

PREPARATORY COMMISSION FOR THE INTERNATIONAL RENEWABLE ENERGY AGENCY

Decision on Selection Process for upper Management Positions

Third session

Sunday, 17 January 2010

Emirates Palace, Abu Dhabi, UAE

IRENA/PC.3/dc.8

Agenda item 15e

Decision PC.3/dc.8 on the Selection Process for IRENA upper Management Positions

*The Preparatory Commission for the International Renewable Energy Agency
("Commission")*, at its third session,

recalling Article XI lit.c of the Statute of IRENA,

pursuant to decision on amending the Staff Regulations for the Preparatory Commission
(IRENA/PC.3/dc.4),

considering the necessity to have the most capable management team to put in place a
lean and effective organization,

realizing the desirability of identifying and attracting the widest range of qualified
candidates,

being aware of the need to have an effective screening process which is objective open,
and transparent,

adopts the decision on the selection of IRENA upper management position as follows:

1. Decides that a temporary Management Selection Committee consisting of a limited number of Signatories which are broadly representative of IRENA's membership shall be formed to steer the screening and selection process as well as to refine the job descriptions of the senior management (D2 und D1 positions). This committee shall disband upon completion of the selection process.
2. Decides that those Signatories who are interested in membership of the Management Selection Committee shall inform the Chair of the Administrative Committee of their interest by e-mail by January 24, 2010, and the Chair of the Administrative Committee in consultation with the IDG, will make a proposal for the composition of the Management Selection Committee to the applicants by January 31, 2010.
3. Decides that Members of the Management Selection Committee will elect their Chair expeditiously.
4. Recommends that the IDG and the Management Selection Committee Chair should be supported by an executive recruitment firm to select potential candidates for the senior management positions (D2 and D1 positions);
5. Decides that the final selection of successful candidates from the shortlist shall be determined by the following process in accordance with the relevant provisions mentioned above:
 - (a) A selection panel for each of the senior positions (D2 and D1) consisting of the IDG and two members of the Management Selection Committee shall conduct interviews with shortlisted candidates;
 - (b) The selection panel shall then recommend to the Management Selection Committee candidate rankings for each of the positions;
 - (c) Upon completion of this process the IDG shall make offers on behalf of the Preparatory Commission to each successful candidate;
 - (d) The Management Selection Committee shall report to Members of the Commission on the final candidates and the selection process.