevant System Council independent advisory bodies, such as the Independent Science for Development Council (ISDC), Standing Panel on Impact Assessment (SPIA) and the CGIAR Independent Advisory and Evaluation Service (IAES), to seek their input into the strategy and its implementation.

- 8. The Committee may, on request or at its own initiative, provide advice to the IPB on any matter under its mandate.
- 9. Without prejudice to its formal reporting lines to the IPB, the Committee shall establish and maintain effective coordination and communications with any other standing committees as may be established, to facilitate delivery on the respective mandates of

the committees, thus ensuring open and transparent communications, and the appropriate escalation and de-escalation of matters as relevant to the differing bodies with oversight responsibilities within the Integrated Partnership.

D. Operational matters

10. **Appointment of members:**

- a. The IPB shall appoint members to the Committee from its own IPB membership. The process of nominations and selection of members of the Committee shall be coordinated by the Secretariat following the IPB Rules of Procedure.
- b. Members of the Committee will serve for the length of their IPB membership term or until otherwise decided by the IPB. The precise appointment term will be determined by the IPB considering the needs of and the desirability of achieving staggered rotation within its committees, ad hoc working groups and task teams.

11. **Chair of the committee:**

- a. The IPB shall appoint one of its members as Chair of the Committee. The process of nominations and selection of the Chair of the Committee shall be coordinated by the Secretariat following the IPB Rules of Procedure.
- b. The Chair of the Committee shall be appointed for a term of up to two years. The Chair may be re-appointed for additional terms of up to two years, not to exceed the length of their IPB membership term.
- c. If the Chair is not available for an agreed upon meeting/session, members of the Committee may appoint one of its members as temporary Chair for that meeting/session.

12. **Meeting attendance:**

- a. The Chair of the IPB shall be invited to all Committee meetings.
- b. The CGIAR Chief Scientist shall have a standing invitation to all Committee meetings.
- c. Other IPB members, staff, guests or subject matter experts may be invited to participate in the Committee meetings or sessions as relevant, at the invitation of the Chair.

13. **Access to expertise, including consultants:** The Committee, in fulfilling its duties under these Terms of Reference may draw on CGIAR staff expertise, and may upon approval of the IPB, work through the IPB Secretariat to engage external resources for work required to fulfill its mandate.

14. **Secretariat:** A representative of the System Organization shall serve as Secretary to the Committee, support the Chair of the Committee in preparation of and reporting from the meetings, and coordinate with the IPB Secretariat to maintain all records of the body.

15. **Quorum:** A simple majority of members shall constitute a quorum for the transaction of business provided such majority includes the Chair of the Committee or their designate.
16. **Workplan and agendas:** The Committee and its Secretariat shall maintain an annual workplan, and a draft agenda will be developed for each meeting and distributed to Committee members ten days before the meeting.
17. **Meeting frequency and modalities:** The Committee shall meet virtually twice a year, typically one week in advance of a Board meeting. In exceptional circumstances dictated by urgent issues, the Committee may meet virtually on an ad hoc basis.
18. **Meeting documents:**
 - a. Documents for each meeting shall, to the extent practicable, be provided to the IPB Secretariat for posting to Diligent Boards seven days prior to each meeting to permit meaningful review in advance of the meeting.
 - b. Access to Committee meeting books on Diligent Boards shall be available to all IPB members except for any confidential documents.
19. **Decision-making on matters for recommendation to the IPB:** The Chair of the Committee shall aim for consensus on all decisions. If consensus cannot be reached on a recommendation being formally put to the IPB, both the majority and minority positions shall be reported to the IPB.
20. **Reporting:** The Secretariat of the Committee shall ensure a summary is made available to the IPB after each regular meeting of the Committee.
21. **Meeting summary:** The Secretariat of the Committee shall ensure meeting summaries are prepared following the guidelines in the IPB Rules of Procedure.
22. **Delegation of Authority:** The Committee shall have the power to delegate on an exceptional basis its authority and duties to the Chair of the Committee or individual members as it deems appropriate.
23. **Declarations of interests:** All Committee members must act in accordance with CGIAR’s Code of Conduct for Governance Officials², and self-identify and declare actual, potential or perceived conflicts of interest as and when they become aware of them, including through annual declarations, on the receipt of agendas for each meeting and/or during meetings as new information becomes available.
24. **Honorarium:** As per the IPB honorarium policy, IPB members shall not receive an additional honorarium for service on the Committee.
25. **Travel expenses:** Travel and out of pocket expenses related to in-person meetings shall be reimbursed according to the travel and expenses policy applicable to the IPB.

² <https://storage.googleapis.com/cgiarorg/2020/11/CGIAR-Code-of-Conduct-Gov-Officials-Approved-03.11.20.pdf>

26. **Performance:** The IPB shall evaluate the performance of its Committees on an annual basis having regard to the principles and responsibilities set out in these Terms of Reference following guidelines in the IPB Rules of Procedure and supported by the IPB Secretariat.
27. **Terms of Reference:** The Committee Terms of Reference are developed and approved by the IPB. The Committee shall review these Terms of Reference at least every three years and recommend any proposed changes for approval to the IPB.
28. **Dissolution:** The IPB may decide to dissolve the Committee at any time.

Annex A: Extract of relevant articles from Charter of the CGIAR System Organization

Strategic direction and the Science Portfolio

- Article 8.2 a) **identify** key areas of focus, and **oversee** the development by the System Organization, of the CGIAR Strategy and Results Framework, in a participatory process that reflects inputs from CGIAR stakeholders, and **approve** the CGIAR Strategy and Results Framework following concurrence of the System Council
- Article 8.2 b) regularly **review** CGIAR's strategic priorities, including partnership priorities, and approve them following concurrence of the System Council
- Article 8.2 d) support and **guide** the CGIAR System's contribution to the United Nations Sustainable Development Goals and other relevant global initiatives
- Article 8.2 t) **concur** with the program proposals and indicative funding for the CGIAR Portfolio and **submit** them to the System Council for approval, and **oversee** the implementation of the CGIAR Portfolio

Partnership engagement

- Article 8.2 m) consider deliberations of the Partnership Forum for enhancing the overall effectiveness and efficiency of the CGIAR System and **approve** the partnership strategy and engagement framework following concurrence of the System Council
- Article 8.2 n) strategically **promote** the mission, reputation and activities of the CGIAR System
- Article 8.2 o) **promote** collaboration and coordination among the Centers and research programs, fostering partnerships and synergies to maximize the impact of scientific research for development on global challenges
- Article 8.2 p) **promote** the active engagement of, and collaboration with, CGIAR System Partners in the delivery of each CGIAR Strategy and Results Framework
- Article 8.2 q) **ensure and encourage** inclusivity and engagement with a wide range of CGIAR System Partners and other stakeholders, including host country governments and funders, to ensure that CGIAR Research reflects the needs and perspectives of stakeholders in the food, land and water systems sectors

Monitoring and evaluation

- Article 8.2 y) **oversee** the monitoring and evaluation of CGIAR Research to assess its effectiveness and impact, in order to ensure that CGIAR Research contributes to meeting the goals and targets of the CGIAR Strategy and Results Framework
- Article 8.2 z) provide **input** on a cost-effective, multi-year evaluation plan proposed by CGIAR's Independent Advisory and Evaluation Service covering evaluations of the CGIAR Portfolio
- Article 8.2 aa) provide **input** on plans and financing of ex-post impact assessment of the CGIAR Portfolio proposed by SPIA