

Annex 1

TERMS OF REFERENCE EXECUTIVE COMMITTEE

As the membership of the CCM is very broad and consists of high-level representatives of different organizations, The ACCM will appoint a Standing Executive Committee (EC) that will manage the functioning of the CCM on a day to day basis. In addition, the EC will be responsible for interpreting the provisions of the Constitution, monitoring its implementation and reporting to the Chair, Vice Chairs and general membership on any matters that require attention. Specifically, the Executive Committee shall:

- Provide interpretation on the provisions of the Constitution for the benefit of the Chair, Vice Chairs and general membership of the CCM.
- Monitor implementation of the policies, principles, standards and procedures enshrined in the Constitution.
- Conduct on-going review of the composition of ACCM membership and sectoral representation and report to the Chair, Vice Chairs and general membership on matters requiring attention.
- Monitor the implementation of the Conflict of Interest Policy and report to the Chair, Vice Chairs and general membership on matters requiring attention.
- Conduct annual review and revision as necessary of the Constitution and Conflict of Interest Policy and report findings to the Chair, Vice Chairs and membership of the ACCM.

The CCM Executive Committee shall be composed of current ACCM members, drawn from ACCM constituencies as outlined in the table below. Each ACCM constituency shall be allowed to nominate a current Alternate, who will attend the ACCM Executive Committee meeting should the member be unavailable, and may vote in the absence of the member.

ACCM Executive Committee Constituents

| Representing | Number |
|------------------|--------|
| Government | 2 |
| National | 2 |
| Non-Governmental | 2 |
| International | 1 |
| TOTAL | 7 |

ACCM Executive Committee Members and their Alternates are elected/selected by their constituencies using a documented and transparent process. The appointment of Members and Alternates to the ACCM Executive Committee must be approved by the ACCM, and any changes to the membership also have to be approved by the ACCM. The membership of the ACCM Executive Committee will be reviewed annually and the ACCM will be asked to approve the members for the coming calendar year

Only approved Members or their Alternates and any special invitees approved by the ACCM Executive Committee Chairman may attend CCM Executive Committee meetings.

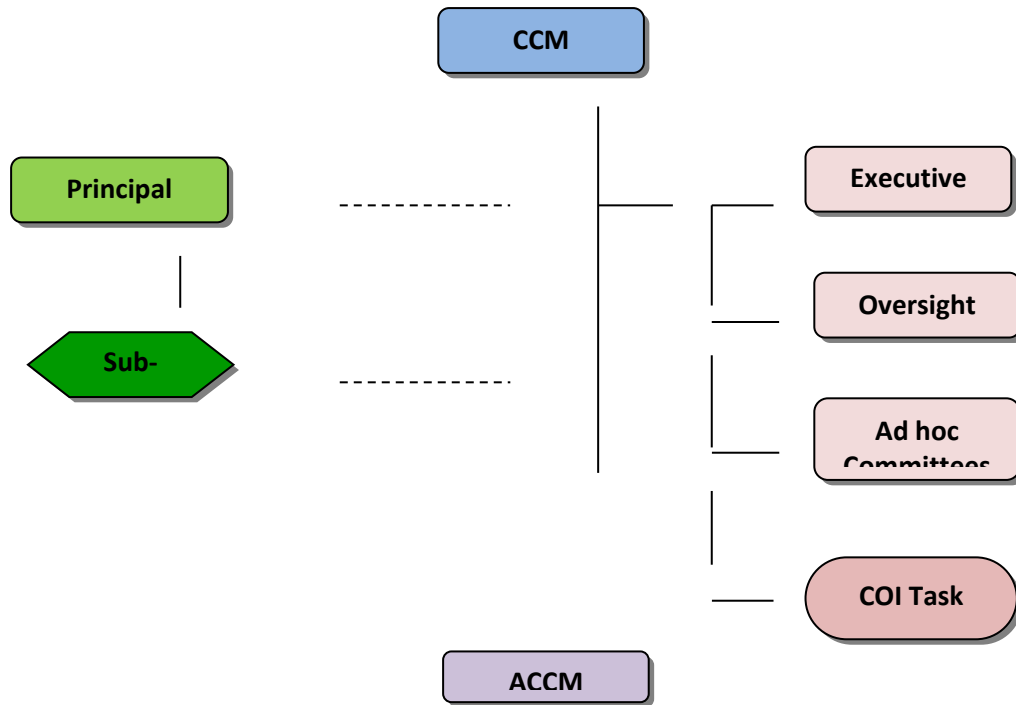
The Executive Committee shall elect a Chair and a Vice Chair, one of which must be a woman. If the Chair of the Executive Committee is male, the Chair of the Oversight Committee must be female. The Chair of the ACCM shall not chair the Executive Committee.

With the support of the Secretariat, the Executive Committee will be responsible for the day to day functioning of the ACCM, but will have limited decision-making power in its own right. In particular, the Executive Committee shall be responsible for:

- I. Emergency decision-making between regularly scheduled meetings of the ACCM when it is not practical or possible to organize a full meeting of the ACCM. When urgent attention to issues is required, and it is impossible or impractical to convene a full ACCM meeting, the Executive Committee shall be empowered to make and implement decisions. These decisions must be duly documented and submitted to the full ACCM at the earliest possible opportunity for ratification, modification, or cancellation.
- II. Completion of tasks assigned to it at a full meeting of the ACCM
- III. Recruitment of Secretariat staff to the ACCM.
- IV. Oversight of the Secretariat and of the ACCM budget.
- V. Oversight of all Permanent and Ad Hoc Committees
- VI. Formation and oversight of Task Teams consisting of ACCM Members and/or Technical Experts to address specific issues on an ad hoc basis.
- VII. Receipt of reports from other ACCM Committees and Task Teams, analysis of these reports and communication with the ACCM on key issues arising.
- VIII. Membership renewal and Members' compliance with GF requirements.

Annex 2

ORGANIZATIONAL STRUCTURE AFGHANISTAN COUNTRY COORDINATING MECHANISM



*The ACCM Secretariat reports directly to the Chair of the Executive Committee