

# Global Shield Solutions Platform

## Rules of Procedure for the Strategic Committee

VERSION 2.0, FEBRUARY 2026

# Versioning

<b>Version</b>	<b>Authors</b>	<b>Amendments</b>	<b>Date</b>
<b>0.1</b>	Annette Detken / Karsten Löffler	Creation of the GSSP Rules of Procedure for the Strategic Committee	January 2023
<b>0.2</b>	Annette Detken / Karsten Löffler	Amendments as suggested by (future) Contributors after Introductory Strategic Committee Meeting Jan 24, 2023	March 2023
<b>0.3</b>	Annette Detken / Karsten Löffler	Amendments as discussed in meeting on Mar 21, 2023. Added definitions and relations to CSC and TSC.	May 2023
<b>1.0</b>	Annette Detken / Karsten Löffler	Adopted by the GSSP Strategic Committee	31 May 2023
<b>1.1</b>	Annette Detken / Karsten Löffler	Amendments as discussed in meeting on Sep 26, 2023. Added SC no-objection on earmarked contributions.	October 2023
<b>2.0</b>	Annette Detken / Karsten Löffler	Inclusion provisions for GSSP Secretariat Addition of proxy form Other small updates	February 2026

## Definitions

Administrative Support Function	The Administrative Support Function to the GSSP Strategic Committee. It is hosted by Frankfurt School of Finance & Management (FS)
Administrative Supporter (AS)	The individual who is assigned as the Administrative Support to the GSSP Strategic Committee
Advisers	Individuals who can assist Members
Aide	An individual who is supporting the Administrative Supporter
Circular Resolutions	Resolutions that will be made in writing by circular procedures outside of meetings
Concept Note(s)	Proposal outlines received by the GSSP as a result of a call for proposals
Country Steering Committee (CSC)	Technical Committee that governs technical and operational issues for respective country programmes
Draft Resolutions	Resolutions that are tabled for decision making
Full Proposal	Proposals received by the GSSP from shortlisted partners
Global Shield against Climate Risks (GS)	The overarching initiative that aims to provide and facilitate more and better pre-arranged protection against climate and disaster related risks for vulnerable people and countries.
Global Shield Solutions Platform (GSSP)	Financing vehicle under the Global Shield that is governed by these Rules of Procedure.
Global Shield Secretariat (GS Sec)	The body serving all Global Shield stakeholders. It facilitates the development of country Requests for Support, knowledge management, tracks progress in achieving the objectives of the Global Shield against Climate Risks, enhances its visibility, and advancing the Climate and Disaster Risk Finance and Insurance policy agenda.
Guests	Participants in a meeting who are invited specifically for the purpose of making a technical contribution
Members	Institutions that are Members of the GSSP Strategic Committee, voting and non-voting
Observers	Participants in a meeting who are permanently invited to follow the GSSP Strategic Committee Meetings.
Quorum	The minimum attendance required to make decisions
Representatives	Individuals nominated by Member institutions to represent their institution on the GSSP Strategic Committee
Resolutions	Decisions that the GSSP Strategic Committee takes

Strategic Committee (SC)	Committee that oversees the GSSP and the GS Secretariat
Thematic Steering Committee (TSC)	Technical Committee that governs technical and operational issues of respective thematic programmes
Voting-member	Voting member of the GSSP SC

## **1. Preamble**

The Strategic Committee (SC) of the Global Shield Solutions Platform (GSSP) provides oversight of GSSP as well as the Global Shield Secretariat (GS Sec). These Rules of Procedure for the SC include a section on the rules and procedures of the Global Shield Secretariat. Alignment and coordination between the GS Sec and the Financing Vehicles (i.e., GSSP, the Global Shield Financing Facility, and the CVF/V20 Joint Multi Donor Fund) are key to achieving the overall Global Shield objectives. These Rules of Procedure therefore reflect the interconnected nature of the Global Shield governing structure.

## **2. Members and Secretariat**

Voting-members and Non-voting members to the SC are the institutions listed in Annex 1.

Each Member shall designate up to two Representatives. If a Member designates only one Representative, one alternate Representative should be designated.

Representatives can be assisted during the meetings by Advisers, whose names and functions are to be communicated to the Secretariat ahead of meetings.

The Administrative Support Function for the SC is assigned to Frankfurt School of Finance & Management (FS). FS appoints a Representative to serve as Administrative Support (AS) of the SC. The AS may assign an Aide to assist in and support the performance of the AS' duties. The support is limited to the taking of minutes, organisational, and administrative assistance.

## **3. Quorum, Resolutions, Voting Procedures**

At least 50% of the SC Members must be represented at a meeting to constitute a Quorum. The existence of a Quorum will be verified by the AS at the beginning of the meeting and at the time of the adoption of any Resolution.

Each Voting-member has one vote, independently of the number of Representatives assigned. Voting-members may transfer their voting right to another Member by granting a proxy. The proxy form must be submitted to the AS in advance of any Resolution (cf. Annex 2).

Members may abstain from voting on Resolutions. In this case, the abstention is noted in the meeting minutes.

Decisions may also be made by Circular Resolution. In this case, Voting-members shall cast their vote in writing by the date set by the AS. The voting period shall be a minimum of ten (10) and a maximum of fifteen (15) working days. Non-participation in the vote shall be counted as abstention.

Decisions should be made by consensus. Consensus does not require unanimity. A Member of the SC who wishes to express a dissenting view without blocking a decision may abstain from voting and raise an objection which shall be recorded in the minutes of the meeting or, in the case of a Circular Resolution, by a written statement.

If no consensus is reached, the proposed Resolution shall be adjourned or withdrawn. In the event of a Resolution being adjourned, a vote by simple majority may take place at the earliest after fifteen (15) working days.

#### **4. Meetings, agenda, observers, and guests**

The SC shall hold at least two annual meetings, depending on needs and requests by Members. If some or all Members are unable to attend in person, the Secretariat will provide options to join meetings by telephone or video conference.

Meetings of the SC shall be convened by the AS. The AS will share an annual meeting plan. Additional meetings may be set up by the AS with fifteen (15) working days' notice.

A draft agenda and draft resolutions (incl. supporting documents) will be circulated by the AS ten (10) working days in advance. Additions to the agenda are possible up to five (5) working days before a meeting. Unless one Member objects, the SC is free to put additional topics on the agenda at a Meeting. The agenda for SC meetings will be split in Part One for matters related to the GS Sec according to paragraph 5, and Part Two for matters related to GSSP according to paragraph 6.

The SC can decide to invite Observers and Guests to attend SC meetings in whole or in part. At short notice, Voting-members can request additional Observers and Guests, subject to non-objection by other Members within two (2) working days. A signed Non-Disclosure Agreement made available to the AS one day before an SC meeting is a prerequisite.

The Head and the Co-Head of the GSSP management are standing Guests to the GSSP SC unless GSSP SC members vote with simple majority to conduct the meeting or parts of it in the absence of the Head and / or the Co-Head of the GSSP management. Further GSSP management team members can participate as required.

For matters regarding paragraph 5, the Director and the Team-Lead of the GS Sec are standing Guests to the SC unless SC members vote with simple majority to conduct the meeting or parts of it in the absence of the Director and / or the Team-Lead of the GS Sec. Further GS Sec team members can participate as required.

The participation of Observers and Guests, with the exception of the Head and Co-Head of the GSSP management, shall be limited to those agenda items that do not relate to:

- a. engagements of the SC with commercial and personal data or information shared by public or private entities with the GSSP management prior to the submission of Concept Notes and Full Proposals;
- b. engagements of the SC with commercial and personal data or information shared by public or private entities with the GSSP management prior to the submission of binding quotations, bids or offers for delivery of goods and / or the performance of services.

The AS or its designated Aid shall draw up minutes of every meeting. It will send the minutes to all SC members for comments no later than fifteen (15) working days after the respective meeting. Silence shall be deemed as consent if SC members have not submitted feedback

to the AS within fifteen (15) working days after distribution of the draft minutes.

## **5. Competencies and Responsibilities of the Strategic Committee with respect to the Global Shield Secretariat**

With respect to the Global Shield Secretariat, the SC shall

1. provide strategic oversight to the GS Sec to ensure alignment with the objectives and operational priorities of the Global Shield against Climate Risks (GS);
2. review the GS Sec's past annual work programme, institutional roadmaps, and progress reports, including the GS Sec's contribution to the Global Shield monitoring and evaluation framework and approve the GS Sec's next annual work programme;
3. define key performance indicators for the effectiveness and performance of the GS Sec and the format of regular reporting
4. initiate independent evaluations as deemed necessary;
5. ensure that the GS Sec is adequately equipped in terms of financial resources to fulfil its mandate and deliver on its assigned functions;
6. approve strategic-level decisions concerning the institutional development of the GS Sec, including relevant adjustments to structure, responsibilities, or operating modalities;
7. provide no-objection to grants above a volume of EUR 216,000 (while being kept informed about all supported decisions).

## **6. Competencies and Responsibilities of the Strategic Committee with respect to GSSP as financing vehicle**

With respect to GSSP as a financing vehicle, the SC shall

- i. oversee and approve GSSP principles, policies, and implementation standards as outlined in the Inception Report and in line with Global Shield principles; adopt the annual report;
- ii. decide on any matter that is of strategic importance to the operation of the further development of the GSSP. This includes but is not limited to actions that substantively alter or modify the scope, scale, or mode of its operation and targets;
- iii. approve the scope of country support;
- iv. approve the focus and launch of Thematic Windows in line with the framework conditions set by the Global Shield Coordination Hub;
- v. provide no-objection on earmarked contributions to Regional Programmes under Thematic Windows (while being kept informed about all planned measures);
- vi. GSSP Component 1: Research & Education
  - provide no-objection to grants above a volume of EUR 216,000 (while being kept

informed about all supported decisions);

- vii. GSSP Component 2: Concept and Solutions Development, and Component 3: Implementation support
  - In case of direct commissioning, limited competitive bidding, and open tendering, give its approval based on GSSP management's recommendation;
  - In case of calls for proposals
    - give its no-objection to the shortlisted Concept Notes<sup>1</sup> based on the assessment and recommendation by the GSSP management and the respective Country / Thematic Steering Committee.
    - give its approval to Full Proposals submitted by partners that were invited to do so in case no consensus is reached on a Resolution in the respective Country / Thematic Steering Committee. In this case, the SC shall give its approval to Full Proposals based on the assessment and recommendation by the GSSP Management. ;
    - SC Members or designated representatives of their institution will be given the opportunity to take part in a non-decision-making technical preparatory meeting before the decision-making has been initiated. SC Members will be kept informed about the selection process in case of calls for proposals and receive a project update after final approval by the respective Country / Technical Steering Committee;
- viii. Additionally for Component 3: Implementation support
  - give its final approval to all implementation support based on GSSP management's and the respective Country / Thematic Steering Committee's recommendation.
- ix. SC members may at any time opt to become Observers to Country / Thematic Steering Committee meetings.

## **7. Confidentiality**

SC meetings are confidential. SC members, advisors, Country / Thematic Steering Committee members, Observers, and Guests are obliged to treat information relating to matters dealt with by the SC as confidential, unless the SC agrees otherwise. This includes SC meeting minutes, agendas, reports to the SC and associated documents and information contained in those documents.

The obligation to maintain confidentiality continues to apply after a member has left the SC for a duration of one year. This provision does not prevent SC members from seeking confidential legal, accounting, financial or other professional advice from independent experts to assist the SC in the performance of its duties or to provide information that is already in the public domain or required to be disclosed to meet legal obligations.

Prior to their first participation in an SC meeting, technical preparatory meeting, CSC or

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<sup>1</sup> Concept Notes that were filed with the GSSP management as a result of a call for proposals.

TSC meeting, participants are obliged to sign a confidentiality declaration.

## **8. Conflicts of Interest**

All SC members are required to report to the SC any actual or potential conflicts of interest and must report promptly any conflicts of interest that have not been previously disclosed.

SC members are obliged to disclose to the SC the name of each business or non-profit organisation in which he / she, his / her spouse, or any close family member is a beneficiary who has or who can reasonably be expected to have a material interest in any proposed or existing contract, transaction, or arrangement with the GSSP as soon as the fact becomes relevant.

The SC may approve transactions involving a conflict of interest with the approval of an impartial majority of the SC, provided that such vote is made in good faith and after full disclosure as described above.

## **9. Revisions of and amendments to the Rules of Procedure**

Revisions of and amendments to these Rules of Procedure may be proposed by any member of the SC. They are to be submitted to the Strategic Committee for deliberation and final decision, which should be made only by consensus.

## **10. Entry into force**

These Rules of Procedure shall enter into force on 1 January 2026.

# Annex 1 – List of voting and non-voting members

Voting-members (including part one and two of the agenda) are the representatives of the contributing partners including the V20, subject to a minimum financial contribution in the amount of three (3) million euros for partners that contribute financially. Contributing partners only contributing to a Regional Programme under a Thematic Window will not be voting-members. As of 1 January 2026, voting members are the representatives nominated formally by the following institutions (in alphabetical order):

- Danish Ministry of Foreign Affairs
- European Union DG INTPA and  
European Union Delegation to the African Union
- French Ministry for Europe and Foreign Affairs and  
French Ministry of the Economy and Finance
- German Federal Ministry for Economic Cooperation and Development
- Irish Department of Foreign Affairs and  
Irish Department of the Environment, Climate and Communications
- Luxembourg Ministry of Foreign and European Affairs
- V20 Secretariat

As of 1 January 2026, non-voting members are the representatives nominated formally by the following institution(s) (in alphabetical order):

- Frankfurt School of Finance & Management gGmbH

Standing guests for Part One of the Agenda according to paragraph 4 (in alphabetical order):

- Canada: Global Affairs Canada
- Japan: Ministry of Foreign Affairs
- UK: Foreign, Commonwealth and Development Office

# Annex 2 – Proxy Voting Authorisation Form

Global Shield Solutions Platform (GSSP) / Strategic Committee

## 1. Details of Voting-member Granting Proxy

Strategic Committee Member	
Name of representative	
Position / Title	
E-Mail	

## 2. Details of Proxy-holder

Strategic Committee Member	
Name of designated proxyholder	
Position / Title	
E-Mail	

## 3. Scope and Validity of Proxy

By signing this form, the undersigned hereby authorises the above-designated proxyholder to vote on behalf of their institution in the meeting(s) of the Strategic Committee of the Global Shield Solutions Platform, including but not limited to decisions made by Circular Resolution.

This proxy is valid for (please tick applicable box):

A specific meeting scheduled for:

All Strategic Committee resolutions and votes from            to

Circular Resolution dated:

## 4. Declaration and Signature

I hereby declare that I am an authorised representative of the Voting-member institution listed above and that I have the authority to grant this proxy in accordance with the GSSP SC Rules of Procedure. I acknowledge that the proxyholder will exercise voting rights on behalf of my institution as if they were my own.

**Signature of Authorising Representative:**

**Name (printed)**

**Date**

\_\_\_\_\_  
**Signature**

**► Submission Instructions:**

This completed form must be submitted to the Administrative Support Function in advance of any vote or Resolution for which the proxy is to be valid.