[Updated] IATI TAG Chair Terms of Reference

The Terms of Reference for the TAG are outlined in the Standard Operating Procedures (Annex 1).

Notes on updates:
The following updates have been agreed by the IATI Governing Board and will govern the November 2018 TAG Chair election, affects 5.3.3 below.

> **In the context of strategic planning and review of institutional arrangements, the role of the TAG may be subject to change at the 2019 Members' Assembly. The current election is therefore for a period up to the 2019 Members' Assembly and subject to re-confirmation at that time.*

5. Technical Advisory Group

5.1 Role of the Technical Advisory Group

5.1.1 The Technical Advisory Group (TAG) seeks to bring together members of the development cooperation and open data communities, by playing a role in the design and continuing development of the IATI Standard, in encouraging and supporting IATI publishers to publish relevant and useful data and encourage and enable data users to use the data for their purposes, and in ensuring consistent approaches to common challenges.

5.1.2 The TAG is led by the TAG Chair who also holds an ex-officio seat on the IATI Governing Board and acts as liaison between the Governing Board and the TAG community.

5.1.3 Secretariat functions include support for the regular TAG newsletters and the annual meetings of the TAG.

5.2 Membership of the Technical Advisory Group

5.2.1 The TAG consists of organisations or individuals with a clear interest in IATI, and all IATI members are de facto TAG members. Others can become TAG members by registering with the IATI Secretariat.

5.2.2 TAG meetings (including miniTAGs) are open to all to attend, regardless of IATI membership status.

5.3 Chairing of the Technical Advisory Group

5.3.1 The TAG Chair shall be elected by TAG members at the Annual TAG meeting with the details and timetable of voting arrangements to be circulated by the IATI Secretariat.

5.3.2 The role of the Chair shall consist of facilitating, engaging and consulting the wider TAG membership/community as well as seeking feedback and advice from the TAG membership/community on IATI technical issues, including data quality and use. These inputs shall then be provided to the TAG, the IATI Secretariat, and the Governing Board.

5.3.3 The TAG Chair will be elected for a period of 2 years (or 2 TAG meetings) and is permitted to stand for re-election through a nomination process managed by the IATI Secretariat.**

5.3.4 The TAG Chair role is open to all TAG members, and there is no restriction on which constituency the TAG Chair is from. In line with other Board members, potential conflicts of interest should be declared during nomination, or if they arise during the TAG Chair's period of office.

5.3.5 The Chair will run the annual TAG meeting and will be a full member of the IATI Governing Board and Members' Assembly. In turn, the IATI Secretariat will support the TAG Chair by providing substantive inputs, administering and facilitating TAG related activities.

5.3.6 In addition, the views of TAG members shall be communicated through the circulation of regular newsletters (every 2 weeks), the outputs from TAG meetings and online using Discuss.

5.3.7 As a member of the IATI Governing Board it is anticipated that the TAG chair will be nominated as a Board focal point for at least one of IATI's technical workstreams (data use, data quality, maintaining the Standard) and is expected to contribute to virtual Board discussions on relevant issues.

5.3.8 The time estimate for performing the role of the TAG Chair is 3-4 days per month, with peak periods around the TAG meeting and IATI Members' Assembly.