

ANNEX I

BIOCORREDOR AMAZÓNICO TECHNICAL COMMITTEE GUIDELINES

BIOCORREDOR AMAZÓNICO FUND

1. BACKGROUND

As established in the BCA Fund Bylaws, the Board of Directors shall establish procedures for the Board Committee and delegate to it such roles as may be necessary or desirable for the efficient management of the Corporation's property, affairs, business, and activities.

Accordingly, the BCA Technical Committee, without prejudice to the responsibilities described in the Fund Bylaws (section 5.3),¹ has the primary role of providing specialized technical advice; developing strategies, procedures, and project and initiative selection criteria for grants awarded by the BCA Fund; and overseeing their implementation under the Programa Biocorredor Amazónico, ensuring at all times that funded interventions are aligned with the strategic objectives and the conservation commitments undertaken by the Republic of Ecuador in the context of the debt conversion. Likewise, the BCA Technical Committee shall comply with the guidelines set out in the Grant Award Procedures Manual.

2. OBJECTIVE

The objective of this document is to provide a comprehensive framework to guide the procedures and guidelines required by the Biocorredor Amazónico Technical Committee (hereinafter, the "BCA Technical Committee") to ensure transparency, efficiency, and effectiveness in the management and evaluation of project proposals to be funded.

The BCA Technical Committee will provide evidence-based recommendations to the Board of Directors of the BCA Fund, which is the body responsible for the final approval of the projects to be funded.

3. MEMBERS OF THE BCA TECHNICAL COMMITTEE

In accordance with the Bylaws of the BCA Fund and its operational documents, members of the BCA Technical Committee shall have demonstrated experience in conservation, environmental management, sustainable development, climate change, project financial management, or related fields.

Additionally, with the approval of the Board of Directors, technical experts may be invited to provide assistance and participate, with voice but without vote and shall comply with



¹Section 5.3 of the BCA Fund Bylaws: "Biocorredor Amazónico Technical Committee". Additionally, note the provisions set out in section 2.5.1 of the BCA Fund Operations Manual.

the policies of the BCA Fund²; in order to address specific issues within the proposals, provided that there is no conflict of interest with the proposals to be evaluated.

The Technical Committee of the BCA Fund is composed of the following members, with the speaking and voting rights:

- I) A Government Affiliate Director, designated by the Ministry of the Government of the Republic of Ecuador responsible for the environment, who shall serve as Chair of the Committee and as a member.
- II) A Government Affiliate Representative appointed by the Government Affiliate Directors, who may or may not be a Board Director, to serve as a member of the Committee.
- III) A Representative appointed by the Director appointed by The Nature Conservancy, who will serve as a member of the Committee and, in the absence of the Fund's Executive Director, as Ad Hoc Secretary.
- IV) A Non-Governmental Affiliated Director representing indigenous peoples, nationalities, or local communities from the Ecuadorian Amazon region, who shall serve as a member of the Committee.
- V) A Non-governmental Affiliate Representative appointed by the Board, who may or may not be a Board Director, shall serve as a member of the Committee.

The Executive Director of the BCA Fund, or their delegate, shall serve as Secretary of the BCA Technical Committee, with the right to speak but without the right to vote.

3.1 Duties of the Members of the BCA Technical Committee

The members of the BCA Technical Committee shall serve for the same term as the members of the Board of Directors, as established in the Fund's Bylaws, except for the fifth member, *"Non-Governmental Affiliate Representative designated by the Board, who may or may not be a Board Director, and who shall serve as a member of the Committee,"* who shall serve for a term of one year; said term may be renewed for up to two additional terms.

In the event that any member of the BCA Technical Committee has a conflict of interest when assessing one or more proposed projects, the member shall immediately notify the President of the Board of Directors of the BCA Fund in writing, in order to initiate the relevant procedure, and shall refrain from participating in the evaluation, analysis, or decision-making process related to the proposal, in accordance with the provisions of the BCA Fund Conflict of Interest Policy.



²Please refer to Annex 7 of the BCA Fund Operational Manual.

In addition, the following will be taken into account:

- a) The Board of Directors may review and update the composition of the BCA Technical Committee as required by the strategic priorities of the BCA Fund or the thematic needs of the conservation commitments under the Biocorredor Amazónico Program.

The members of the BCA Technical Committee shall perform their duties on an *ad honorem* basis and shall therefore receive no remuneration for their participation. However, the Fund shall cover any expenses incurred directly in the discharge of their functions as members of the Committee.

4. BCA TECHNICAL COMMITTEE ROLES

a) President:

- i. Chairs the BCA Technical Committee and leads the activities and meetings convened to ensure an orderly and productive discussion.
- ii. Prepare and present the project selection criteria to the BCA Technical Committee for review.
- iii. Submits reports and recommendations to the Board of Directors for decision-making.

b) Members

- i. Review the selection criteria proposed by the President of the BCA Technical Committee and agree on the final criteria for each call for proposals.
- ii. Comprehensively review the proposals for projects to be funded, provide scoring recommendations in accordance with the defined criteria, and provide an assessment of the feasibility and impact of these proposals.
- iii. Provide specialized expertise in areas relevant to the projects evaluated.
- iv. Review the consolidated reports on the calls for proposals and project implementation and recommend adjustments to subsequent calls for proposals and to the BCA Fund grantmaking procedures.

c) Secretary

- i. Coordinate the logistics required for the BCA Technical Committee's functioning.
- ii. Draft and file the minutes of the BCA Technical Committee meetings.
- iii. Manage correspondence between project proponents, the Executive Management, and the BCA Technical Committee.



- iv. Maintain documented records of the results obtained from evaluations conducted by members of the BCA Technical Committee, as well as all other relevant documentation.
- v. Prepare the final recommendations for the Chair of the BCA Technical Committee to submit to the Board of Directors.

5. DUTIES AND RESPONSIBILITIES OF THE BCA TECHNICAL COMMITTEE

- a) Guide the planning of BCA Fund calls for proposals based on the agreed commitments, ensuring alignment with the BCA Program objectives.
- b) Review and/or propose improvements to grant award criteria, taking into account technical, financial, legal, and other aspects, and submit them to the Board of Directors for approval.
- c) Approve templates for, among others: calls for proposals, funding applications, proposal evaluation, work plans, and reporting.
- d) Approve procedures for the disbursement of funds, ensuring transparency and efficiency in resource allocation.
- e) Ensure that grantmaking procedures and policies are clearly defined and aligned with the objectives of the BCA Fund.
- f) Assess the implementation status of projects financed through the BCA Fund through annual executive reports submitted to the Board of Directors by the BCA Fund Executive Management.
- g) Technically assess the feasibility, relevance, impact, risks, sustainability, and budget coherence of the proposals.
- h) Issue written recommendations to the Board of Directors, including observations, suggestions for improvement, and reasons for not recommending; these shall be duly justified based on the evaluation criteria for each call for proposals.
- i) Record and document the results of project evaluations in the minutes.
- j) Verify and declare that each member of the Technical Committee has no conflicts of interest before initiating the evaluation process, and manage recusals, as applicable.

Members shall maintain the confidentiality of all information reviewed during the evaluation process, including information related to applicants and internal deliberations. They shall not disclose, reproduce, or use such information for purposes unrelated to the evaluation process.

Additionally, the BCA Technical Committee must review and oversee compliance with the submitted reports.



6. BCA TECHNICAL COMMITTEE MEETINGS

The BCA Technical Committee will meet on a semiannual basis in regular session to review and assess grant progress and may also convene extraordinary meetings when:

- a) There may be a need to review urgent projects or documents outside the regular schedule.
- b) The Executive Management or the Board of Directors expressly requests it.
- c) Technical opinions shall be issued on relevant adjustments or modifications to projects to be financed or under implementation.

Ordinary or extraordinary meetings may be held in person or virtually, as determined by the circumstances and the availability of the members. For each ordinary or extraordinary meeting, Official Minutes shall be prepared, to be signed by the participating members and kept on file by the secretary of the BCA Technical Committee.

The President of the BCA Technical Committee shall be responsible for convening these meetings and preparing an agenda, which shall be distributed to the members of the BCA Technical Committee no later than three (3) business days in advance.

For a meeting of the BCA Technical Committee to be valid, the presence of at least 50% of members with voting rights and a non-government majority will be required, as established in the relevant section of the Bylaws of the BCA Fund. In the absence of the President, another member of the BCA Technical Committee may temporarily assume the role of President. Decisions will be taken by a simple majority of members present and voting and, if necessary, the Government Director responsible for the environment will have the casting vote.

The Secretary of the BCA Technical Committee shall be responsible for recording the minutes of each meeting, documenting decisions, assessments, and recommendations, and ensuring that these minutes are available for review by the Board of Directors and for future audits.

The BCA Technical Committee shall bear in mind that the BCA Fund will issue at least one call for the submission of grant proposals each year, in accordance with the provisions set out in the Grant Award Procedures Manual.



I, Heather Hayes, with national ID number 1719847715, hereby certify that the attached is a complete and accurate English translation of the original Spanish language version of the attached document: *Anexo 1-Directrices-del-Comité-Técnico*, and that I am competent in both the English and Spanish languages to render such translation.

Signature of Translator

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Date

**The translator is a U.S. citizen, certified translator, and member No. 66 of ATIEC (The Ecuadorian Association of Translators and Interpreters), as well as an accredited court translator for Ecuador with accreditation number 18-00207-00006*

