**New Membership Note**

The Coalition of Finance Ministers for Climate Action

***November 24, 2020***

Background

New Members are welcomed to the Coalition consistent with the Organization and Governance Charter (October 2020) and an Explanatory Note to the Organization and Governance Charter (as updated from time to time – most recent version: October 2020).

Key provisions include (more detail in Annex 1):

* The Coalition consists of Finance Ministers, given their mandate over economic, fiscal and financial policy.
* Membership to the Coalition is obtained by a membership request by the Finance Minister and a confirmation by the Coalition.
* Members endorse the Coalition’s Helsinki Principles when becoming a member and commit to actively contribute to the objectives of the Coalition.
* Ministerial involvement reflects political engagement for climate action by: i) providing guidance on strategic directions and work priorities; ii) undertaking outreach in international forums; iii) engaging in dialogue with stakeholders; and iv) communicating to the public.

Steps

Having decided to join the Coalition based on: (a) political commitment to addressing climate change also through economic, fiscal and financial policy, (b) readiness to share knowledge and provide mutual support, Membership is obtained by:

**Step 1:** Endorsing the six Helsinki Principles through the submission to the Secretariat of the endorsement form signed by the Minister of Finance (template in Annex 2).

**Step 2:** Nominating a Sherpa through the submission of the Sherpa nomination form (template in Annex 3).

**Step 3:** Receiving confirmation of Membership by Coalition Members on an absence-of-objection basis.

**Step 4:** Standing ready to complete surveys, participate actively in the work program under at least one of the Helsinki Principles, and engage in Sherpas and Ministerial meetings, as well as other efforts of the Coalition.

Annex 1

**From the Organization and Governance Charter:**

**Membership**

The Coalition consists of Finance Ministers, given their mandate over economic, fiscal and financial policy.

Membership to the Coalition is obtained by a membership request by the Finance Minister and a confirmation by the Coalition. Finance Ministries that have joined the Coalition are referred to as ‘Member Countries’ or ‘Members’.

Members endorse the Coalition’s Helsinki Principles when becoming a member and commit to actively contribute to the objectives of the Coalition.

A Member may resign from the Coalition through a written notice by the Minister of Finance addressed to the current Co-Chairs.

**Role of Members**

Ministerial involvement reflects political engagement for climate action by: i) providing guidance on strategic directions and work priorities; ii) undertaking outreach in international forums; iii) engaging in dialogue with stakeholders; and iv) communicating to the public.

Members periodically review the Coalition’s overall objectives and setup; endorse annually the ‘Work Programme’, give strategic direction and review progress and performance of the Coalition’s work. Members also approve reports and statements released by the Coalition. Each Member nominates a Sherpa and an Alternate to solely represent the Member. Sherpas are tasked to fulfil the Work Programme, manage the technical work and prepare the Ministerial meetings.

Members commit to contributing actively to the Coalition’s work and dedicate resources to support their participation. Members are expected to actively communicate on commonly agreed messages and the Coalition objectives, as well as raise the awareness on the work domestically and in international fora; and participate in regional and other events that promote Coalition objectives.

**From the Explanatory Note to the Organization and Governance Charter:**

**1. Membership**

As is common in international fora, ‘Ministers of Finance’ broadly refers to Ministers or Secretaries leading government departments with responsibility for economic policy, planning, public finances and financial systems. It is recognized that mandates of ‘Finance Ministries’ vary across countries. In some countries, the portfolio of Finance Ministers may not include functions such as financial regulations or economic policy planning. Reflecting their portfolio, they may be called Ministers of ‘Finance and Economy’, Ministers of ‘Finance and Planning’, or Ministers of ‘Economy’.

A commitment to the objectives of the Coalition is a crucial part of membership. A willingness to contribute and progress the Coalition’s objectives is confirmed and demonstrated through active participation in Helsinki Principle Working Groups and through active cooperation with other member states on pursuing the Coalition objectives as set out in the Action Plan. In this context, responding to the questionnaires (surveys) on the Helsinki Principles is a key demonstration of engagement.

‘Members’ refers to Finance Ministries of participating countries. Ministries are represented by Ministers and Sherpas. If the Finance Minister is unable to participate, she/he will be represented by the Vice-Minister or State Secretary in a usual way. In some cases, the Sherpa has been specially mandated and deputized by the Ministers. While national practices differ, Sherpas should represent sufficient seniority. Sherpas should also represent continuity.

Membership is valid until a Member resigns from the Coalition by a written notice signed by the Minister of Finance. The resignation note is addressed to the Co-Chairs of the Coalition with a copy to the Secretariat and Sherpa Co-Chairs.

Membership can also end due to a breach towards the Coalition. This can be, for example, a malicious

act against the Coalition and its objectives.

**2. Role of Members**

Highest-level representatives of Members are Finance Ministers. Sherpas are senior officials designated to represent the Minister while ensuring the Minister’s full engagement. If Ministers’ views are needed in order to advance the Coalition’s work in between Ministerial meetings, Sherpas are expected to manage this.

Each Member is expected to appoint an expert in at least one of the Work Streams. This does not mean the Sherpa himself/herself, but a professional expert of that particular field of work in the Ministry. Engagement and dedication of resources do not mean that extensive human resources need to be appointed. Still, the active involvement of Sherpas and sufficient engagement in the key work areas is expected. It is recognized that Finance Ministries are in the process of developing competencies on climate matters.

Annex 2 – Helsinki Principles Endorsement Form

We are pleased to announce that **[COUNTRY NAME]** is joining the **Coalition of Finance Ministers for Climate Action.**

We hereby endorse the **Helsinki** **Principles**and agree to operate within our national framework, competencies, and mandate to support the Principles.

**[Signature of the Minister]**

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**[Name of Minister]**

**[Name of Ministry]**

**[Country Name]**

**DD/MM/YYYY**

Please return the completed form via email to the Secretariat of the Coalition (coalitionsecretariat@financeministersforclimate.org), copying also Lorena Palomo (lpalomo@hacienda.gov.cl) and Pekka Moren (Pekka.Moren@vm.fi) as representatives of the Co-Chairs.

Annex 2 - Registration of Senior Official as Sherpa Country

# Please return the completed form to: **coalitionsecretariat@financeministersforclimate.org**

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| Please fill in the information of the **NOMINEE**. Double click box to make selection. | | |
| **First, Middle and Last name**  (As it appears on your passport) | Mr  Mrs  Ms  Dr |  |
| **Nationality** |  | |
| **Ministry & Department** |  | |
| **Official Title** |  | |
| **Mailing Address** |  | |
| **Email Address** |  | |
| **Telephone** | Office: | |
| Mobile: | |

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| Optional: additional person to receive future communication from the Coalition | |
| **First, Middle and Last name** |  |
| **Ministry & Department** |  |
| **Official Title** |  |
| **Email Address** |  |
| **Telephone** | Office: |
| Mobile: |