

## The Just Coal Transition Forum Regional

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### Concept Note



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# Background

## I. Southeast Asia Energy Transition Partnership

1. The Southeast Asia Energy Transition Partnership (ETP) brings together governments and philanthropies to work with partner countries in the region. We support the transition towards modern energy systems that can simultaneously ensure economic growth, energy security, and environmental sustainability. Enabling the transition toward greener energy systems will greatly contribute to the achievement of the UN's Sustainable Development Goals (SDGs) and the Paris Climate Agreement objectives.
2. ETP is a collaborative, multi-stakeholder partnership that focuses on generating coordination outcomes among its Aligned Programs and with the broader development community of actors involved in energy transition in the Region. ETP works in Southeast Asia, with a focus on three priority countries, namely Indonesia, the Philippines, and Vietnam.
3. UNOPS has been selected as the Fund Manager of ETP. As a program of UNOPS, ETP's legal framework is that of UNOPS. All Agreements, contracts, and other legal and financial documents signed for ETP are signed with and by UNOPS. ETP is therefore compliant with all of UNOPS's financial rules and regulations, policies, and other processes within the UNOPS legal and financial framework. As a UN entity, UNOPS (and thus, ETP) benefits from any Privileges and Immunities applicable to the UN system.
4. ETP's strategy is built around four inter-related pillars of strategic engagement that are squarely aligned to address the barriers to energy transition. These are
  - i. policy alignment with climate commitments,
  - ii. de-risking energy efficiency and renewable energy investments,
  - iii. extending smart grids, and
  - iv. expanding knowledge and awareness building.
5. In selecting interventions, ETP is also focused on their potential impact and results. These harness opportunities to impact ETP's results-based monitoring framework and the two outcome goals of enabling the Southeast Asian Countries to attain the Sustainable Development and Paris Climate Goals. In the context of its Results-based Monitoring Framework, ETP is focused on expanding renewable energy in the energy mix in its priority countries and the reduction of greenhouse gasses (GHGs) from the energy system, and thereby moving the sector to a net zero carbon energy system and low carbon economies.

## II. Energy Transition in the Region

6. **Southeast Asia's impressive economic growth has created enormous opportunities and challenges.** People in the region have benefitted from raised

income and substantial poverty reduction, but they have also been exposed to increasingly higher levels of air pollution and hazardous emissions mainly due to the use of fossil fuels. In fact, the remarkable GDP growth in the last couple of decades has been largely fueled by fossil energy sources, leading Southeast Asian countries to lead the global growth rate for CO<sub>2</sub> emissions per capita.

7. **Energy demand is forecast to grow by an average of 5% per year until 2035 across the region**, which provides an opportunity to transition the economy to clean energy resources. The alternative is business as usual (BAU), fossil fuel-based power generation, which will undeniably lead to higher levels of carbon emissions, a consequent worsening of the climate emergency, health, well-being, and productivity of people in the region.
8. **The next few years will be a critical window for reducing carbon emissions and delivering on the Paris Agreement.** The latest Intergovernmental Panel on Climate Change (IPCC) report emphasizes that the GHG emissions need to be reduced by half by 2030 if global warming is to be limited to safe levels by 2050 and Southeast Asia is critical to the success of the international community to achieve this objective.
9. **An energy transition driven by renewable energy (RE), energy efficiency (EE) and sustainable infrastructures** would allow countries in the Southeast Asian region sustain their economic growth, while ensuring environmental sustainability and energy security. Renewable energy sources have become very competitive and together with energy efficiency, they provide new opportunities for investment, growth and jobs while leading to environmental sustainability and safer climate. However, the transition produces major economic and social disruption in regions that economically depend on coal production. Preparing early for a Just Transition that leaves no one behind can be the key to transformative actions and impact.
10. **The Southeast Asia Energy Transition Partnership (ETP)** brings together government donors, philanthropies, and partner governments to accelerate energy transition in Southeast Asia, deliver the Paris agreement targets on climate change and support partner countries to achieve their national sustainable development goals (SDGs). There is a tremendous opportunity in meeting Southeast Asia's growing demand for energy with renewable energy and to forge a rapid energy transition and to abate damage to the human and natural capital of the region and to the world through greenhouse gas (GHG) emissions and the consequences of climate warming.

### III. The Just Coal Transition Forum

11. **The United Nations Secretary General (SG), Antonio Gutierrez, has launched a global roadmap for energy transition,<sup>1</sup>** which sets out milestones to achieve a radical transformation of energy access and transition by 2030, while also contributing to net zero emissions by 2050. The roadmap sets a timeline to ensure that 500 million more people gain access to electricity in 4 years, by 2025. Also, by 2025, the roadmap calls for: (a) fossil fuel consumption subsidies to be re-directed towards renewable energy and energy efficiency; (b) a 100% increase in modern renewables (RE) capacity globally; (c) a doubling of annual investment in renewables and energy efficiency globally; (d) and 30 million green jobs to be created in renewable energy and energy efficiency. These will help ensure an inclusive, green recovery by investing in poverty reduction, health, education, and social protection.
12. **SG's roadmap calls for no new coal power plants to be in plans after 2021,** and a tripling of the annual investment for renewable energy and energy efficiency globally as well as global renewable power capacity and phasing out coal power plants altogether by 2030 for OECD countries and globally by 2040.
13. **Phasing out coal from the electricity sector is the single most important step in limiting global warming to 1.5°C, as targeted by the Paris Agreement.** The latest science from the IPCC proposes: (a) global coal emissions should peak in 2020; (b) global coal use in electricity generation must fall by 80% below 2010 levels and OECD nations should end coal use entirely by 2030; and (c) all coal-fired power stations in developing countries must be closed by 2040. Additionally, the Energy Transition Council (ETC) reports that, while renewable energy comprises over 70% of global power capacity additions in 2019, the pace of the global transition to clean power investments needs to quadruple over the next decade to meet UNFCCC Paris Agreement commitments.<sup>2</sup>
14. **To date, global coal consumption remains high<sup>3</sup> driven by a rapid growth in demand including in Southeast Asia.** Combined with a longstanding dominance of coal production and consumption concentrated in China and India accounts for 62% of total global demand alone. On the other hand, under business as usual scenarios, consumption of coal is forecast to grow in the Philippines, Indonesia and Vietnam.<sup>4</sup>

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<sup>1</sup> <https://www.un.org/en/page/global-roadmap>

<sup>2</sup> The Paris Agreement is a legally binding international treaty on climate change. It was adopted by 196 Parties at COP 21 in Paris, on 12 December 2015 and entered into force on 4 November 2016. Its goal is to limit global warming to well below 2, preferably to 1.5 degrees Celsius, compared to pre-industrial levels. See: The Paris Agreement | UNFCCC.

<sup>3</sup> In 2019, coal maintained its position as the largest source of electricity in the world with a 38% share and more than 40% of energy-related CO<sub>2</sub> emissions, driven by Asian coal consumption.

<sup>4</sup> Over the next decade, IEA projections indicate continued growth in coal consumption in Indonesia, Vietnam and the Philippines, with cumulative increases between 47-58%. While China's consumption is expected to remain relatively constant at its' 2019 level; Viet Nam plans to move from 20GW to 60 GW by 2030 and Indonesia had plans to add about 35 GW of installed new coal capacity. India may be at a tipping point that could lead to a prolonged decline in coal production and consumption.

15. **Most of the Southeast Asian economies and energy systems are heavily relying on coal-fired power production.** All three, Indonesia, the Philippines and Viet Nam, have signed onto the Glasgow Pact.<sup>5</sup> In pursuit of moving towards low carbon futures, the economies in the region have published climate and energy goals.
- a. **Indonesia** sets out Nationally Determined Contribution (NDC) target of 29% reduction of Greenhouse Gas (GHG) by 2030 (and 41% with international support) and the renewable energy (RE) target of 23% in the Total Primary Energy Supply (TPES) by 2025, identified in the National Energy Plan 2017. Indonesia is also planning to increase the installed coal power generation capacity by 13.8 GW in 2027 or 34% of total additional installed capacity, according to the RUPTL 2021-2030.
  - b. **The Philippines** has committed to achieve the NDC GHG reduction target of 2.71% by 2030 (and 72.29% with international support), and the Philippine's Energy Plan (PEP 2018-2040) indicates a RE target of 35% in the total capacity mix for power generation by 2030. However, the PEP still expects 10.4 GW of additional coal capacity over the next decade which could more than double the current capacity to a total of 17.8GW.
  - c. **Viet Nam's** commitment to a low carbon future includes the NDC GHG reduction target of 9% (and 27% through international support), and the RE target of 49.6% (including 19.8% from hydropower) in the total power generation mix by 2030 (as highlighted in the Draft Power Development Plan 8 (PDP). On the other hand, the current public draft of PDP 8 (issued in May 2022) shows that the total coal-fired power will reach 37.467 MW by 2030, making up 25.7% of the total power mix.
16. **To execute energy transition in Southeast Asia, decommissioning existing coal-fired power production facilities and their replacement with renewable energy potential is an essential component of a comprehensive energy transition program.** Not all countries have the same starting point on the path to net-zero energy systems in Southeast Asia and therefore a coal phase down program requires not only a broad-based, but also a specific understanding of the implications on stakeholders to ensure that the coal phase down accounts for just and fair transition and that support is programmed in a fashion that addresses the specific issues and implications falling onto those standing to lose from the process.
17. **A forum mechanism is needed to improve coordination among the many programs that will support the communities standing to be affected by**

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<sup>5</sup> <https://ukcop26.org/global-coal-to-clean-power-transition-statement/>. Indonesia and the Philippines signed onto clauses 1,2,and 4, with the clause 3 being: To cease issuance of new permits for new unabated coal-fired power generation projects (New' coal-fired power generation projects are defined as coal-fired power generation projects that have not yet reached financial close), cease new construction of unabated coal-fired power generation projects and to end new direct government support for unabated international coal-fired power generation, recognising the leadership of countries making ambitious commitments, including through the No New Coal Power Compact.



**energy transition in the region**, particularly those that are negatively affected by coal phase down and early retirement of coal-fired power generation.

## **IV. Objectives of the Forum**

18. **Capitalizing on global experience with coal phase-out programs, establishment of the *Just Coal Transition Forum (the Forum)* will support energy transition in the coal regions in Southeast Asia.**<sup>6</sup> Ensuring adherence to the global guidelines and principles on Just Transition,<sup>7</sup> the *Forum* will deliver coordination services, facilitate strategies and transition projects, and coordinate technical assistance to design bespoke policies and build institutional governance and implementation capacities in Southeast Asia. It will:
- a. **create and coordinate knowledge**, generate, collate, and disseminate good practices and facilitate learning to strengthen understanding and ability to respond to core transition issues among the stakeholders and between the stakeholder communities and the development agencies and regional partnerships, offering support and investment financing,
  - b. **support policy analysis** and market intelligence to underpin transition strategies and projects,
  - c. **build institutional implementation capacity** and governance for strategies and projects, facilitate dialogue among workers, employers and governments and other stakeholders,
  - d. **facilitate access to finance** for investors into the energy transition and green growth,
  - e. **create a line-of-sight between development agencies**, financiers, and regional partnerships – **and coal regions**, facilitating the flow of investments and financial solutions and **facilitate support to the coal regions**, through project preparation and/or implementation; and
  - f. **provide a forum** for the many economic, social, and environmental support programs and projects required to be implemented locally across a diverse array of coal regions in Southeast Asia as well as enable the stakeholders' dialogue with other Asian subregions such as South and East Asia.
19. It is recognized that large coal producing and consuming countries will have a need for national level forums to provide tailored information regarding changing policies, programs and incentives unique to that jurisdiction. In these countries where there are more mines and thermal power units, and correspondingly more stakeholder

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<sup>6</sup> Supplementary funding is being considered for bringing in South Asian and potentially East Asian observers to benefit from the *Global Forum*.

<sup>7</sup> The Forum will respect the stricter of the globally acceptable principles guiding just transition. These include the ILO's guidelines on just transition; the Multilateral Development Banks' principles prepared to guide transition programs on request of the COP26; and in the lead-up to COP26, the Energy Transition Council (ETC) prepared a set of "guiding principles" for a Just Transition; drawing largely on ILO standards and principles.

communities needing assistance and support in their transition processes, a national forum will convene the very large number of stakeholders across workers, enterprises, communities, government(s) at all levels, civil society, investors and development organizations.

20. From the outset, **India, Indonesia, and Mongolia** are three candidates for national level Forums that could be (a) supported through government and development agency programs, and (b) form representation to participate in *the Forum*. While the current project does not provide funding for national Forums, *the Just Coal Transition Forum* can play a role as an umbrella to the national forums that would be fostered over the coming years.

## V. Outputs of the Forum

21. ***The Forum* brings together Principals to implement an initiative for decarbonization of Southeast Asian countries:** ETP, the World Bank (through its Extractives Global Programmatic Support (EGPS), the Powering Past Coal Alliance (PPCA), and the European Union's (EU) Directorates for Energy and Climate. While these partners and others will develop interventions for coal phase-out in the Region based on their respective areas of interest and expertise, *the Forum* is aimed at achieving several jointly implemented objectives, including:
  - a. **Component 1: Create an open forum** allowing for a region-wide, multi-stakeholder dialogue and providing a space for sharing experience, knowledge, and best practices on transition related issues between coal regions Southeast Asia.
  - b. **Component 2: Build peer dialogue forums** as a way of fostering exchange and transfers of knowledge, experience, and best practices on transition-related issues.
  - c. **Component 3: Build capacity through a learning academy** of relevant stakeholders on transition-related issues, providing dedicated training on governance, community engagement, environmental reclamation, repurposing of land and assets, etc. fostering social dialogue among the stakeholders impacted by the transition, including workers, employers, informal sector, communities and civil society and the governments.
  - d. **Component 4: Identify and design technical assistance to develop just transition roadmaps through effective mechanisms** to be implemented by relevant public authorities.
  - e. **Component 5: Design, procure and administer a twinning program** fostering the exchange of knowledge, experience and good practices between different coal regions locally, regionally and globally.
  - f. **Component 6: Coordinate access to financing for transition projects or programs**, based on various available sources from the community of development partners and external funders.



- g. **Component 7: Formulation of a sustainability plan for the Forum**, based on which its long-term future will be identified, including its hosting arrangement, funding, articles of association, membership, representations, activities and operational capacities.
22. **The Forum will harness benefits from ETP's multi-stakeholder membership.** It will engage additional partnerships with multilateral and bilateral agencies, global and regional actors, and philanthropic investors in the energy transition through the *Forum's* inclusive governance arrangements embedded in ETP's governing structure, particularly its Steering Committee.
23. **The Forum brings stakeholder communities and their leaders together.** It fosters and enables collaboration among subregions within Southeast Asia, South Asia, East Asia, and coal regions across the world, with a focus on the people most affected by the transition. This includes regions with ongoing coal-fired power generation and coal mines, and people and communities risk losing their livelihoods due to energy transition. The Forum aims to bring these stakeholders together with the development partners to conduct dialogue on transition issues and to advance solutions to these issues. *The Forum*, through its stakeholder engagement activities, enables voice for the affected stakeholder communities to identify their needs and design the related support programs, thus enabling a just energy transition in the region transition under systematic, consultative and inclusive engagement among the relevant parties.
24. **The Forum is conceived as a coordinating and convening mechanism** that brings together the Principal Sponsors (the principals) of the initiative, namely ETP and the World Bank, the Powering Past Coal Alliance as well as bilateral and philanthropic partners. *The Forum* does not supplant the need for a global development community to work directly with their local counterparts but supports coordination of these parties in coming together to work in concert with respect to these communities. In the context of the objectives of *the Forum*, ETP will engage with international partners involved in supporting just transition programs to participate in the activities of the Forum and fund the ensuing activities.

## VI. Lessons Learned

25. **The Forum recognizes that the many experiences and case studies available to date come largely from OECD countries**, where decades long macro-structural reforms have enabled the drivers to begin a coal phaseout. In light of these lessons, *the Forum* will provide exceptional and reinforcing assistance to policy analytics to better understand the drivers of, and barriers to, just energy transition and the ways in which issues of social and gender inclusion and distributional impacts can be properly addressed in support provided.<sup>8</sup> *The Forum* will support coordinated multi-sectoral approaches for coal transition, based on improved understanding of environmental, social, health, cultural, gender, and economic issues.

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<sup>8</sup> See Just Transition in India: An Inquiry into the Challenges and Opportunities for a Post-Coal Future; iForest International Forum for Environment, Sustainability & Technology (2021).

26. **The experience of other parts of the world (e.g. Europe, South Africa, United Kingdom, and the United States) shows that the coal phaseout processes are possible and can be led in a way that is beneficial for most affected regions and people.** Coal phaseout not only promises benefits in terms of climate and environmental protection, but also with regards to economic development and overall quality of life. Capitalizing on the local and international research, and global experience in Southeast Asia will allow acceleration of the transition and the Region to reap the benefits of the clean energy transition, while effectively mitigating socio economic consequences.
27. **Drawing on the past experiences, the Forum will assign particular attention to strengthening the role, representation and security of women and vulnerable groups in coal regions.** It will assess and foster opportunities for increasing their participation in the elaboration of transition plans to expand the focus on gender-sensitive activities and exclude gender and vulnerable groups-based discrimination in owning land and managing business.
28. **An essential operating requirement from the outset will be a core focus on establishing and maintaining a point-of-contact knowledge repository on coal regions.** The Forum will host a knowledge repository in its learning academy and facilitate modular learning opportunities to the region's stakeholder communities on the areas critical for the just transition processes to take advantage of the global learning and knowledge.
29. **Lessons learned point to a need for a framework for strengthening support to workers and communities to catalyze new investment opportunities, including through environmental remediation of lands and assets, repurposing of infrastructure and tapping opportunities for economic diversification.** This framework is needed to deliver support in Southeast Asia similarly to the Regions that have already begun their coal-phase out.<sup>9</sup> Such a framework also needs an associated Learning Academy to ensure that all stakeholders have an equal level of access to knowledge and understanding of the transition issues and are thus able to contribute to the progress of the transition.<sup>10</sup> Such a framework is available in the World Bank's [Just Transition for All Decarbonization Framework](#). This framework focuses on systematic decarbonization methodology, coordinating support and assistance within one umbrella with three pronged comprehensive pillars of institutional governance, people and communities, environmental reclamation and repurposing of land and assets.

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<sup>9</sup> *Western Balkan Coal Regions in Transition Forum*, and the associated *Coal Regions in Transition Learning Academy* (see [Annex 3](#)).

<sup>10</sup> A *Global Forum for Energy Transition in Coal Regions* recognizes that the many experiences and case studies available to date, come largely from OECD countries where decades-long macro structural reforms have enabled the drivers to begin a coal phaseout. The *Global Forum* will provide exceptional reinforcing assistance to policy analytics to better understand the drivers of, and barriers to, an energy transition, and the ways in which issues of social inclusion and distributional impacts can be properly addressed in support provided.

# Implementation of the Forum

## VII. Purpose and Structure of the Forum

30. ***The Forum provides a structured process for just transition in Southeast Asia.*** The lessons and experience gained from the ongoing and completed transitions from coal in Europe and elsewhere shows the importance of designing and implementing a structured process that is supported by measures aimed at alleviating socioeconomic consequences, while promoting the development of new, future-oriented economic activities.
31. **Launching the *Forum* in Southeast Asia is grounded to the Paris Climate Agreement and Net Zero Emissions Declarations.** The shared objective of supporting Southeast Asian decarbonization in a structured, collaborative, and inclusive manner calls for stakeholders and development partners to come together to foster a progressive decarbonization program to reduce gaps and overlaps and ensure a just and fair transition, including through fostering a voice for all involved stakeholders throughout the process.
32. **Across all of its components, the *Forum* will have a cross-cutting coordinating and facilitating role to create coherence and mutual reinforcement of activities to support coal regions in Southeast Asia.** Throughout implementation of its components, *the Forum* will identify knowledge relevant to the transition impact in the Regions and facilitate this knowledge to the region through its activity components. The Thematic Committees ([see Para 37](#)) will support implementation of the proposed scope of the substantive reach of *the Forum*, which relates to the following aspects:
  - a. ***Knowledge and Learning:*** Knowledge and learning reach of *the Forum* identifies good practices across the world and leverages a diversity of experience across EU member states, particularly in the United Kingdom, Canada, and the United States in the form of case studies, study tours, twinning opportunities, executive style, and degree-track education. It also includes baseline studies mapping the demographic, sociological, environmental, and economic characteristics of the coal regions, stakeholder and gender assessments, strategic environmental and social impact studies, and mitigation plans, among others. *The Forum* will facilitate support for the collection and collation of data on regional and national data basis, processed using geospatial analysis. A virtual center will act as a knowledge warehouse and repository of data and information will take note of one or more European knowledge or learning institutions, among others globally; with a frontline delivery mechanism being provided inter alia through *the Forum*, and logistical and other support from the World Bank's Singapore office.
  - b. *The Forum* will establish a **go-to knowledge repository** on coal regions in Southeast Asia. Knowledge will be delivered by multilateral and bilateral

development agencies, learning institutions, regional partnerships, and trade associations. *The Forum* will incorporate globally relevant knowledge contained within the existing Western Balkans Learning Academy ([Annex 1](#)), and further support preparation and delivery of additional case studies, demographic, sociological, environmental, and economic baseline site studies, stakeholder assessments, strategic environmental and social impact studies, and mitigation plans. Based on research and toolkits, *The Forum* builds the *Just Transition Good Practices*.<sup>11</sup> These practices will evolve based on continuous knowledge work produced and financed by the World Bank and other entities. Project-level support provided by International Financing Institutions (IFIs) to the transition in Coal Regions as well as private investment projects will be guided by this broad body of knowledge and learning. It will also serve as an archive and an exchange Forum for knowledge related to the just transition of coal regions.

- c. **Policy Analytics and Market Intelligence:** Policy Analytics and Market Intelligence of *the Forum* will help the design of policy ecosystems to support coal phaseout through a provision of technical expertise and macro-economic research regarding removal of coal subsidies, carbon taxation, emission trading schemes, full cost accounting of social and environmental costs of coal, gender equality policies for coal transition, and incentives for accelerated decommissioning of coal assets. *The Forum* coordinates and facilitates global knowledge including market intelligence on the coal industry and the design of a global green taxonomy and green growth initiatives aligned with concurrent research on *Jobs of the Future*, identification of new sources of green jobs with capacity to absorb displaced workers, and design of decarbonization and green growth funds. This analytic support reinforces multilateral development banks (MDBs) and bilateral donors, including World Bank Development Policy Operations (DPOs), Program for Results (P4R) financing, Multi-Phase Approach for Coal Mine Closure (MPA) and other trust-funded, multilateral, and bilateral assistance.
- d. **Line-of-Sight Financing Facilitation and Structured Financial Solutions.** Financing facilitation by *the Forum* will focus on improvement of the financial connectivity between the needs of investors into the energy transition and green growth, and the many economic, social, and environmental support programs and projects to be implemented locally across a diverse array of coal regions. *The Forum* will facilitate matching a broad array of multilateral, bilateral, private sector, and investor funds to specific gender-sensitive transition projects<sup>12</sup> through project aggregation (pooling and vetting of projects thematically and region-by-region). Financing facilitation utilizes components (a) and (b) above to improve project design and identify appropriate de-risking activities and instruments.

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<sup>11</sup><https://openknowledge.worldbank.org/bitstream/handle/10986/35596/9781464817137.pdf?sequence=4&isAllowed=y>

<sup>12</sup> In addition to multilateral and bilateral funds, the emergence of very helpful funds targeting coal phaseout through Powering Past Coal Alliance and Accelerated Coal Transition under the Climate Investment Fund provide concessional financing.

- e. **De-risking measures for project sponsors.** De Risking projects by *the Forum* aims at identifying needs of small and medium size enterprise (SMEs), which may include credit enhancement instruments, underwriting in weak institutional and regulatory governance through partial risk guarantees, and use of Financial Intermediaries to channel financing effectively through regional and local banks having market reach and improved assessment of local SME credit risk. Structured green financial solutions will also support development and capitalization of green bond issues and targeted green equity funds to deepen domestic capital mobilization for sustained investor flows. Improved structuring of public and private partnerships further addresses a key challenge in Just Transition for coal phaseout – reaching the point of commerciality where adequate public sector investments into reskilling and education and environmental remediation, catalyzes private sector investments into repurposed lands and assets. Multilateral and bilateral development agencies would use *the Forum* to identify programs for provision of de-risking instruments for incoming private sector investors.

## VIII. Governance of the Forum

- 33. **Governing Body of the Forum.** The governing body, hosted for the first three years by the ETP Steering Committee, will oversee *the Forum's* activities. Following the initial 3-year phase, as outlined under [Para 44](#), the governing function will be transitioned to a purpose specific Board, based on the Articles of Association, with representation from governments, labor unions, enterprises, communities, and civil society organizations. The broad representation of organizations at the Board brings a strong diversity of views, objectives, and areas of specialization across a wide array of challenges and will give the Forum the legitimacy it requires to engage in the highly sensitive area of coal mine and powerplant closure. Board members will be appointed by their constituencies. The World Bank will attend Board meetings with observer status.
- 34. **Principals joining the initiative will sign ETP's Joint Collaboration Arrangement (JCA) to adopt the principles of the partnership.** These parties will also identify their individual bilateral contributions in the context of the JCA established for ETP to become full members of the governing body of *the Forum* vested in the Steering Committee of ETP. During the initial phase of implementation, the Governing Body, with the support of the Secretariat, will develop a governance framework for the Forum, enabling a greater range of members to join *the Forum*, as described in [Para 47](#).<sup>13</sup>

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<sup>13</sup> For reference: The *Principals of the WBUA CRIT Forum* in other countries have been able to cooperate effectively using a letter of understanding, as no funds have been transferred between agencies or contributed to a disbursement account which would require independent financial management and fiduciary controls. After the initial phase, the *Forum* is likely to require a more formal partnership agreement and disbursement account; and significant time should be expected in each organization clearing the terms of the partnership legal agreement. Signatories of the legal agreement would be asked to endorse a charter of principles, based on the World Bank's three-by-three framework that would be signed by all individuals and institutions participating in the Thematic Committees. For individuals and entities not making financial commitments, a side letter or a simple Memorandum of Understanding would suffice.

35. **Responsibilities** of the Governing Body and the Subsequent Board will include, *inter alia*:

- a. **Guiding design and development of the Forum:** Formulation and endorsement of the Forum's objectives and programming and monitoring the Secretariat's performance against previously agreed / endorsed outputs and outcomes.
- b. **Client liaison** including (a) outreach to governments on higher-level matters of energy transition / Just Transition policy and programming, and (b) outreach to coal communities.
- c. **Development Agency and Partnership liaison** including coordinating activities, convening meetings, having broad agency representation, and creating line-of-sight between programs and funding sources with coal regions.
- d. **Establishing and guiding Thematic Committees**, including identifying and prioritizing new topics, assigning leadership roles on knowledge generation, and reviewing recommendations and associated knowledge products.
- e. **Administrative overview of the Secretariat and overall performance of the Forum** through a high-level endorsement of the annual work plan and budget.

36. **During the initial 2 years, the governing body will establish the procedures and activities of the Forum and take action to set up the Forum's functions on a permanent basis.**<sup>14</sup> With the conclusion of the initial phase, the governing body will transition into a broader structure that ensures inclusion of the many stakeholders in affected countries and regions, including representation from governments of participating countries, labor organizations, enterprises, communities, and civil society organizations as well as ETP and development partners. The broad set of constituencies will give *the Forum* indispensable legitimacy. The governing body will be assisted by Thematic Committees, composed of members of the Forum's governing body in addition to other experts, advising on topics like learning, analytics, knowledge dissemination, financial facilitation, and structured financial solutions.

37. **Thematic Committees:** The Governing Body, and the subsequent Board, will appoint several Thematic Committees, dedicated to core topics composed of a wide range of stakeholders identified in [Para 22](#). The Thematic Committees, composed of members of the Forum's governing body and subject advisors, will support the governing body by advising on topics identified in the components forming the scope of the *Forum*, including learning and knowledge dissemination, policy analytics and market intelligence, and projects financial facilitation and structured financial solutions.

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<sup>14</sup> Global Development partners are likely to include other multilateral development banks, bilateral development organizations, global partnerships, and philanthropic organizations.



38. These committees will serve as a sounding board for the Governing Body, steering the identification of priorities, building consensus, assisting in outreach, and highlighting peer-to-peer experiences and lessons learned, among others. The Thematic Committees will prepare working documents for the Board and provide recommendations on upcoming decisions. The Board will seek to ensure that committees reflect the multi-stakeholder nature of the Forum.

## IX. Secretariat of the Forum

39. **The Secretariat of the Forum will support the Governing Body, i.e. ETP Steering Committee.** The Forum Secretariat will be hosted by ETP's Secretariat. *The Forum Secretariat* will support the governing body by coordinating and implementing its decisions, instructions, and directions to practical activities that lead to outputs and outcomes. *The Forum Secretariat* will carry out the day-to-day work under the leadership of the Governing Body, including help with event organizations, the generation of guidance and knowledge products on transition-related issues, and the coordination of technical assistance to the Southeast Asian countries for implementing broad-based and comprehensive just transition.
40. **The Forum Secretariat will be staffed with experienced professionals to carry out project management, administrative, communication, outreach, knowledge management, and coordinating and convening functions.** *The Forum Secretariat* will be hosted by the ETP and be staffed by a small group of people to undertake the Secretariat services as defined in the terms of reference (See [Annex 2](#)).<sup>15</sup> The UNOPS procurement procedures and ETP's Joint Collaboration Agreement<sup>16</sup> allow for a direct engagement, particularly of UN agencies, in exceptional circumstances, to support the *Forum* (See Approach to Forum Development in Section VI). Within each priority country engaged in the *Forum* activities, a field officer will be assigned to provide local point-of-contact for the *Forum*, and to remain current on initiatives and developments. ETP Secretariat will remain responsible for the services, performance, and the contract of the *Forum* Secretariat. Terms of reference for the Secretariat are in [Annex 2](#).

## X. Establishment of the Forum

41. **ETP, a unique partnership of governments and philanthropic organizations, is well positioned to support the Forum through the provision of its governance and secretariat services.** The Governing Body provides a speedy decision-making and guiding body to ensure that substantive progress is made toward the coal phase-down objectives of *the Forum*. Multilateral and bilateral partners wanting to join *the Forum* will be invited to join ETP and through ETP membership can become involved in the Forum's work.

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<sup>15</sup> As a point of reference, in the *WBUA CRiT Forum* the European Commission provided Euro 3 million to support a dedicated Secretariat for three years. [Annex 1](#) details the diversity of participants and the diversity of learning needs associated with such a Forum.

<sup>16</sup> [UNOPS-Procurement-Manual-2021](#)

42. **Conveying the funding needs of *the Forum*, a roadmap for a complete build-out of the Forum will be developed and presented as part of the inception report.** As background information, the following is noted:

- a. **Mapping of the Stakeholders:** The design and launch of *the Forum* will be approached in stages, beginning with a comprehensive baseline mapping of regions, stakeholders, and core issues and challenges. This task is expected to require 24 months (2 years) to complete and will rely heavily on the Secretariat function described further below. As a point of reference, the World Bank and EU, in designing and launching the Western Balkans Coal Regions in Transition Forum (WBUA CRiT Forum), were able to capitalize on contributions from the Energy Community Secretariat, which had completed preliminary stakeholder mapping as part of its responsibilities with its contracting parties. Thereafter, the *Forum Secretariat* will continually update an often-changing list of stakeholder groups and key contacts, such as central, regional, and local authorities, private sector, unions, affected communities and civil society organizations. This assistance will provide engagement with stakeholders through newsletters, correspondence, and logistical planning for the *Forum* meetings.
- b. **Establishment Process:** The initial Forum delivery will be phased and will begin with two successive Forum meetings that will take place over the first twelve months of implementation. These early meetings provide an opportunity to undertake a stock take of the Forum establishment and dialogue on the stakeholder-needs and gender assessments, hearing from those attending through both panel discussions. Much of the presentation content to be delivered in these first two Forum meetings has been prepared previously by the EU CRiT and WBUA CRiT Forums. The first Forum meeting would be branded to allow the Principals to profile their independent contributions. A launch meeting and the second organizational meeting will be scheduled upon agreement among the Principals prior to the announcement at COP27.
- c. **Setting Up Online Resource Tools:** As detailed in the [Annex 1](#), preparation of the Western Balkan Pilot Initiatives included compiling global experience of Just Transition, using World Bank trust funds (ESMAP and EGPS). A significant percentage of this curriculum would be translated into the learning tools of the *Forum* as a contribution from the World Bank, allowing for earlier “quick start” delivery in the Forum. Setting up of the Online Resource tools will include a repository of global case studies, and an overview of global good practices, tools, relevant national and regional data, and knowledge resources. To date, this workstream has included:
  - i. overview learning content structured using the World Bank’s three-by-three framework presented in Table 1 of [Annex 1](#), and
  - ii. Learning content and topics ([see para 28](#)) is also detailed in the three-by-three framework. Additionally, a dedicated online learning Forum (GOXI.org) has been upgraded to host both virtual learning and archive learning content.

43. **Initial establishment Phase:** During the initial phase, *the Forum* is foreseen to be structured as a not-for-profit members' association with a governing body consisting of the ETP Steering Committee plus the World Bank. ETP will remain open to other development agencies seeking to contribute to design and early implementation. With the conclusion of its initial phase, the Governing Body will be expanded, under Articles of Association, to a Board with a diversity of stakeholders sharing common objectives, a Just Transition for All. All government and legally recognized non-government organizations that represent the affected stakeholder groups will qualify as members with representation in the Governing Body (later to be structured as a Board). These include governments of participating countries, labor organizations, enterprises, communities, and civil society organizations. Such a Board will strengthen accountability, improve coordination of programs and projects to be delivered, and ensure that programs and projects are complementary and mutually reinforcing the principles of a Just Transition for All.
44. **A broad representation places a greater burden on the design and operation of the governance body.** Some groups, common examples being communities participating in community driven development initiatives and civil society organizations, are likely to have independent governance bodies. They might nominate representation to the Forum. Other stakeholders, such as impacted SMEs along the coal value chain, may not have a unifying body and may participate in the Forum alone.
45. ***The Forum* will be built on the concepts of inclusion, stakeholder engagement and just transition.** The concepts of inclusion, particularly depend on gender mainstreaming and on wide stakeholder consultations and dialogue in coal regions, as well as with the national governments and private sector actors. Women may be potentially more impacted by the projects and programs supported by *the Forum* and more assistance might be needed to enhance the participation of fragile communities and vulnerable groups in the approval and implementation of plans and projects, for greater social inclusion and distributional impacts.
46. **During the (3-year) initial phase of the Forum, the Secretariat will develop the governing Articles of Association, including governance principles, decision-making rules and a Charter of principles based on the World Bank's [three-by-three framework](#).** Members of the Forum will sign a Memorandum of Understanding (MoU), endorsing the Articles of Association. The third year will provide for a transitional period to move the governance of the Forum from the ETP Steering Committee to a governing board with broad representation, and to structure the Forum as a not-for-profit members association.
47. **In the initial phase the Forum Secretariat focuses on three key results:**
- a. Setting up the operations of *the Forum*, including its design, funding, procurement, and implementation of the Forum's functions in the short run;
  - b. delivering the first 3 years of the Secretariat terms of reference, activities, and preparation of the Forum's future organization and institutional arrangements and prepare the sustainability plan, which will set the path for the Forum to move to its permanent institutional arrangement; and

- c. coming to an agreement on the long-term form of the Forum, its hosting and sustainability arrangements, including governance, funding and operations.
48. **After the initial phase:** The governing body, based on the Articles of Association, will add representation from governments of participating countries, labor unions, enterprises, communities, civil society organizations and investors.

## **XI. Funding of the Forum**

49. **ETP will finance the establishment and operations of *the Forum* for its implementation period of 3 years from ETP's pooled resources in a maximum volume of USD 6 million over the three years of implementation.** ETP, a multi-donor partnership, innovative and a collaborative Forum, is particularly suited for supporting the *Forum* by providing its governance framework, through ETP's Steering Committee, to ensure that *the Forum* is attractive for and inclusive of the many development agencies and partnerships with roles and responsibilities in coal phaseout. This is intended to ensure that all partners participating in the Partnership can retain control and visibility of their development programs and projects. In this way, the Forum balances different agency needs, coordinating assistance and convening coal regions, without supplanting the diverse needs of a global development community to work directly with their local counterparts. The ETP will host the Forum Secretariat and provide the governance mechanism for the Forum.
50. **The World Bank will contribute to ETP's pooled resources through a World Bank – UNOPS bilateral contribution agreement.** The World Bank will establish a dedicated MDTF under the existing Extractives Programmatic Global Support (EGPS) Umbrella Trust Fund. Through the MDTF, the World Bank will contribute via ETP's pooled resources to the *Forum's* operational budget. These resources will finance the initial establishment processes of *the Forum*, its Secretariat function, and costs related to the operations defined in the Scope of the Project. UNOPS and the ETP JCA procedures enable direct engagement procedures for selecting services in special situations. The World Bank will sign ETP's Joint Collaboration Arrangement, common to all members of ETP, and a bilateral contribution agreement to channel the agreed resources to ETP.
51. **The World Bank will support the funding and the activities of *the Forum* ([see Para 29](#)).** In addition, it will implement the World Bank- and Recipient-Executed grant assistance to national and regional entities in accordance with the *Just Transition for All Good Practices* and under coordination of the Asia Coal Transition Secretariat. The World Bank will join the membership of ETP and contribute to the funding of *the Forum*. The World Bank is establishing a Coal Phase Down MDTF and will support the Forum with a grant from the MDTF through ETP's Joint Collaboration Arrangement and a Bilateral Contribution Agreement. Hosted at the World Bank, the dedicated MDTF will finance baseline studies, global case studies, make available global good practices, tools, knowledge resources, and other knowledge management activities. The MDTF will provide grant-funded in-country

technical assistance to facilitate regulatory reform, build institutional governance and implementation capacities, design strategies and projects in coal regions and facilitate structured financial solutions. Finally, MDTF will also provide resources through ETP to augment the resources that ETP is allocating for the Secretariat functions.

52. In addition, the World Bank will provide logistical support to the Forum Secretariat, making use of its offices around the Region and in particular its Singapore Infrastructure Hub. The World Bank will engage with the *Secretariat* in conceptualization of *the Forum*, donor liaison and outreach to secure the necessary funding to build up the required knowledge work under the Forum, propose, prepare, and implement a project portfolio that is consistent with the Forum's strategy, activities, and planned programs, and monitor project implementation to ensure output quality and impact. The World Bank procedures apply to these activities.
53. The World Bank will actively support *the Forum* and its Secretariat during its initial Phase and beyond through grant-funded activities in all components described in [Para 17](#), i.e. generation, compilation and dissemination of good practices, baseline studies, and building the knowledge base more broadly. It will provide grant-funded policy analytics and market intelligence, and facilitate financing and structured financial solutions. All activities will be implemented in close coordination with, and on demand of the Forum Secretariat and the corresponding national, regional or local authorities.
54. The Project duration is 3 years. During the first 2-years (Phase 1), the World Bank will be a full member of the Forum's Governing Body through its joining of the ETP and provide guidance to the Secretariat and assist in the establishment of the Phase 2 Board (with a broad stakeholder representation). Concluding Phase 1, the World Bank will withdraw from its active role in the Forum's Governing Body and assume an observer status in it. During the last of the 3-year implementation period, under Phase 2, the World Bank will focus on funding and conducting activities in the areas identified in [Para 21](#) for *the Forum*, including through grant funded TA to regional and national governments in accordance with the *Just Transition for All Good Practices*.
55. Core activities of the World Bank MDTF include identification, valuation, financing, implementation and monitoring of transition projects in alignment with an overarching *Just Transition for All Good Practices*, specifically through:
  - (a) drafting of individual coal region transition strategies,
  - (b) financial and cost/benefit analysis, environmental, social and gender impact analysis and management plans, stakeholder consultations, and benchmarking of technologies within the project,<sup>17</sup> and

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<sup>17</sup> Following COP26, all MDBs supporting a Just Transition for coal phase are giving consideration to the World Bank's three-by-three coal transition framework as a standardized organizing principle to frame assistance.

- (c) capacity building for local implementation of transition projects and small and medium enterprises (SMEs). This funding facility will be complemented and reinforced by multilateral and bilateral technical support mechanisms.

## **XII. Coordination with External Assistance Programs**

57. Just transition is a wide and multidisciplinary topical area within energy transition. Several initiatives have come to light in setting up just transition Forums, including, but not limited to, the following:

- a. **World Bank-ETP-EU-PPCA (Powering Past Coal Alliance) initiative** for a Forum that coordinates the needs of the stakeholder communities with the development partner's support.
- b. **World Bank Social Inclusion and Sustainability Global Practice's** study "Social Dimensions of Just Coal Transition in Indonesia" for the provision of methodology for socioeconomic analysis.<sup>18</sup>
- c. **IKI-JET (Just Energy Transition)** program that involves support to stakeholders and a Forum to engage with these in Indonesia and in India. A coordination plan between *the Forum* and the IKI-JET is included in [Annex 4](#). Synergies between the IKI-JET has been envisioned to include:
  - i. aligned development of methodologies, e.g. for socio-economic survey and assessments of stating situation for coal regions
  - ii. eventual repository for the socioeconomic data and its management;
  - iii. delineation of the socio-economic research by geographic regions;
  - iv. sharing of learning resources in the context of the Learning Academy; and coordination of knowledge product development, complementary or joint implementation of knowledge exchange and peer-to peer learning formats, sharing, dissemination and joint use of data, insights and material for capacity building and training from both sides,
  - v. strategic and operational alignment with other cooperation partners in southeast Asia under ETPs regional coordination umbrella.

58. **ADB Energy Transition Mechanism (ETM)** initiative that includes design of a stakeholder Forum.

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<sup>18</sup> ■ World Bank TOR - Supporting Pathways for Just Transition for All Climate Resilient Local Develo...



59. **ADB's Just Transition Facility**, an Asia-Pacific-wide initiative for a minister-level forum to dialogue on Just Transition issues in the region and identify related investment programs for ADB's funding.
60. **UN Issue-based Coalition for Raising Ambition for Climate Action, Coal-phaseout Working Group**, a coalition of UN Agencies in the Asia-Pacific region supporting countries phasing out coal.
61. All these programs are important for Southeast Asian progress in just energy transition. The development community deems it important to advocate for one regional just transition Forum rather than see multiple Forums emerge, thus duplicating the coordination effort and risking a complex donor environment for managing and effectively implementing just transition support in the region. *The Forum* is open for all other members to join *the Forum*, thus showcasing inclusion, coordination and efforts to ensure that the stakeholder community acknowledges a clear and a progressive plan for implementation as well as a one stop-shop for coordinating access to just transition support by the stakeholder communities.
62. **The Forum presents a call on all partners to join a collaborative effort**, with the purpose of saving resources from setting up and funding multiple Forums. *The Forum* facilitates organized needs assessment, collective and open, open access repository of needs information, coordination of support programs, and avoiding possible confusion among the stakeholders. One Forum will enable all the participants to access information, coordinate and cooperate effectively through their own mechanisms.

### **XIII. Assumptions**

63. The following assumptions have been made in facilitating the successful operations of *the Forum*:
  - a. The recipient countries in the Southeast Asian Region will accept and adopt *the Forum* as a regional coordination mechanism and become its participants and partners taking advantage of its coordination role.
  - b. The World Bank joins the ETP Steering Committee through a commitment of resources along the lines of the Joint Collaboration Agreement of ETP.
  - c. The ETP Steering Committee serves the function of the *Forum* governing body, directing the services provided by the Secretariat, through its own ETP Secretariat, engaging with the World Bank's Infrastructure Hub in Singapore.
  - d. Development partners supporting Just-Transition services will engage with *the Forum*, taking advantage of its services, enabling effective coordination and information exchange to happen, to ensure that multiple Forums do not emerge in Southeast Asia to provide greater complexity to delivery of just transition support services.

- e. The services of *the Forum Secretariat* will be delivered in accordance with the terms of reference ([Annex 2](#)). These services will be supported by a specialist advisory from the World Bank, the Thematic Committees and retainer experts, as required.
- f. The Thematic Committees will provide access to global best practices and latest technological inputs and concepts based on a highly developed, detailed, and analytical assessment of the relevant coal regions, issue analysis, information dissemination, public awareness building, and interaction with a range of stakeholders from the highest level of country authorities to community stakeholders.
- g. The *Secretariat* will engage professionals who have an excellent knowledge of Southeast Asian economies, the necessary innovations in the energy transition domains in the Southeast Asian economies, particularly regarding coal phase-down in Indonesia, the Philippines and Viet Nam, and stakeholders, benchmarking, lessons learned, and checklists for moving policy fronts and practical investment programs toward low carbon economies.
- h. *The Forum Secretariat* will engage, in communicating effectively in all phases of the program with the ETP Steering Committee and ETP Secretariat as well as with the region's governments and stakeholders, including donor partners, throughout the project to consult these on information exchange needs, knowledge gaps, and opportunities to pursue stronger policy framework and advancement of the political economy toward greater and more far-reaching demand for clean, low carbon energy systems in the Region.
- i. The Project will capitalize on the latest information of the technological and energy related developments available globally and retain current contacts to global developments in policy context in efforts to pursue coal phaseout, in addition to the general policy context in the Southeast Asian countries.
- j. The *Forum Secretariat* will work under the overall guidance of ETP Steering Committee, ETP Secretariat, and ETP's Advisory Committees. The Project Manager leading the *Forum Secretariat* will report to and work in partnership with the ETP Secretariat regarding its substantive outputs and activities.
- k. The *Forum Secretariat* will coordinate with all ongoing and planned just transition programs, including with the United Nations Issue-based Coalition for Raising Ambition for Climate Action, and the Multilateral Development Bank's working group on coal phase-down, among the various global coal-phase-out working groups and maximize synergies of alignment and collaboration.
- l. The *Forum Secretariat* will – as defined under the terms of reference ([Annex 2](#)) – prepare the reports in publishable English and as agreed, in the languages of the Region's countries, with engaging powerpoint presentations (also in the Region's languages). All reports will be reviewed

and accepted by the ETP Secretariat upon the incorporation of its comments and those from the Governance Body.

- m. *The Forum Secretariat* will be led by a Project Manager as responsible for coordination, quality of the project, its outputs, sessions, reporting and outcomes. The team leader will report to and prepare reports for the ETP Fund Director, under authority and guidance of the Governing Body hosted by ETP.
- n. The *Forum Secretariat* will prepare a results monitoring framework for the Project in the context and aligned with ETP's Results-based Monitoring Framework (RBMF).
- o. The *Forum Secretariat* will ensure that it accounts for gender, environmental and social impacts in the context of the terms of reference and identifies environmental and social costs and benefits within the road map and its financing plan, with particular attention on potential mitigation requirements in accordance with the Government's policies and international standards. Furthermore, the project shall provide a response that demonstrates its commitment to support gender equality and women's empowerment through its operations.

## **XIV. Sustainability & Gender Diversity**

- 64. The Forum Secretariat shall provide a response that demonstrates its commitment to support gender equality and women's empowerment through its operations. In addition, the monitoring and evaluation framework for the services under this initiative will disaggregate data by gender. The evaluation will consider the applicants' feedback to these criteria as part of the evaluation process.

# Annexes

## Annex 1: Western Balkan Pilot Initiatives

65. A September 2019 planning meeting was held to design support appropriate for the Western Balkans and Ukraine on energy transition in coal regions. A group of development partners committed to assist these regions through provision of two interrelated pilot initiatives: (a) a Forum to support energy transitions in coal regions in Western Balkans and Ukraine, and (b) design and launch of a Learning Academy to strengthen institutional capacities for implementation of transition strategies and associated transition projects.
66. These partners working collaboratively across these two endeavors include: The World Bank, the European Commission, the Energy Community Secretariat, the European Bank for Reconstruction and Development, the College of Europe (Natolin campus), the Government of Poland National Fund for Environmental Protection and Water Management, European Investment Bank and Bloomberg NEF. All are collectively referred to as the “Principals”.

### The Forum Initiative for Western Balkans and Ukraine

67. The Forum initiative for Western Balkans and Ukraine is a joint effort of the Principals, who are working together on cooperation with partners locally to deliver knowledge to coal regions and governments, principally through face-to-face meetings and online. The design of the Forum mirrors that of the earlier, very successful E.C. Forum for Coal Regions in Transition, with some enhancements to reflect lessons learned. Moreover the E.C. Forum and the Western Balkan and Ukraine Forums will be interlinked through twinning of coal regions.
68. The establishment of the Forum initiative facilitates the development of transition strategies and projects to kick start the transition process in the coal-dependent regions. The Forum has five areas of cooperation among the Principals:

Knowledge-sharing Forum meetings	EU-Western Balkans and Ukraine coal regions twinning	Coal Regions Learning Academy	Technical assistance for pilot coal regions	Financing transition projects and programs
WB's convening power can bring stakeholders together to share and compare experience, receive formal and informal education in the design of comprehensive transition strategies and identification of pilot projects, prepare inter-regional project-consortia and participate in study tours.	Formal twinning with the EC “Coal Regions in Transition Initiative” to ensure linkage between the two initiatives. In addition, regional twinning programs could be put in place to allow for peer-to-peer sharing of experience and knowledge.	A formal academy to facilitate the dissemination of good practices, better exchange of experience by means of case studies, and equip regional delegations with the institutional and professional capacities to better manage transition. Specialized learning opportunities will be provided in non-degree e-learning courses spanning a complete range of issues such as:	TA to support participating coal-regions that have decided to undertake transition. Country-level engagement will take place at planning, policy and project level. “Integrated” planning related to specific issues in target regions can be included, (eg: Transition Road Maps, design of specific policy interventions or legislative changes, project-specific TA to design and implement projects	Facilitate the systematic collation and discussion of project proposals, especially in the context of funding/ financing needs and structuring aspects. This could be linked to required investment activities set out as a result of component 4; or independent projects presented by regions that meet specific criteria.

		(a) Governance arrangements, (b) Assisting People and Communities, (c) Environmental Reclamation and Repurposing Land and Assets, and (d) Inclusiveness and Communication.	consistent with national energy and climate plans).	
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69. The Forum is built on the concepts of inclusion, stakeholder engagement and “Just Transition”, which depend upon wide stakeholder consultations and dialogue in coal regions, as well as with national government and private sector actors. Participants in the Forum initiative include:

70. The Forum initiative is a complex undertaking, with joint leadership from the World Bank and the European Commission (DG ENER, DG NEAR). Conceptual support on economic transition from coal is being provided through the decades-long experience and lessons learned gained in Poland through the generous support of the Government of Poland (NFOS). As Western Balkan and Ukraine countries are Contracting Parties to the Energy Community, the Energy Community Secretariat will provide input and ensure consistency of the planned activities where they intersect with national energy plans and reforms of the energy system. The European Bank for Reconstruction and Development will coordinate the work on, and provide financing for, transition projects and programs.<sup>19</sup> And, the College of Europe’s Natolin campus is the institutional host of the Learning Academy and alongside the other partners, define and execute the academy’s activities. A Technical Secretariat will debut in January 2021 to run the day-to-day operations of the Forum Initiative. This will include forming an outreach group to consult and liaise with various stakeholders of interest to the Forum Initiative.

## **Western Balkans / Ukraine Coal Regions Learning Academy**

71. The Principals collaborate to design and deliver knowledge to coal regions and governments, principally through face-to-face and online learning within the Coal Regions in Transition Learning Academy (the Learning Academy). The Learning Academy shall include on-line delivery and face-to-face classroom learning to be hosted at the College of Europe Natolin Campus, in Warsaw, Poland. Core content shall be provided via internet-based learning using an existing active Forum, the World Bank’s Community of Practice Forum for Extractive Industries - GOXI - e-Forum to provide distance learning access to regions aligned with user needs.

72. The objective of the Western Balkans / Ukraine Learning Academy is to prepare and make accessible a body of knowledge across a wide array of issues associated with energy transition in coal regions. The Learning Academy shall enable sharing of new knowledge, experiences, ideas and lessons learned; contributing in a meaningful way to the global understanding of viable pathways that high-carbon regions might pursue as nations seek to meet Paris commitments.

73. The Western Balkans / Ukraine Learning Academy addresses a widely shared capacity gap across coal regions that have been impeded in a transition away from coal by weaknesses in planning and preparedness and thereafter the implementation of

<sup>19</sup> This does not preclude other Principals from financing projects and programs as well.

sustained assistance for regional transformation. The objective of the Western Balkans / Ukraine Learning Academy is to address capacity gaps through targeted learning offered to government officials at all levels, regional and community leaders, workers and enterprises, planners and implementers of programs, and non-governmental organizations. This is a diverse stakeholder group, having a diversity of understanding of core issues. While being piloted in Eastern and South-East Europe, the design of the Learning Academy will be extensible to meet similar needs in other coal regions globally. The list of these other global regions is likely to include South Asia, East Asia, and Eastern and Southern Africa.

74. In addition to coordinating with the Principals, an identified group of third-party knowledge contributors and practitioners shall also contribute – each preparing research and case studies to be delivered through the Western Balkans / Ukraine Learning Academy on aspects of the energy transition, and each being responsible for the content / quality/ date-of-delivery of their own work. These submissions will be curated within a learning curriculum, and thereafter derivative supporting materials (eg. narrative-learning courses, slide decks, etc.) will be prepared for delivery through on-line and face-to-face learning.
75. Given travel restrictions associated with COVID-19, the Learning Academy will launch online virtually using technology provided by the World Bank ([www.GOXI.org](http://www.GOXI.org)). Early Learning Academy activities include:
  - a. Institutional capacity building through technical learning for government officials at all levels, regional and community leaders, workers and enterprises, planners and implementers of programs, and religious and non-governmental organizations is needed to improve planning and implementation of transition strategies and associated projects.
  - b. preparation and dissemination of a body of knowledge, global experiences, lessons learned, and approaches to assist regions to plan, prepare and implement transition strategies.
  - c. Study tours, such as the ongoing Ukraine / Poland Study Tour, which is a joint effort of the World Bank and Government of Poland (NFOS) will provide learning and experience back into the Learning Academy.
76. The complete set of technical topics relevant to energy transitions in coal regions is extensive. As an organizing principle, the World Bank has been using a 3x3 matrix starting with:
  - a. three thematic areas institutional governance, people and communities, and environmental reclamation and repurposing land and assets; and
  - b. three phases of assistance: pre-closure planning, closure, and regional transition.
77. And as an organizing principle, this 3x3 matrix can serve as a dashboard for the Learning Academy, such that any participant can create a profile of needs that then maps to various entries within the matrix. The total number of entries within the matrix is not a constraint, as the front end of the Learning Academy Forum uses intelligent matching algorithms to propose topics matched to student needs. As a



starting point, from which other Principals within the group will be asked to add new topics, the World Bank prepared a table of topics from its own previous experiences presented in a general form in [Table 1](#).

	Pillar 1 Institutional Governance	Pillar 2 People and Communities	Pillar 3 Environmental Reclamation and Re-purposing of Land and Assets
Phase 1: Pre-Closure Planning	<ul style="list-style-type: none"> <li>• Institutional Governance and Policies</li> <li>• Stakeholder engagement</li> <li>• Spatial Planning</li> <li>• Coordination</li> <li>• Political Economy, Stakeholder mapping &amp; engagement</li> <li>• Regional economic planning</li> <li>• Energy transition planning</li> </ul>	<ul style="list-style-type: none"> <li>• Workers policies &amp; rights</li> <li>• Assessment of short to medium term workforce transition</li> <li>• Strengthening Social Protection Programs and Service Delivery Capacity</li> <li>• Identification of Social Transition Projects</li> </ul>	<ul style="list-style-type: none"> <li>• Assessment of lands and assets for environmental reclamation and repurposing</li> <li>• Roles &amp; Responsibilities of State and Enterprise</li> <li>• Transfer of Surface / Sub-Surface data and assessment of legacy infrastructure</li> <li>• Finalization of Fugitive Methane Abatement Plan</li> </ul>
Phase 2: Closure	<ul style="list-style-type: none"> <li>• Special Purpose Entity SPE</li> <li>• Feasibility studies of transition projects</li> <li>• Stakeholder engagement</li> </ul>	<ul style="list-style-type: none"> <li>• Implementation of social protection programs for workers and communities</li> <li>• Roll out of Re-skilling and Re-Education</li> <li>• Mobility assistance</li> </ul>	<ul style="list-style-type: none"> <li>• Physical closure of coal mines to Technical Standards</li> <li>• Spatial planning for repurposing options</li> <li>• SPE begins transfer of surrendered lands and assets to government entities</li> </ul>
Phase 3: Regional Transition	<ul style="list-style-type: none"> <li>• SPE coordination between government agencies and investors</li> <li>• Market soundings of potential investments</li> <li>• Stakeholder engagement</li> </ul>	<ul style="list-style-type: none"> <li>• Long term education for jobs of the future</li> <li>• SME skills development</li> <li>• Access to financing capital</li> </ul>	<ul style="list-style-type: none"> <li>• Environmental reclamation of prioritized lands and assets</li> <li>• Pre-permitting of lands and assets to incoming investors</li> <li>• Introduction of new private sector investors</li> </ul>

Table 1: The World Bank's 3-by-3 framework, a comprehensive approach to Supporting Energy Transition in Coal Regions leads to many potential topics across three major thematic subject areas and three phases of assistance. The selection of topics will vary by the unique needs of a coal region, and by the unique learning needs of individual students from that region. While this table has a large number of entries, it is in fact an abstraction from a more detailed table having greater than sixty entries identified using World Bank experience alone. The total number of entries in the table is not constrained. Users have profiles through which an intelligent matching algorithm will identify topics of relevance.

78. The Western Balkans / Ukraine Learning Academy delivers to participants high-quality, non-degree / non-certification, learning courses using a logical framework aligned with: (a) the World Bank's three-phase Programmatic Approach (Pre-Closure, Closure, Regional Transition), and (b) the three key thematic areas (Governance, People and Communities, Land and Assets). This framework reflects lessons learned from previous World Bank project support, as summarized in a 2018 benchmark publication<sup>20</sup>. The Learning Academy will introduce to cohorts the many dimensions associated with designing and implementing an effective transition strategy, and how best to sustain kick-start projects through to successful outcomes. Broad thematic areas are expected to include: understanding and adopting lessons learned from other coal regions, organizing diverse stakeholders into effective decision-making bodies, inclusive growth processes, technical aspects of social and environmental protection, energy sector transition and the opportunities for low carbon energy alternatives, preparation of business plans and budget planning, accessing capital, and effective public-private partnerships.

<sup>20</sup> [Link to report](#)

79. The participants are expected to have a varied educational background, with a majority coming from local communities in which completion of secondary education is likely and post-secondary education somewhat less likely. Participants are likely to come from trade and skilled industries, the retail sector, secondary vocational education institutions, local government, non-governmental organizations and other social partners. Moreover, vocational participants are likely to be equally distributed across the formal and informal labor pool, with many having irregular working hours or working off-hour shifts. Wage earnings in coal regions are often lower than state and national averages, and participants may also come from economically depressed communities in rural / semi-rural locations. Almost universally English will be a second spoken and written language, and the degree of proficiency will vary. Moreover, many participants will be mid-career and it will have been years since their last formal education experience.
80. Poland brings valuable lessons learned to this global challenge. Across two decades Polish coal workers and coal communities have chartered new pathways for regional transformation. The 24th Conference of the Parties to the United Nations Framework Convention on Climate Change (COP24), hosted in Katowice Poland in December 2018, underscored the Polish experience in three key messages: (a) employ technologies to sustain urban development, clean air and opportunities for modern jobs, (b) lead change together with people through the solidarity and fair transformation of regions and industrial sectors, and (c) the role of environmental stewardship where forests serve as greenhouse gas sinks. The College of Europe Natolin Campus Executive Education Office is now a leading provider of face-to-face and distance learning for European coal regions and is a key stakeholder in the development of the Learning Academy. The design and implementation of the Learning Academy will be closely coordinated with the College of Europe Natolin Campus Executive Education Office where face-to-face Forum meetings and distance e-learning will be delivered, should this option be assisted financially by the Principals.
81. Additionally, it is envisioned that the Western Balkans / Ukraine Learning Academy will be supported by a broader community of researchers (Knowledge Providers) preparing or donating the already available body of knowledge that includes case studies, new toolkits, and other good practices derived from other sector transformations. In this regard, the World Bank has under preparation informative case studies that include: (a) lessons learned from past coal World Bank Sector Adjustment Loans in Ukraine, Poland, Romania, and Russia; together with observations taken from additional case studies in other regions of Europe, United Kingdom, United States and China; (b) a case study of socio-economic transition in the Appalachia Coal Region of the United States, (c) the Future of Jobs in Energy Transition in Coal Regions, (d) EU Coal Regions in Transition Case Studies across Europe, and (e) a number of other third party case studies currently in print.

## Annex 2: Terms of Reference of the Secretariat of the Forum

### A. Scope

82. The purpose of these Terms of Reference is to undertake establishment of the services to implement the Just Coal Transition Forum Secretariat (the Forum Secretariat), as defined in the Concept Note and particularly the phased approach for the establishment process.
83. The delivery of Forum Secretariat tasks will occur in close coordination with the governing body of the Forum and ETP's Secretariat, as defined in the Concept Paper. Once the Forum Secretariat has established its operational capacity, it will develop close cooperation and relationships with the ETP Steering Committee, the Principals who are members of ETP Steering Committee, and other development partners and external funders. These relationships will foster expansion and comprehensive support coverage of the needs of stakeholder communities needing support and just transition programming. The Forum Secretariat also ensures that the coordination lessons learned from the other earlier initiatives elsewhere in the world are fully reflected in the delivery of the services by the Forum Secretariat and the Forum.

### B. Secretariat Responsibilities:

84. Secretariat will have a responsibility for:
  - a. **Forum management**, including setting up its components and knowledge activities, administrative support to the Governing Body; preparing, submitting for approval by the Governance Body, and implementing the annual work program and budget of the Forum; administering the flow of funds to ensuring an efficient project flow; preparing annual progress and results reports for publication; conducting stakeholder identification, management and engagement; developing and delivering a communications strategy; and collecting and collating data disaggregated by gender, organizing monitoring, and facilitating performance evaluations.
  - b. **Organizing Forum Meetings** through logistical support to relatively large events (up to 300 participants per meeting), open to all the stakeholders of the initiative. This task would include design of the agenda of the meeting working in partnership with the Principals, contacting stakeholders and managing registrations, contacting speakers and collecting presentations, and reimbursing travel and accommodation costs for participants.
  - c. **Hosting local workshops** consisting of small-scale events (up to 100 participants), delivered in coal regions, open to stakeholders of the initiative.
  - d. **Supporting Knowledge and Learning meetings, training and capacity-building** (online and face-to-face) events organized for a medium-sized audience (up to 200 participants) composed of representatives from the relevant stakeholder groups. This includes

contacting stakeholders and managing registrations, contacting speakers and collecting presentations, and reimbursing travel and accommodation costs for participants.

- e. **Design and implementation of a twinning program** fostering the exchange of knowledge, experience and good practices between different coal regions locally, regionally and globally. This includes designing the twinning program (eligible participants and activities, areas of interest, conditions for participation and timing, eligible costs); selecting and pairing stakeholders, monitoring of twinning progress, disbursing payment to participants for eligible costs. The twinning program funding will be sourced from multilateral and bilateral sources, outside of *the Forum* Secretariat resources.
- f. **Coordination of the work among different institutions**; building synergies with the work of the IBC, aiming at coherence of international and national entities' engagement in the sector, vetting the content/quality of outputs, their alignment with *Just Transition Good Practices* and monitoring compliance with deadlines.
- g. **Preparation of the Articles of Association**; defining a structure for a Board for managing the Forum in beyond the initial 3-year period, comprising an initial phase and Phase 2, that will have a wide representation of stakeholders, observes, its sustainability parameters, including funding and a permanent housing and/or host organization.
- h. **Preparing annual business plans** (including outputs and indicators) for Board approval.
- i. **Reporting to the Board** on expenditures against outputs and outcomes achieved, stakeholder outreach/engagement and communications strategies, and approving the participation of other donors/financial contributors to the Forum.

## C. Description of the Specific Activities

85. The Forum Secretariat will carry out the following tasks:

### Task 1. Project management

86. The Forum Secretariat will ensure progressive implementation of the Forum, organize a series of meetings and draft the Forum Secretariat's **reports** (Table 1), to be submitted via ETP Secretariat, as follows:

- a. Launch meeting, leading to the adoption of an **inception report**;
- b. **Quarterly progress reports** and discussions with the Governing body;
- c. First annual meeting, leading to the adoption of a **1st year Annual Report**;

- d. Second annual meeting, leading to the adoption of **2nd Annual Report**;
- e. Final meeting, leading to the adoption of a **3rd and Final Annual Report / the Final Report for the Project**.

**Table 1. Reporting Responsibilities of the Secretariat**

Timeline	Reports
3 months	Inception Report
Quarterly: 9 reports	9 quarterly Progress Reports
End of 1st year	Annual Report
End of 2nd year	Annual Report
End of 3rd year	Annual Report

## **Task 2. Stakeholder identification, management and monitoring, and engagement**

87. **Comprehensive stakeholder database:** Currently there is no comprehensive mapping or database of the coal phase-down stakeholders in the Region. The Forum Secretariat will be tasked to identify and contact the relevant stakeholders to build a comprehensive database of stakeholders covering the stakeholders affected by the decommission, early retirement and closing of coal-fired power plants and coal mines in Southeast Asian countries and maintain such a database up to date throughout the duration of the Grant. ETP will be the owner of the database.
88. A methodology for the stakeholder identification and codification of their development needs including bridging their knowledge gaps will be identified and ideally adopted by various partners contributing to the database and repository of stakeholder information. This database will be publicly available and serve as an asset and a public good to support coordinated approaches in the provision of technical and other assistance to the stakeholder communities. The World Bank has initiated a stakeholder assessment<sup>21</sup> in Indonesia, which will enable first inputs to the database and guide the alignment of the research methodology for the needs assessments.
89. The ILO has finalized an assessment of green jobs in energy in consultation with workers, employers and government which will provide additional information to the *Forum Secretariat* to enable public access through the open repository of data. In addition the ILO has finalized a scoping report of the impact of mining closure on jobs in Indonesia, the Philippines and Viet Nam<sup>22</sup> in consultation with stakeholders which will also add to the stakeholder engagement process.

<sup>21</sup>[https://mail.google.com/mail/u/0/?ogbl#advanced-search/from=yuchongn%40unops.org&subset=all&has=world+bank&within=1d&sizeoperator=s\\_sl&sizeunit=s\\_smb&query=from%3A\(yuchongn%40unops.org\)+world+bank/WhctKKXXJxnnzsKrhQCgMLVIRpHRqfKrHbkFWrtcGFsgxNSBtmJVGXmDRcCHgtQmldFdrl?project=1&messagePartId=0.2](https://mail.google.com/mail/u/0/?ogbl#advanced-search/from=yuchongn%40unops.org&subset=all&has=world+bank&within=1d&sizeoperator=s_sl&sizeunit=s_smb&query=from%3A(yuchongn%40unops.org)+world+bank/WhctKKXXJxnnzsKrhQCgMLVIRpHRqfKrHbkFWrtcGFsgxNSBtmJVGXmDRcCHgtQmldFdrl?project=1&messagePartId=0.2)

<sup>22</sup> [https://www.ilo.org/asia/publications/WCMS\\_845700/lang--en/index.htm](https://www.ilo.org/asia/publications/WCMS_845700/lang--en/index.htm)

90. Based on the experience of the EU initiative for coal regions in transition, relevant stakeholders include:
- a. National authorities, especially ministries dealing with the various aspects of the transition, e.g. energy, climate, environment, regional development, social affairs, etc.;
  - b. Regional and/or local authorities, depending on institutional setups;
  - c. Think tanks and academia interested in transition-related issues, e.g. energy, environment, climate, regional development, European cooperation, etc.;
  - d. NGOs and civil society organizations active in the fields of energy, environment, climate, local citizen engagement, community building, both at national, regional and local level;
  - e. Mining and coal companies and utilities, producer associations, both publicly owned and privately-operated.
  - f. Chambers of Commerce representing business and trade unions representing workers in sectors affected by the transition.
91. **Stakeholder Engagement:** In addition, the Forum Secretariat will regularly engage with all relevant stakeholders to keep these informed of activities conducted under the initiative and of any other information of interest for the stakeholders (e.g. study, guidance documents and knowledge products developed by Secretariat under the initiative or by any other partner of the initiative), as deemed relevant by ETP and other partners.
- a. **Communication Strategy:** For this purpose, the Forum Secretariat will devise a communication strategy, to be agreed with ETP before its implementation during the duration of the Grant. This communications strategy should include:
    - i. Creation and maintenance of an engaging, multilingual website, and social media Forums;
    - ii. A visual identity, using all relevant partners' logos, developed together with the communication unit of DG Energy. Further material based on the visual identity will be developed by the Forum Secretariat (for events, presentations, reports, videos, social media visuals, etc.);
    - iii. Social media material, both in English and in relevant local languages (Bahasa, Thai, and Vietnamese), that will be disseminated through the Forums own social media channels as well as the Project partners' social media accounts: e.g. social media accounts of the ETP, World Bank, PPCA, and EU, and other parties involved in the Forum, taking into account the social media preferences in concerned countries;



- iv. Production of at least 3 short videos , subtitled in English and in the relevant local languages, explaining the purpose of the initiative and of its activities, to be published on *the Forum's* website, the ETP's website as well as other Principals' website and social media;
  - v. Professional photo coverage of events and site visits, if any and upload selected photos for sharing on *the Forum's* website, the ETP's website, the other Principals websites, and relevant social media outlets;
  - vi. News and newsletters, to be published using ETP's communications processes, designed for this purpose.
  - vii. Implementation plan with a timeline of activities.
92. **The Inception report** will include a results-based monitoring framework with indicators, disaggregated by gender, for the work under this initiative and for monitoring the work and progress of the Forum Secretariat. This will include linkages to the work of the Global Forum and ETP's results-based monitoring framework.
- a. **Deliverables under Tasks 1 and 2:**
- i. Inception Report
  - ii. Launch meeting and report
  - iii. Database of stakeholders
  - iv. Communications plan
  - v. Implementation of Communications Plan
  - vi. Results-based Monitoring Framework in alignment with ETP's Results-based Monitoring Framework (See [Annex 5](#) for template)

### **Task 3. Event Organization and Logistical Support to Other Events**

93. The Forum Secretariat will be tasked with the provision of logistical support for the organization of events. The role of the Forum Secretariat will vary depending on the type of events. The terminology proposed below can be adjusted prior to the launch of respective types of events, subject to agreement of the ETP.<sup>23</sup>

#### **Task 3.1 Forum meetings**

94. The meetings consist of relatively large events (up to 300 participants), open to all the stakeholders of the initiative. They will serve the purpose of sharing the state-of-play and progress of the transition in participating coal regions in Southeast Asia, as well as sharing transition-related experiences and good practices, originating from the regions or from other areas in the world. Therefore, they will have both a political and technical dimension. Forum meetings will aim at achieving a balanced participation, in terms of countries/regions, but also types of

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<sup>23</sup> Significant restrictions on travel are in place across Southeast Asia due to the Covid-19 pandemic. In the absence of certainty as regards the evolution of the situation, the tenderer needs to consider options to the organization of events. Digital options for organizing events should not prevent the use of interpretation nor restrict the number of expected participants.

stakeholders. Forum meetings will be organized once per year by the Forum Secretariat, at a place and date agreed with the ETP. Forum meetings<sup>24</sup> will be tailored to the needs of the participating countries. The Forum Secretariat will be responsible for the following aspects of the organization of Forum meetings:

- a. Venue and logistical arrangements
- b. Interpretation / translation in at least 4 languages (including English, Bahasa, Thai, and Vietnamese, among other languages required);
- c. Designing the agenda of the meeting;
- d. Contacting stakeholders and managing registrations;
- e. Contacting speakers and collecting confirmations, presentations, etc;
- f. Reimbursing travel and accommodation costs for participants;<sup>25</sup>
- g. Reporting on the meetings.

### **Task 3.2. Local workshops**

95. The workshops will consist of small-scale events (up to 100 participants), organized in a specific region/area and open to stakeholders of the initiative with an interest in this specific region/area. They will serve the purpose of raising awareness about the transition at the local level, allowing for a broader participation of local stakeholders than Forum or Academy meetings, as well as sharing experiences and good practices from other regions relevant to the specific issues and challenges faced by the benefitting region/area. They will be held in the local language, with interpretation for speakers that do not speak the local language, when necessary.

- a. Local workshops will be organized by the Forum Secretariat, at a place and date agreed with the Granting authority. The Forum Secretariat will organize at least 5 local workshops, at least one local workshop in Indonesia, Viet Nam, the Philippines, Malaysia, and Thailand. Other country representatives and stakeholders from South Asia and East Asia will be invited to observe the activities of the Global Forum under separate supplementary funding.<sup>26</sup> The Forum Secretariat will be responsible for the following aspects of the organization of Forum meetings:
  - i. Venue and catering;
  - ii. Interpretation / translation in at least 2 languages (including from English to local language);
  - iii. Designing the agenda of the meeting;
  - iv. Contacting stakeholders and managing registrations;

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<sup>24</sup> Precedents for the organization of Forum meetings can be found in the Global Forum established for Ukraine and the Western Balkans. See: [EU initiative for coal regions in transition](#).

<sup>25</sup> Travel and accommodation costs are to be covered for participants coming from public sector organizations and civil society organizations only, according to a methodology to be designed and implemented by the Forum Secretariat, preventing double funding (e.g., in case an institution is already supported by another project). Participants coming from the private sector (e.g., businesses) should cover their own costs.

<sup>26</sup> The World Bank will use resources from its Forum for Indian Coal Knowledge (PICK), to be chaired by the Ministry of Coal, and include sponsorship of delegates to *the Forum*.

- v. Contacting speakers and collecting confirmations, collating and publishing presentations.
- 2) In case of the local workshops, participants' costs will not be reimbursed, while those incurred by speakers or facilitators from another country/region can be reimbursed using international and local Daily Subsistence Allowance (DSA) rates, as applicable.

### **Task 3.3. Academy meetings**

96. The Academy meetings will consist of training and capacity-building events organized for a medium-sized audience (up to 100 participants) composed of representatives from the relevant stakeholder groups. Academy meetings will be organized mainly by the Principals, with inputs from all other partners to the initiative, including of the Forum Secretariat. Therefore, the Forum Secretariat will be responsible for the following aspects of the organization of meetings:
- a. Providing inputs on the agenda of the meeting, based in particular on the specific knowledge of the needs and interests of stakeholders acquired through other events organized by the Forum Secretariat;
  - b. Contacting stakeholders and managing registrations;
  - c. Contacting speakers and collecting confirmations, presentations, etc.;
  - d. Reimbursing travel and accommodation costs for participants.
97. As the Forum Secretariat will not be the main entity responsible for the organization of Academy meetings, these are not to be considered deliverables under this Grant. However, it is foreseen that the Forum Secretariat should allocate resources for up to 3 academy meetings per year throughout the duration of this Grant.

#### **Deliverables under Task 3:**

- 1) 3 Annual Forum Meetings over the Project implementation period of 3 years
- 2) At least 5 Local Workshops, each year
- 3) At least 3 Academy Meetings, each year

### **Task 4. Design and Implementation of a Twinning Program**

98. The Forum Secretariat will design and implement a twinning program aimed at fostering the exchange of knowledge, experience and good practices between EU coal regions and coal regions in Southeast Asia. The twinning program will target public authorities (national, regional, local) as a matter of priority, but could also cover other types of stakeholders, when relevant. All the steps entailed in this assignment will require due consultation and prior validation of ETP:
- a. Designing the twinning program (i.e., eligible participants and activities, areas of interest, conditions for participation and timing, eligible costs, etc.);
  - b. Running the call for expression of interest, leaving sufficient time for stakeholders to apply;
  - c. Selecting and pairing stakeholders, based on the preferences and areas of interest of applicants;

- d. Proposing and approving detailed programs for each twinning, based on the areas of interest mentioned by participating countries/ regions.
- e. Collecting and approving documents proving that the program was duly and fully implemented;
- f. Disbursing payment to participants for eligible costs.

**Deliverables under Task 4:**

- 1) Design of the twinning program and development of the procurement documents
- 2) Call for expression of interest and selection of pairs
- 3) Twinning program
- 4) Twinning deliverables

## **D. Implementation Modality and Arrangements**

99. The Forum Secretariat is funded through ETP's grant resources and the services for the Secretariat are sourced using UNOPS guidelines for procurement of services and/or recruitment of personnel to provide the resources (the Forum Secretariat). The Personnel of the Secretariat will be engaged on the basis of the following principles:
- a. All personnel engaged have the expertise in the required areas under the Project as defined in the specific Terms of Reference and in the pertinent to the topical areas pertinent and related to just energy transition in Southeast Asia;
  - b. All personnel possess the experience with operating an international Secretariat, including information exchange and convening parties with widely different viewpoints and knowledge levels;
  - c. All personnel have prior relevant contextual understanding of the Southeast Asian energy sector developments, challenges and opportunities in energy transition, in the stages of energy transition experienced by the Region's countries;
  - d. All personnel have prior experience with conducting successful knowledge management event organization and conducive integration of partnerships and stakeholders under a common forum and with development of shared viewpoints and objectives campaign; and
  - e. All personnel are comfortable with public speaking, outreach and collectively can contribute to *the Forum's* capacity to bring in a significant audience of estimated 200 stakeholders to the meetings, instigating active stakeholder participation, such as leaders, movers, and opinion leaders, as well as stakeholders at all levels in the public and private sectors and civil society.
100. **Logistics of the Forum:** Given the global dominance of coal production and consumption within Southeast Asia, it is proposed to deliver this *Forum* be delivered via ETP and the Principals be embedded within the ETP Steering Committee, take advantage of the World Bank's Singapore Infrastructure Hub

through in implementation processes, and utilizing World Bank frontline infrastructure in South Africa, Columbia, Central Asia and elsewhere to ensure all coal regions globally remain eligible to participate. A proposed Secretariat is foreseen to be established in Bangkok at the UN Building premises, with field officers in priority countries. The learning academy events are organized in Singapore, using the World Bank's logistical infrastructure.

## **E. Procurement Administration Timeline**

101. The Forum Secretariat is expected to start activities in the third quarter of 2022. The Project will operate for 3 years and complete in November 2025, subject to semi-annual reviews and mid-term evaluation in December 2023. The work under the Project will be post-evaluated at the completion.

## Annex 4: IKI-JET and the Forum Coordination Plan

<u>Asia Just Coal Transition Forum (the Forum)</u> Components	<u>IKI-Just Energy Transition (IKI-JET)</u> Components	Coordination Action
<p><b>Component 1</b> – Creating an <b>open Forum</b> allowing for a region-wide, multi-stakeholder <b>dialogue</b> and providing a space for sharing experience, knowledge and best practices on transition related issues between coal regions Southeast Asia.</p>	<p><b>Output 2 under IKI-JET</b> <b>International Policy Dialogue</b> enables increased participation by governments, social partners and stakeholders in developing regions and countries in the global effort to set out an effective policy framework and achieve a Just Transition in connection with the phase-out of coal.</p>	<ol style="list-style-type: none"> <li>1. <b>Geographical scope</b> of Forums overlaps only in two countries (Indonesia, Viet Nam).</li> <li>2. <b>IKI JET Dialogue series</b> can carry out policy discussion <b>under the auspices of the Forum</b> and vice versa.</li> <li>3. <b>Joint policy dialogue forums</b>, e.g. the Forum developing a Southeast Asia session at IKI JET Annual dialogue weeks or IKI JET hosting a technical dialogue on JET policies at the Forum.</li> <li>4. <b>IKI-JET</b> knowledge hub will source and integrate knowledge products from third parties, e.g. Southeast Asia and Europe, with generated <b>knowledge products to be featured at ETP-the Forum</b>.</li> <li>5. <b>The Forum to consider co-funding IKI-JET</b> knowledge hub (implemented by IISD in case of IKI-JET) to integrate the same services for the Forum community.</li> <li>6. <b>Shared use of and participation in the open Forums for dialogue.</b></li> </ol>

<p><b>Component 2</b> - Building <b>peer Forums</b> as a way of fostering exchange and transfers of knowledge, experience, and best practices on transition-related issues</p>	<p><b>Output 1. International Network</b> under IKI-JET: Peer-to-peer knowledge exchange and experience sharing (#1)</p> <p>The <b>International Network</b> provides Peer-to-peer knowledge exchange and experience sharing across the participating coal regions, in communities of practice or working group settings with a strong focus on reference cases.</p> <p>The <b>knowledge exchange</b> will provide an opportunity for regional practitioners to connect with peers and other stakeholders on policies, examples, tools, experiences etc.</p> <p>The knowledge exchange will provide an opportunity for regional practitioners to connect with peers and other stakeholders on policies, examples, tools, experiences etc. The development, improvement, acceleration, and replication of Just Energy Transition action will be supported, empowering local stakeholder to address domestic Just Transition challenges.</p>	<ol style="list-style-type: none"> <li>1. Geographical scope of Forums overlaps only in two countries, so risk of duplication is not high.</li> <li>2. <b>IKI JET Peer-to-Peer</b> formats will facilitate (moderated) exchange between a limited number of individuals, so it might be the case that IKI Jet cannot accommodate all interested individuals and could <b>refer them to the formats set up by ETP ACT</b>.</li> <li>3. Provision of support through knowledge programs to the peer Forums by both <b>the Forum and IKI-JET will be coordinated by topic and by increasing stakeholder numbers</b>.</li> </ol>
<p><b>Component 3</b> - Building capacity of relevant stakeholders on transition-related issues through a <b>learning academy</b> providing dedicated training on governance, community engagement, environmental reclamation, repurposing of land and assets,</p>	<p><b>Output 1. International Network</b> under <b>IKI-JET</b>:</p> <p>Training programs for JET practitioners and policy makers (#2)</p> <p>The training program will strengthen the capacities of representatives from the target group on foundational topics and selected policy</p>	<ol style="list-style-type: none"> <li>1. <b>Common knowledge and training repository</b></li> <li>2. <b>Joint training programs</b> (as above);</li> <li>3. <b>Shared educational modules</b> and aligning methodologies.</li> </ol>



	<p>areas for Just Energy Transition. It will be facilitated by the ILO International Training Center.</p> <p><b>Output 3: Knowledge Hub</b></p> <p>A <b>Knowledge Hub</b> on just energy transition for coal is operational as a public <b>online Forum</b> producing, collecting and disseminating knowledge products amongst interested stakeholders, focusing on stakeholders, social partners and experts at the global, regional, national and local level. The Knowledge Hub on the just energy transition for coal will serve an online Forum producing, collecting, and disseminating knowledge products amongst social partners, stakeholders and experts.</p>	<p>4. ILO will tap into the material developed for the learning academy of the EU-funded Coal regions Initiative for Western Balkan and Ukraine, as well as its own training materials which is also one of the sources of learning modules for the Forum.</p>
<p><b>Component 4 - Designing technical assistance</b> in the form of expert support to develop transition roadmaps to be used and implemented by relevant public authorities.</p>	<p><b>Output 1. the International Network under IKI-JET:</b></p> <p>In-country technical assistance and capacity building for participating JET regions (#3)</p> <p>International Network can, to a limited extent, support selected participating regions via small scale, tailored and needs-oriented technical assistance and capacity building measures. (Subject to considerations of donors and funding availability).</p> <p>Support will be mainly offered in the thematic fields of competence of the implementing partner-organization. The specific topics of CB and TA will be demand oriented and determined</p>	<p>1. TA under IKI-JET is limited, complementary activities are required.</p> <p>2. The Forum to serve as a coordination board between development partners offering TA.</p> <p>3. Specific TA needs detected by IKI-JET, that IKI-JET address cannot be passed on to the Forum for sharing with the donor community.</p> <p>4. Sharing or joint development of methodologies.</p> <p>5. Engagement in preparation of the</p>

	with the target groups of the regions.	roadmaps; provision of support as identified under the roadmaps.
<b>Component 5- Designing and implementing a twinning</b> program for exchange of knowledge and experience and good practices between different coal regions locally, regionally and globally.	Twinning as such is not supported by the <b>IKI-JET, but there could be similarities with the Communities of practice</b> under  <b>Output 1. International Network</b> under IKI-JET: Peer-to-peer knowledge exchange and experience sharing	n/a
<b>Component 6</b> - Coordination and support to access to <b>financing for transition projects or programs</b> , based on various available sources from the community of development partners and external funders	Not foreseen in <b>IKI-JET Forum</b>	<ol style="list-style-type: none"> <li>1. IKI-JET would invite ACT Forum to coordinate finance <b>for just transition projects, as and where required.</b></li> <li>2. <b>Financing needs detected by IKI-JETs would be passed on to</b> ACT Forum and the participating finance institutions.</li> </ol>

## Annex 5: Results Framework Template for Project Implementation (Draft)

ETP Results	Project Output(s)	Indicator	Target	Data Source and Means of Verification
<b>Impact: Reduced GHG emissions in alignment with Paris Climate Agreement and selected SDG indicators</b>				
<b>Long-Term Outcome:</b> Just Transition Headline Indicators related to Social Exclusion; Joblessness; Health; and Income and Regional Cohesion <sup>27</sup>				
<b>Intermediate Outcome (By 2030)</b>	4. Identification of socio-economic groups within Southeast Asia standing to be affected by coal phase down; development of an understanding of their forthcoming transitional support needs; engaging these socioeconomic groups with learning and with support programs, providing an interface for donors, governments with stakeholder communities.	IN 4-01 - Identification of stakeholder communities, their needs, knowledge levels, and facilitating improved knowledge on just transition and the ability to engage with the state, donor, and private sector parties enabling just transition programs to support fair and equitable transition.	N/A	At least 80% respondents report an improved understanding of Energy Transition topics relevant to just transition.
<b>Outcome area 4. Increased development of and accessibility of knowledge of Just Transition Issues</b>				
<b>Short-Term Outcome 4.1 by 2025</b>	1 Enabling space for sharing, knowledge and best practices on energy transition and coal phase down	Regional Stakeholder Country Stakeholder Events	Recurring Annual meetings began under Phase 1	Forum work plan Results reports
By 2025, there is an increased level of knowledge and awareness on environment and climate issues among the consumers that is driving the demand for clean energy solutions	2 Peer Forums	Peer Forums established for exchange and transfer of knowledge on energy transition issues	Peer Forums established by the end of 1st year, with recurring events calendar	Events' records and calendar
	3. Stakeholder database	Stakeholder database with codification of needs, disaggregated by gender	Stakeholder data repository	Open public facing database
	4. Learning Academy	Learning academy to provide training on governance, engagement, transition issues, tools and concepts, with focus on impact on various stakeholder demographic, particularly women	Learning academy established with linkages to Global coal phase down learning institutions	Online learning tool.
	5. Technical assistance Roadmaps for support to for transition	Expert support for preparation of TA roadmaps	Roadmaps prepared during the 1st phase	Roadmaps provided to public authorities for implementation
	6. Increased stakeholder awareness of coal phase down issues	Stakeholder communications strategy document, ensuring pertinent communication strategies for the various demographic groups, particularly women in local languages of the region	Communications Strategy approved within initial stage	<a href="#">Knowledge, attitude, practice and belief (KAPB)</a> surveys 2023 and 2025

<sup>27</sup>[https://ec.europa.eu/environment/enveco/growth\\_jobs\\_social/pdf/studies/JustTransition\\_Indicator\\_Paper\\_final\\_clean-2021.pdf](https://ec.europa.eu/environment/enveco/growth_jobs_social/pdf/studies/JustTransition_Indicator_Paper_final_clean-2021.pdf)