



PROJECTS INTERACTION AND REVIEW TEAM

Recommended Revisions to PIRT Terms of Reference

Background

At the May 2017 CSLF Mid-Year Meeting in Abu Dhabi, the CSLF Policy Group requested that the CSLF Technical Group and the CSLF Communications Task Force review and update procedures for CSLF project recognition procedures. The issue was that project recognition is described in both the CSLF Terms of Reference and the PIRT Terms of Reference, and the language in these documents does not agree with each other.

In the months following the 2017 Mid-Year Meeting, a working group consisting of the Technical Group Chair and Vice Chairs, PIRT Chair, Communications Task Force Chair, and CSLF Secretariat extensively reviewed both Terms of Reference documents and recommended changes which fall into three categories: (a) updating project recognition procedures; (b) consistency with the CSLF Charter; and (c) other miscellaneous corrections and updates.

This paper, prepared by the CSLF Secretariat, is an annotated draft of the proposed revisions to the PIRT Terms of Reference, and incorporates changes recommended by the working group. Deletions are shown as ~~striketrough-text~~ and insertions are shown as underlined text. Annotations describing these proposed changes are shown in *[[bracketed italicized text]]*.

Action Requested

The PIRT is requested to review the annotated document.



Terms of Reference

CSLF Projects Interaction and Review Team

Background

One of the main instruments to help the CSLF achieve its goals is through the recognition of **CSLF** projects. Learnings from CSLF-**recognized** projects are key elements to knowledge sharing which will ultimately assist in the acceleration of the deployment of carbon capture, **utilization** and storage (CCUS) technologies. It is therefore of major importance to have appropriate mechanisms within the CSLF for the recognition, assessment and dissemination of projects and their results for the benefit of the CSLF and its Members. To meet this need the CSLF has created an advisory body, the PIRT, which reports to the CSLF Technical Group.

[[The change from “CCS” to “CCUS” (in this section and in other sections below) is recommended to be consistent with the CSLF Charter, which uses that terminology.

The change from “CSLF projects” to “CSLF-recognized projects” (in this section and in other sections below) is recommended to clarify that the PIRT will mainly be engaging projects that have gone through the CSLF project recognition process.]]

PIRT Functions

The PIRT has the following functions:

- Assess projects proposed for recognition by the CSLF in accordance **with** the project selection criteria developed by the PIRT. Based on this assessment make recommendations to the Technical Group on whether a project should be accepted for recognition by the CSLF.
- Review the CSLF project portfolio **of recognized projects** and identify synergies, complementarities and gaps, providing feedback to the Technical Group
- ~~Provide input for further revisions of the CSLF Technology Roadmap (TRM) and respond to the recommended priority actions identified in the TRM.~~
- Identify where it would be appropriate to have CSLF-recognized projects.
- Foster enhanced international collaboration for CSLF-**recognized** projects.
- Ensure a framework for periodically reporting to the Technical Group on the progress within CSLF projects.
- Organize periodic events to facilitate the exchange of experience and views on issues of common interest among CSLF projects and provide feedback to the CSLF.
- Manage technical knowledge sharing activities with other organizations and with CSLF-recognized projects.
- Perform other tasks which may be assigned to it by the CSLF Technical Group.
- **Provide input for further revisions of the CSLF Technology Roadmap (TRM) and respond to the recommended priority actions identified in the TRM.**

[[The change in the ordering of the bullets in this section is recommended to draw greater attention to the PIRT's responsibility for the TRM. Previously, that bullet was less noticeable in the middle of the listing of PIRT functions.

Other changes in this section are recommended for greater clarity/consistency and to fix a grammatical error.]]

Membership of the PIRT

The PIRT consists of:

- A core group of Active Members comprising Delegates to the Technical Group, or as nominated by a CSLF Member country. Active Members will be required to participate in the operation of the PIRT.
- An *ad-hoc* group of Stakeholders comprising representatives from CSLF recognized projects. (*note: per Section 3.2 (e) of the CSLF Terms of Reference and Procedures, the Technical Group may designate resource persons*)

The PIRT chair will rotate on an *ad hoc* basis and be approved by the Technical Group.

Projects for CSLF Recognition

All projects proposed for recognition by the CSLF shall be evaluated via a CSLF Project Submission Form. The CSLF Project Submission Form shall request from project sponsors the type and quantity of information that will allow the project to be adequately evaluated by the PIRT. The PIRT has the responsibility of keeping the Project Submission Form updated in terms of information being requested from project sponsors.

Additionally:

- **CCS** Projects seeking CSLF recognition will be considered on their technical merit.
- Projects **for consideration proposed for CSLF recognition** must contribute to the overall CSLF goal to “accelerate the research, development, demonstration, and commercial deployment of improved cost-effective technologies for the separation and capture of carbon dioxide for its transport and long-term safe storage or utilization”.
 - There is no restriction on project type to be recognized as long as the project meets the criteria listed below.
 - Learnings from similar projects through time will demonstrate progress in **CCUS**.
- **Proposals Projects proposed for CSLF recognition will must** meet at least one of the following criteria.
 - An integrated **CCUS** project with a capture, storage, and verification component and a transport mechanism for CO₂.
 - Demonstration at pilot- or commercial-scale of new or new applications of technologies in at least one part of the **CCUS** chain.
 - Demonstration of safe geological storage of CO₂ at pilot- or commercial-scale.
 - **Demonstration of a toolkit which accelerates the demonstration and/or deployment of CCUS.**

[[The recommended addition of the preamble paragraph is a transfer of text from Section 4.1 of the CSLF Terms of Reference (first two sentences) and addition of a new (third) sentence which reflects the current practice of the PIRT in maintaining the Project Submission Form. This text more properly belongs in the PIRT Terms of Reference than in the CSLF Terms of Reference.

The addition of the “toolkit” sub-bullet is recommended so that important “toolkit” projects such as the recently-recognized CCSI/CCSI² and NRAP are not disqualified from consideration for CSLF recognition.

Other changes in this section are recommended for greater clarity/consistency.]]

Operation and Procedures of the PIRT

- The PIRT will establish its operational procedures. The PIRT will coordinate with the Technical Group on the agenda and timing of its meetings.
- The PIRT should meet as necessary, often before Technical Group meetings, and use electronic communications wherever possible.
- The TRM will provide guidance for the continuing work program of the PIRT.

Project Recognition

- **Completed** Project ~~proposals~~ **Submission Forms** ~~should~~ **shall** be circulated to Active Members by the CSLF Secretariat.
- No later than ten days prior to PIRT meetings, Members are asked to submit a free-text comment, either supporting or identifying issues for discussion on ~~each~~ **any** project ~~nominated~~ **proposed** for CSLF recognition.
- At PIRT meetings or via proxy through the PIRT Chair, individual country representatives will be required to comment on projects ~~nominated~~ **proposed** for CSLF recognition.
- Recommendations of the PIRT should be reached by consensus with one vote per member country only.

Information Update and Workshops

- **The PIRT shall define a process for interaction with CSLF-recognized projects which includes and describes benefits of project recognition to the project sponsor as well as the CSLF.** Project ~~updates will be requested by the Secretariat annually~~ **engagement will be done by the PIRT every two years, or in years where there is a Ministerial Meeting;** the PIRT will assist in ensuring information is sent to the Secretariat.
- The PIRT will **assist in facilitating** ~~facilitate~~ workshops based on technical themes as required.
- As required, the PIRT will draw on external relevant CCUS expertise.

[[The changes in the first bullet of this section are recommended to describe in greater detail how the PIRT will engage CSLF-recognized projects.

The change in the second bullet is recommended to reflect current practice that the PIRT is now assisting the meeting host in developing workshops at CSLF meetings. In recent times the meeting host has assumed prime responsibility for organizing these workshops.]]