

# UNITED NATIONS *ROAD SAFETY TRUST FUND*

## **TERMS OF REFERENCE**

14 MARCH 2018

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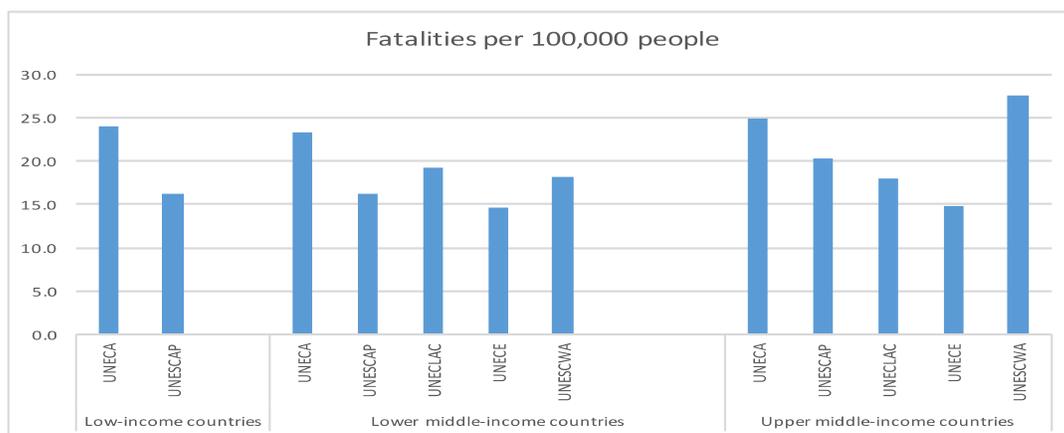
# I. Introduction and Rationale

## A. Road Safety Situation

An estimated 1.25 million people are killed, and around 50 million injured, every year in road traffic crashes, which makes poor road safety one of the most pressing social, economic, health and development issues of our time. It is the leading cause of death for young people aged 15 to 29, and the eighth leading cause of death globally.<sup>1</sup>

Ninety per cent of all road fatalities occur in developing countries. Beyond human suffering, road traffic deaths and injuries impose significant economic and financial losses to individuals and to societies. These losses are, in many countries, not mitigated by adequate insurance coverage or safety nets, families may lose their only breadwinner and be left with very high health care bills. This hits the world's poor particularly hard. An estimated 12-70 million people are kept in poverty each year due to road traffic injuries and fatalities<sup>2</sup>, and the economic loss of road crashes ranges from 3-6 per cent of GDP a year. Road traffic injuries often inflict the highest burden of death and long-term disability on those in their prime working age, between 15 and 64 years old, resulting in a reduced work force and a weaker economy.<sup>3</sup> Road traffic injuries are estimated to create a \$1.85 trillion burden on the global economy each year.<sup>4</sup>

Figure 1. Fatalities per 100,000 citizens in the United Nations regions<sup>5</sup>



(Source: World Health Organization, 2015)

<sup>1</sup> World Health Organization, *Global Status Report on Road Safety*, 2015.

<sup>2</sup> International Road Assessment Programme (iRAP), *A World Free of High-Risk Roads*, September 2015.

<sup>3</sup> The World Bank, *The High Toll of Traffic Injuries: Unacceptable and Preventable*, January 2018.

<sup>4</sup> International Road Assessment Programme (iRAP), *A Business Case for Safer Roads*.

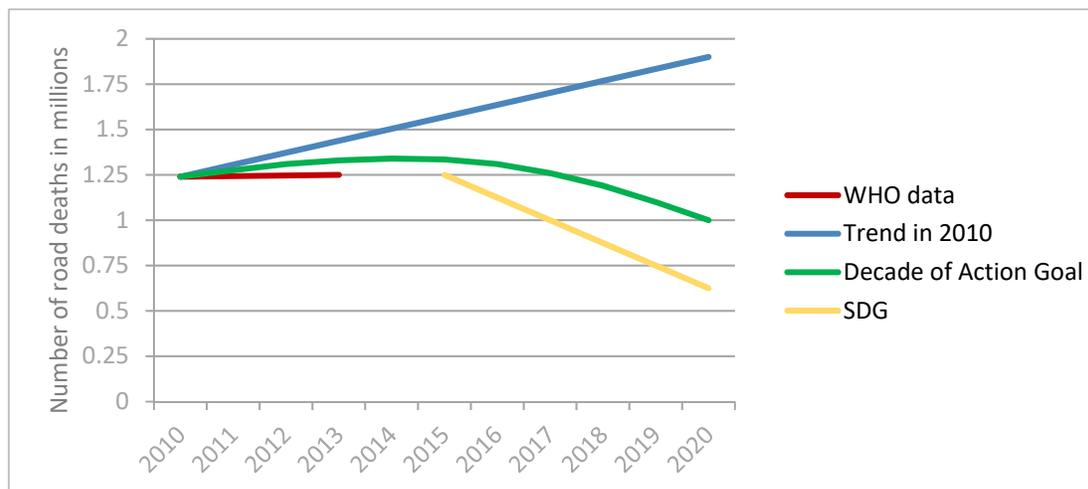
<sup>5</sup> *Acronyms*: United Nations Economic Commission for Africa (UNECA), United Nations Economic and Social Commission for Asia and the Pacific (UNESCAP), United Nations Economic Commission for Latin America and the Caribbean (UNECLAC), United Nations Economic Commission for Europe (UNECE), and United Nations Economic and Social Commission for Western Asia (UNESCWA)

## B. Road Safety Resolutions and Goals

United Nations Member States acknowledged the importance of road safety by agreeing on the **Decade of Action for Road Safety 2011-2020**.<sup>6</sup> A Global Plan of Action for the Decade of Action<sup>7</sup> outlined the core activities needed to improve road safety, within five thematic pillars. Furthermore, the 2030 Agenda for Sustainable Development included road safety in two of the 17 Sustainable Development Goals and targets (targets 3.6 and 11.2).

Despite some progress to stabilize the number of road traffic fatalities in recent years, the world is still far from achieving these global targets (figure 2). Moreover, road safety has not been adequately funded at the national, regional or global levels. This is evidenced by the unvarying global numbers of road traffic fatalities and injuries, implying that despite the extensive inventory of resources, best practices and expertise, there has been little impact during the first seven years of the Decade of Action. Without significant and immediate measures in all United Nations regions (figure 1), we can anticipate an increase in road crash fatalities and serious injuries.<sup>8</sup>

**Figure 2. Number of fatalities from road crashes, 2010-2020**



(Source: OECD, International Transport Forum)

In recognition of the challenge of translating “plan” into “action”, the General Assembly in April 2016 adopted resolution 70/260<sup>9</sup>, which requested the Secretary-General “to consider the possibility of establishing, from voluntary contributions, a Road Safety Trust Fund, to support the implementation of the Global Plan for the Decade of Action and the road safety-related Sustainable Development Goals, as appropriate, and to report thereon to Member States.”

Pursuant to this resolution, the United Nations Economic Commission for Europe (UNECE) was tasked by the Secretary-General to be the lead entity in developing a proposal for establishing such a fund in collaboration with his Special Envoy for Road Safety, the World Health Organization,

<sup>6</sup> [http://www.un.org/en/ga/search/view\\_doc.asp?symbol=A/RES/64/255](http://www.un.org/en/ga/search/view_doc.asp?symbol=A/RES/64/255)

<sup>7</sup> Global Plan for the Decade of Action for Road Safety, 2011-2020.  
[http://www.who.int/roadsafety/decade\\_of\\_action/plan/plan\\_english.pdf?ua=1](http://www.who.int/roadsafety/decade_of_action/plan/plan_english.pdf?ua=1)

<sup>8</sup> Dargay, J., G. Gately and M. Sommer, *Vehicle Ownership and Income Growth, Worldwide: 1960 – 2030*, Energy Journal, Vol. 28, No. 4., 2007

<sup>9</sup> [www.un.org/en/ga/search/view\\_doc.asp?symbol=A/RES/70/260](http://www.un.org/en/ga/search/view_doc.asp?symbol=A/RES/70/260)

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other regional commissions, and United Nations system entities working on Road Safety. After extensive consultations with Member States, civil society, the private sector, academia, United Nations system partners and other stakeholders, UNECE presented the proposal to the Secretary-General for consideration in September 2017.

The Secretary-General formally expressed his support on the establishment of the United Nations Road Safety Trust Fund dated 29 December 2017, requesting for UNECE and his Special Envoy for Road Safety to take all necessary steps to establish the Fund in line with the submitted proposal and in time for the General Assembly agenda item on “improving global road safety,” in April 2018.

### **C. Funds and Objectives of a United Nations Road Safety Trust Fund**

While road safety is increasingly recognised as a key sustainable development issue, it has not been adequately funded at the local, national or global levels. Only a few bilateral donors, most notably the Department for International Development (United Kingdom of Great Britain and Northern Ireland); the Swedish International Development Cooperation Agency and the Agency for International Development (United States of America) have provided funding for road safety activities. International funding has been limited: major contributors have been the World Bank, with its Global Road Safety Facility<sup>10</sup>, multilateral development banks, the FIA Foundation<sup>11</sup>, Bloomberg Philanthropies and other private sector contributors.<sup>12</sup>

The United Nations Road Safety Trust Fund will support the continued implementation of the five pillars of the Global Plan for the Decade of Action for Road Safety and concrete action towards achieving the road safety-related targets under Sustainable Development Goals 3 and 11. Building on the 11 years of experience of the World Bank’s Global Road Safety Facility, which include challenges in securing robust funding to support a wide geographical range of activities, a new United Nations Road Safety Trust Fund must also focus on scaling up activities and resources.

In contrast to the existing financing mechanisms, the United Nations Road Safety Trust Fund will benefit the world’s citizens by leveraging the expertise of the United Nations system to directly address the needs of countries and other stakeholders in all regions, to achieve the road safety-related Sustainable Development Goals and to implement the five pillars of the Global Plan for the Decade of Action. Furthermore, the United Nations-based road safety trust fund will strengthen ownership and engagement of United Nations Member States, and draw on the expertise of the United Nations Regional Commissions and other United Nations system entities working on road safety.

The United Nations system also has the opportunity to ensure synergy, efficiency, and coordinated investment of road safety funds. Through the Decade of Action for Road Safety, activities were undertaken with individual approaches, often preventing coherence in activities. A strong governance role by the United Nations of the Fund, as the main “participating organizations,” will offer a long-awaited, concerted approach to addressing road safety.

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<sup>10</sup> [www.worldbank.org/en/programs/global-road-safety-facility](http://www.worldbank.org/en/programs/global-road-safety-facility)

<sup>11</sup> [www.fiafoundation.org/](http://www.fiafoundation.org/)

<sup>12</sup> See “Options for the establishment of a UN Road Safety Fund” draft note prepared by UNECE (April 2016), [www.unece.org/fileadmin/DAM/trans/doc/2016/itc/Options\\_for\\_a\\_UN\\_Fund\\_For\\_Road\\_Safety\\_draft.pdf](http://www.unece.org/fileadmin/DAM/trans/doc/2016/itc/Options_for_a_UN_Fund_For_Road_Safety_draft.pdf)

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The objectives of the United Nations Road Safety Trust Fund include:

1. Strengthening road safety management capacity at the national and local levels, and unlocking sustainable sources of domestic road safety financing in low and middle-income countries by mobilizing global financial and technical resources;
2. Supporting road safety programmes at the national and local levels across the five pillars of the Global Plan for the Decade of Action for Road Safety by providing funding support to participating institutions and organizations throughout the investment cycle;
3. Coordinating complementary channels of road safety and sustainable transport assistance to countries and cities to harmonize initiatives for the Sustainable Development Goals, and maximize the effectiveness and efficiency of the goals.

## II. Programme Scope and Results-Based Framework

Provided the scope of best practices and expertise built through the Decade, the Fund will focus on supporting concrete actions that align with the five “pillars” of the Global Plan for the Decade of Action for Road Safety as well as those that link to achieving the road safety-related targets 3.6 and 11.2 of the Sustainable Development Goals. This will ensure that the capacity built and investment made over the Decade of Action are harnessed through to 2020 and beyond, while encouraging greater implementation. The activities outlined in the pillars are recognized as timeless and fundamental elements towards improving road safety.

The Fund will apply a holistic and integrated approach by recognizing the Safe Systems principles, will promote cost-efficient approaches, and will help to catalyse the transformation of mobility and transport. Furthermore, the Fund will inspire actions that better prepare those who design, build, manage, and use vehicles and roads, and that improve post-crash response when road incidents occur, ultimately leading to improved safety and fewer casualties on the roads.

The Fund will support countries to develop road safety-related policies, thereby strengthening institutional and regulatory frameworks. The Fund will not finance road infrastructure and facilities, however, it will encourage cooperation between countries and organizations to implement activities in a sustainable manner.

The work from support of the Fund is expected to contribute to two major impacts. The Fund activities aim to assist countries to (a) substantially curb the number of fatalities and injuries from road traffic crashes, as well as (b) reduce economic losses resulting from these crashes. These impacts will be monitored with the following indicators:

- a. **Substantial reduction of road traffic fatalities and injuries**<sup>13</sup>  
Indicator: Death rate due to road traffic crashes
- b. **Reduction in economic loss due to road traffic crashes**  
Indicator: GDP lost due to road traffic crashes

To achieve the reduction objectives, countries are expected to achieve specific outcomes attributed to the five Pillars of the Global Plan for the Decade of Action for Road Safety (outlined below). For each outcome, specific outputs, activities and indicators of progress are formulated in the appendix. The appendix

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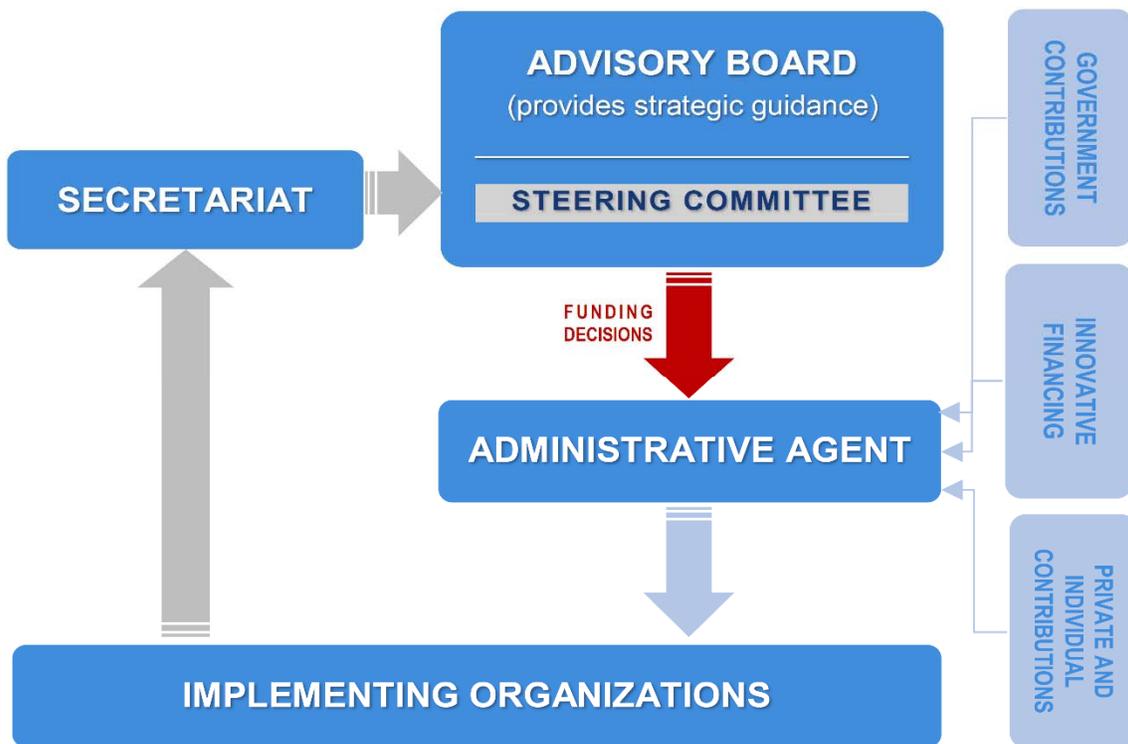
<sup>13</sup> Contributes to targets 3.6 and 11.2 of the Sustainable Development Goals and to the Decade of Action for Road Safety.

summarizes the outcomes, outputs and activities that can be generated from and prioritized by the Fund (the Advisory Board and Steering Committee may make further adjustments). Project proposals should be linked to at least one of the outcomes and provide rationale on how the activities of the project contribute to achieving the outcome.

1. Strengthened road safety management capacities (Outcome/Pillar 1);
2. Improved safety of road infrastructure and broader transport networks (Outcome/Pillar 2);
3. Enhanced safety of vehicles (Outcome/Pillar 3);
4. Improved behaviour of road users (Outcome/Pillar 4); and
5. Improved post-crash care (Outcome/Pillar 5).

### III. Governance

The governance structure will be composed of an Advisory Board, a Steering Committee, a Secretariat and an Administrative Agent. The World Bank, as the host of the Global Road Safety Facility, will be invited as a member of the Advisory Board to ensure coordination and prevent duplication of work.



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## A. Advisory Board

The Advisory Board will meet on an annual basis and provide strategic direction to the Fund. The Advisory Board will also advise on criteria for proposals, monitoring and evaluation, on priorities for funding projects, on the organizational structure and consultations. The membership will be broad enough to ensure that the strategic guidance provided to the Steering Committee reflects a large consensus among the stakeholders. For launch of the United Nations Road Safety Trust Fund, the Advisory Board will be chaired by the Chair of the Global Forum for Road Traffic Safety (WP.1), for a period of two years. This would strengthen the links to global road safety efforts, United Nations Road Safety legal instruments and Member States. After the inaugural two-years, the Chair will be elected by the Board members. The Chair will rotate on a biannual basis. The rules of procedure of the Advisory Board and changes in membership will be developed and adopted by the members. Advisory Board members will include:

- **United Nations Secretary-General’s Special Envoy for Road Safety (1 member)**
- **Chair of the Global Forum for Road Traffic Safety (WP.1) (1 member)**<sup>14</sup>
- **Member States Representing each of the United Nations Regions (5 members)**  
selected by United Nations Regional Commissions
- **Civil Society (1 member)**  
recommended by the Secretariat and selected by the Advisory Board Chair<sup>15</sup>
- **Research and Academia Institutions (2 members)**  
recommended by the Secretariat and selected by the Advisory Board Chair
- **Member State donors (3 members)**<sup>16</sup>
- **Private Sector donors (3 members)**<sup>16</sup>
- **World Bank (1 member)**
- **UNECE (1 member)**<sup>17</sup>
- **World Health Organization (1 member)**
- **Chair of the Steering Committee (1 member)**

The Fund Administrative Agent (see below section III.D) and Secretariat (see below section III.C) are ex-officio members of the Advisory Board without voting rights.

## B. Steering Committee

The Steering Committee implements the strategic direction recommended by the Advisory Board, including the approval of projects for funding. It will be chaired by the head of a participating United Nations organization, as the below-mentioned responsibilities do not allow for funding decisions to be made by external parties.

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<sup>14</sup> To ensure success for the launch of the United Nations Road Safety Trust Fund, the Advisory Board will be chaired by the Chair of the Global Forum for Road Traffic Safety for a period of two years. This will provide a strong link to global road safety efforts, United Nations Road Safety legal instruments and Member States.

<sup>15</sup> The Executive Director of the Global Alliance of NGOs for Road Safety will be recommended for this position for the first two years of the Fund to ensure a good representation of NGOs. The Alliance serves more than 140 NGOs around the world, which represents 70 countries and includes NGOs on road victims.

<sup>16</sup> For the launch of the Fund, donor representatives in the Advisory Board and Steering Committee will be based on highest contributions.

<sup>17</sup> In principle, UNECE will not chair the Advisory Board or Steering Committee, unless requested by their members.

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The Steering Committee Members will include:

- **United Nations Regional Commissions (5 members)**<sup>18</sup>
- **World Health Organization (1 member)**
- **Other United Nations Agencies and Departments (1 member on a two-year rotational basis from the list below, based on availability):**
  - DESA (transport intersection)
  - UNHABITAT (new urban agenda/urban mobility)
  - UNEP (environment intersection)
  - UNDP (country-level engagement)
  - UNICEF (country-level engagement)
- **Member State Donor (1 member)**<sup>19</sup>
- **Private Sector Donor (1 member)**<sup>19</sup>

The Fund Administrative Agent (see below section III.D) and Secretariat (see below section III.C) are ex-officio members of the Steering Committee without voting rights.

The Steering Committee will meet periodically and will be the decision-making authority responsible for:

- i. Implementing the strategic direction recommended by the Advisory Board;
- ii. Providing general oversight of United Nations Road Safety Trust Fund;
- iii. Approving the Fund’s risk management strategy;
- iv. Approving programmatic funding allocations to participating organizations;
- v. Approving direct costs for Secretariat functions;
- vi. Reviewing Fund status and overseeing the overall progress against expected results as reported by participating organizations and consolidated by the Secretariat;
- vii. Approving any necessary programmatic or budgetary revisions, including revision of the Fund’s TOR; and
- viii. Commissioning mid-term and final independent evaluations on the overall performance of the Fund.

The Chair of the Steering Committee will be elected by its members for a period of two years. When the Steering Committee approves a project, the Chair of the Steering Committee will request the Administrative Agent to transfer funds to the participating United Nations organizations. The rules of procedure of the Steering Committee, including changes in membership, will be proposed by the Secretariat and adopted by the Steering Committee.

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<sup>18</sup> In principle, UNECE will not chair the Advisory Board or Steering Committee, unless requested by their members.

<sup>19</sup> For the launch of the Fund, donor representatives in the Advisory Board and Steering Committee will be based on highest contributions.

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## **C. Secretariat**

The Secretariat will provide logistical and operational support to the Advisory Board and the Steering Committee. Its costs will be covered by the Fund and hosted by UNECE. The hosting, size and exact composition of the Secretariat would depend on the level of funds as all Secretariat costs would be covered by the Fund, including the post of head of the Secretariat, which will be recruited following United Nations procedures. The Secretariat's composition and its budget will require approval by the Steering Committee.

The Secretariat will be responsible for:

- i. Convening the Advisory Board and Steering Committee meetings, preparing the agendas and communicating decisions/recommendations;
- ii. Advising the Steering Committee on strategic priorities, programmatic and financial allocations;
- iii. Providing logistical and operational support to the Steering Committee and the Advisory Board;
- iv. Elaborating and ensuring compliance of the Operations Manual of the Fund;
- v. Organizing calls for proposals and appraisal processes;
- vi. Consolidating annual and final narrative reports for submission to the Advisory Board and the Steering Committee;
- vii. Conducting monitoring and evaluation and consolidate information in a result-based management system;
- viii. Liaising with the Administrative Agent on administration of the Fund; and
- ix. Undertaking resource mobilization under the guidance and supervision of the Steering Committee and the Advisory Board.

## **D. Administrative Agent**

The United Nations Road Safety Trust Fund is administered by the United Nations Multi-Partner Trust Fund Office (MPTF Office) which performs the Administrative Agent functions under the pass-through fund management modality. The MPTF Office carries out fiduciary and financial management functions and will open a separate ledger account for the Fund. The Administrative Agent will work closely with the Secretariat.

The Fund's administration services, whose costs are 1 per cent of received contributions, include:

- i. Setting up the Fund: support to designing the Fund (Terms of Reference and Operations Manual) and development of legal instruments;
- ii. Administrating of the Fund: receipt, administration and release of funds to implementing entities in accordance with decisions of the Steering Committee and upon instruction of the Secretariat, as well as consolidate financial reports;
- iii. Signing Memorandums of Understanding (MOU) with participating United Nations organizations;
- iv. Signing a financial agreement with the non-United Nations participating organizations;
- v. Signing "standard administrative agreements" with donors that wish to contribute financially to the Fund;

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- vi. Receiving and managing funds included those of the Fund's closure;
  - vii. Investing and reinvesting fund resources according to UNDP investment policies, practices and procedures. Any profits will be added to the Fund's resources and will not be credited to the contributions of any particular donor;
  - viii. Providing updated information to the Steering Committee on the regular resource expenditures and availability;
  - ix. Subject to the availability of resources, transferring funds to participating organizations in accordance with the Steering Committee decisions and upon instruction of the Secretariat;
  - x. Consolidating the annual and final financial reports submitted by participating organizations and presenting the consolidated report to the Steering Committee for approval; and to each of the Fund's contributors;
  - xi. Providing a fund's final financial report which includes a notice of the Fund's closure;
  - xii. Releasing funds as the direct costs of the Secretariat, based on the Steering Committee decisions. The Administrative Agent will annually notify the Steering Committee about the amounts used to that end;
  - xiii. Providing tools for fund management to ensure transparency and accountability; and
  - xiv. Providing support in adjustments to the Fund design.

## **E. Participating Organizations**

Funding will be allocated to participating United Nations organizations, which sign the MOU with the Administrative Agent. The participating organizations will coordinate and guide the design of project proposals in their respective areas, as well as assist countries and project partners in implementation. Each participating organization will assume full programmatic and financial accountability for the funds disbursed to it by the Administrative Agent. Such funds will be administered by each participating organizations in accordance with its own regulations, rules, directives and procedures, including those related to public procurement, as well as recruitment and evaluation of executing partners, provided that the minimum requirements established by the Fund are complied within terms of fiduciary securities and principles. Indirect costs of the participating organizations recovered through programme support costs will be harmonized at 7 per cent.<sup>20</sup> Non United Nations organizations will receive funding as implementing partners of approved projects (see section IV. B).

In addition to the participating United Nations organizations, and provided that a screening process assesses that the fiduciary securities and programmatic oversight criteria established jointly by the Steering Committee and the Administrative Agent are met, resources could also be allocated to other viable institutions, such as the Global Alliance of NGOs for Road Safety.

## **IV. Fund Implementation**

The road safety trust fund will channel funds in an open and transparent way, and priority given to strengthening the capacity of government agencies, local governments and city authorities to develop and implement road safety programmes. The focus will be on low- and middle-income countries where the

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<sup>20</sup> UNDG Guidance on Establishing, Managing and Closing Multi-Donor Trust Funds: <http://mptf.undp.org/document/templates>

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majority of road traffic crashes occur. Partnerships between government authorities and civil society organizations -- who in many countries are strong catalysts for positive road safety improvements – as well as with multilateral development banks, United Nations entities, other international organizations and academia is encouraged.

## **A. Contributions**

Contributions to the United Nations Road Safety Trust Fund may be accepted from governments, intergovernmental or non-governmental organizations, the private sector, philanthropic organizations and individuals. Prior to agreeing to accept a contribution from a non-State actor, the Administrative Agent will conduct due diligence to ensure that these planned contributions are in line with the United Nations policies on the contributions from non-State actors. Due diligence process will include consultations with the Fund Secretariat and may include consultations with participating United Nations organizations.<sup>21</sup>

A United Nations Road Safety Trust Fund may consider benefiting from innovative funding arrangements through partnerships with relevant service or manufacturing industries. For example, the automotive industry or the tyre producers could finance contributions for road safety based on the number of vehicles or tyres sold, insurance industry could contribute given the benefits achieved through reduced road crashes, and a levy on used cars that are exported has also been proposed.<sup>22</sup> Innovative new financing instruments such as development impact bonds and social impact investment may also provide mechanisms for the Road Safety Trust Fund to scale up actions on road safety globally in a sustainable manner.<sup>23</sup>

Furthermore, a United Nations Road Safety Trust Fund could consider web-based fund raising to facilitate access to individual and micro-donations.

Contributors are encouraged to provide un-earmarked contributions, however, in case of specific requirements, earmarking is permitted at the outcome level. Earmarking for a specific country may also be accepted. Earmarking may be reflected in the contribution agreement.

Contributions may be accepted in fully convertible currency or in any other currency that can be readily utilized. Contributions will be deposited into the bank account designated by the MPTF Office. The value of a contribution payment, if made in currencies other than United States dollars, will be determined by applying the United Nations operational rate of exchange in effect on the date of receipt of payment by the MPTF. Gains or losses on currency exchanges will be recorded in the United Nations MPTF account established by the Administrative Agent.

## **B. Project Approval Process**

The United Nations Road Safety Trust Fund will allocate funds for activities through the participating organizations. Participating organizations will be invited to submit proposals to the Secretariat upon issuance of a “call for proposals”. Small-scale proposals can be part of a comprehensive “package” of activities included in one project proposal from the participating organizations for submission to the Secretariat. The activities would ensure participation of

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<sup>21</sup> Ethical guidelines will be developed by the Secretariat to ensure that private sector partners are committed to core United Nations values and United Nations causes and that they are not involved in commercial or other activities that are incompatible with the UN’s values.

<sup>22</sup> Such ideas have been articulated by the FIA High Level Panel for Road Safety.

<sup>23</sup> See [www.gov.uk/government/groups/social-impact-investment-taskforce](http://www.gov.uk/government/groups/social-impact-investment-taskforce), [www.fiafoundation.org/connect/publications/breaking-the-deadlock](http://www.fiafoundation.org/connect/publications/breaking-the-deadlock) and [www.fiafoundation.org/connect/publications/investing-to-save-lives](http://www.fiafoundation.org/connect/publications/investing-to-save-lives)

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multiple stakeholders, implementation of robust activities and effective coordination in addressing one of the five outcomes of the Fund. Participating organizations can submit more than one proposal.<sup>24</sup>

The Fund Secretariat reviews the proposals of the participating organizations to ensure that all the required information is in the standard proposal before submission to the Steering Committee. The Steering Committee reviews the vetted proposals and either approves, requests further review or rejects the proposal.

The proposal approval process and the timeline of the allocation cycle will be described in the Operation Manual, which will be developed by the Secretariat and endorsed by the Steering Committee after consultation with the Advisory Board (see section III.C). The Operation Manual will define all operational details for the functioning of the Fund, and include a standard form for submission of proposals from participating organizations.

### **C. Risk Management**

The governance structure brings together all stakeholders and financial contributors, thereby, offering an opportunity to develop a common understanding of the risk context and the possible mitigation measures. An assessment of risk and the use of joint mechanisms to reduce and better manage risks can result in more informed strategic choices.

Risks will be monitored and managed at the project, the programme and at the fund level. A fund risk management strategy will be detailed in the operations manual. This strategy should accelerate delivery and increase fund impact, ensure that fund operations ‘do no harm’ and verify that funds are used for their intended purpose. The fund risk management strategy does not replacement project risk evaluation/management.

A risk management strategy will:

- Develop a shared understanding of risks faced by the Fund;
- Define risk appetite or tolerance;
- Identify known risk and risk-holders;
- Establish the Fund's policies on identified risks;
- Determine risk treatment through measures of mitigation or adaptation;
- Establish information strategies and common messages about risks.

The Steering Committee shall regularly assess risks and mitigation measures against the developed risk strategy and update accordingly.

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<sup>24</sup> In order to limit transaction costs and in line with the United Nations Development Group (UNDG) guidelines, \$100,000 will be the minimum size of an individual transfer by the Administrative Agent to a participating organization.

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## **V. Monitoring, Evaluation and Reporting**

### **A. Monitoring**

Continuous monitoring and evaluation are conducted by the Secretariat of the United Nations Road Safety Trust Fund. The information will be consolidated in a result-based management system.

All projects will link to the outcome indicators of the Fund; however, output level indicators will be specific for each project. Participating organizations are responsible for data collection, which will be one of the key elements reflected in the annual report of the programme.

In addition to the indicators listed in section II, above, and Results-Based Indicators in the appendix, the Advisory Board in coordination with the Steering Committee and Secretariat will develop clear targets and quantitative measures to support reporting and oversight, and focus on progress towards the three objectives (see section I.C):

- Objective 1: Highlights the vital catalytic role of the Fund in leveraging sustainable national and local road safety investment. Achievement could be assessed as quantitative targets for funding gained from specified sources and increases in country budgets in road safety.
- Objective 2: Highlights the comprehensive focus of the Fund across the pillars of the Global Plan for the Decade of Action for Road Safety. Achievement could be assessed as quantitative measures of national and local level support across specified programme areas and related performance measures, as included in the appendix, results-based indicators.
- Objective 3: Highlights the coordination role of the Fund across all sources of road safety funding assistance. Achievement could be assessed as process measures that reflect engagement across complementary funding channels and qualitative and quantitative measures of partnership efficiencies achieved.

### **B. Evaluation**

The Steering Committee will commission independent reviews and evaluations of the overall performance of the Fund. An annual meeting of stakeholders will be considered to review progress, discuss significant changes in circumstances and major risks, and, if needed, substantive revisions of the Fund TOR.

### **C. Reporting**

To facilitate the monitoring, evaluation, of resources allocated by the United Nations Road Safety Trust Fund, participating organizations will be required to disclose complementary funding received from other sources for the activities supported by the Fund, including in kind contributions and/or South-South Cooperation initiatives.

Participating organizations shall provide the Administrative Agent and the Secretariat with the following statements and reports prepared in accordance with its accounting and reporting procedures:

1. Narrative progress reports for each twelve-month period, to be provided no later than three months after the end of the applicable reporting period;

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2. Annual financial reports as of 31 December with respect to the funds disbursed to it from the United Nations Road Safety Trust Fund Account, to be provided no later than four months after the end of the applicable reporting period;
  3. A final consolidated narrative report and financial report, after the completion of the activities financed by the United Nations Road Safety Trust Fund Account and including the final year of the activities, to be provided no later than 30 April of the year following the operational closure of the project activities;
  4. A final certified financial statement, to be provided no later than 31 May of the year following the financial closing of the project.

The Administrative Agent will prepare consolidated narrative and financial progress reports (based on the narrative report consolidated by the Secretariat and the financial report consolidated by the Administrative Agent) and will provide the reports to each Trust Fund donor, as well as to the Steering Committee and the Advisory Board, in accordance with the timetable established in the Administrative Arrangement.

The Administrative Agent will also provide the donors, the Steering Committee, the Advisory Board and the participating organizations with the following statements of activities:

- Certified annual financial statement (“Source and Use of Funds” as defined by United Nations Development Group (UNDG) guidelines) to be provided no later than five months (31 May) after the end of the calendar year; and
- Certified final financial statement (“Source and Use of Funds”) to be provided no later than seven months (31 July) of the year following the financial closure of the fund.

Consolidated reports and related documents will be posted on the website of the Administrative Agent (<http://mptf.undp.org>).

## **VI. Audit**

The Steering Committee will commission independent reviews and/or evaluations on the overall performance of the Fund.

The activities of the Administrative Agent and of each participating organization in relation to the Fund will be exclusively audited by their respective internal and external auditors, in accordance with their own financial regulations and rules. The internal audit services of the participating United Nations organisations may conduct joint internal audits in accordance with the Framework for Joint Internal Audits of United Nations Joint Activities. In doing so, the Internal Audit Services of the participating organizations will consult with the Steering Committee. Non-United Nations organizations will be subject to external audit, as described in the Operations Manual of the Fund.

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## **VII. Modification and Expiration**

The present Terms of Reference may be modified at any time by the Steering Committee of the United Nations Road Safety Trust Fund, in consultation with the Advisory Board (see section III.B and section V.B).

The United Nations Road Safety Trust Fund has been established for a duration of four years with an end date of December 2021. Extensions may be approved by the Fund Steering Committee in consultation with the Advisory Board.

The Fund will terminate upon completion of all programmes funded through the United Nations Road Safety Trust Fund and after satisfaction of all commitments and liabilities. Notwithstanding the completion of the initiatives financed from the Fund, any unutilised balances will continue to be held in the Fund account, until all commitments and liabilities incurred in implementing the programmes have been satisfied and programme activities have been brought to an orderly conclusion.

Any balance remaining in the Fund account or in the participating organizations individual ledger accounts will be used for a purpose mutually agreed upon by the donors, the Secretariat, the participating organizations and the Administrative Agent.

## Appendix - Results Based Indicators

<b>Impact 1: Substantial reduction of road traffic fatalities and injuries</b>		
<i>Indicator</i>	<i>Rationale</i>	<i>Data sources</i>
1. Death rate due to road traffic injuries	Considered an indicator for SDG target 3.6 according to the United Nations Sustainable Development Knowledge Platform. Number of fatalities and injuries would also measure related impact of SDG target 11.2	Reported by governments WHO Global Status Report on Road Safety
<b>Impact 2: Reduce economic loss due to road traffic crashes</b>		
<i>Indicator</i>	<i>Rationale</i>	<i>Data sources</i>
2. GDP lost due to road traffic crashes	Road traffic crashes have broader development implications. This indicator is commonly used to measure economic loss due to road traffic crashes.	Reported by governments WHO Global Status Report on Road Safety World Bank

<b>Outcome/Pillar 1: Strengthened road safety management capacities</b>				
<i>Output</i>	<i>Rationale</i>	<i>Examples of possible actions</i>	<i>Indicator</i>	<i>Data source</i>
1.1. Development of national plan for road safety and clear assignment of tasks for road safety	Recommended under the Global Plan for the Decade of Action for Road Safety	<ul style="list-style-type: none"> <li>- Assessment of road safety performance and identification of areas for improvement</li> <li>- Development of national plan and other regional and local plans</li> <li>- Institutional strengthening and reform initiatives addressing lead agency establishment, inter-agency coordination, legislation, funding and resource allocation, promotion, monitoring and evaluation, and research and development and knowledge transfer</li> </ul>	Published national plan for road safety Degree of implementation of the plan	Reported by government Link on government website WHO Global Status Report on Road Safety

<p>1.2. Transposition of provisions of and accession to the core road safety-related United Nations legal instruments</p> <ul style="list-style-type: none"> <li>- 1949 Convention on Road Traffic</li> <li>- 1968 Convention on Road Traffic</li> <li>- 1968 <b>Convention on Road Signs and Signals</b></li> <li>- 1958 Agreement Concerning the Adoption of Uniform Conditions of Approval and Reciprocal Recognition of Approval for Motor Vehicle Equipment and Parts</li> <li>- 1997 Agreement on periodic technical inspection</li> <li>- 1998 Agreement on UN Global Technical Regulations on vehicle construction- 1957 Agreement on transport of dangerous goods by road (ADR).</li> </ul>	<p>Agreed by the United Nations system as recommended road safety legal instruments for accession and implementation</p>	<ul style="list-style-type: none"> <li>- Transposition of the provisions in national legislation</li> <li>- Capacity-building on improving the understanding of the provisions to adequately transpose them in national legislation</li> <li>- Submission of instrument of ratification or accession</li> </ul>	<p>Accession to road safety-related United Nations legal instruments</p> <p>Degree of transposition of provisions of the road safety-related United Nations legal instruments</p>	<p>UNECE website for contracting parties to road safety-related United Nations legal instruments</p> <p>Implementation reports of legal instruments</p>
<p>1.3. Establishment of road crash and road traffic data system</p>	<p>Recommended under the Global Plan for the Decade of Action for Road Safety</p>	<ul style="list-style-type: none"> <li>- Establish processes for collection of data and production of indicators on road fatalities and injuries following internationally agreed methodologies (including attribution by type of user: pedestrian, cyclist, PTW user, 4-wheeler user, or by risk factor)</li> <li>- Establish a process to monitor intermediate outcomes based on internationally available methodologies</li> </ul>	<p>Published official road traffic and road safety data on websites of appropriate national agencies</p>	<p>Reported by governments</p> <p>Link to annual reports, from which data by mode of transport and road user type can be extracted</p>

<b>Outcome/Pillar 2: Improved safety of road infrastructure and broader transport networks</b>				
<i>Output</i>	<i>Rationale</i>	<i>Examples of possible actions</i>	<i>Indicator</i>	<i>Data source</i>
2.1. Improvement of conditions on the roads	Recommended in the Global Plan for the Decade of Action for Road Safety	<ul style="list-style-type: none"> <li>- Align national technical standards for design, construction and signage of roads with internationally available standards (as in United Nations transport agreements) or good practices taking into account safety or all road users</li> <li>- Ensure compliance of newly built roads with available standards in force through road assessment or audit</li> <li>- Assess existing roads, by using a rating systems or similar tools, and develop improvement plans starting with the least safe roads with high traffic volumes</li> <li>- Carry out training for national experts on road assessments and safety audits</li> </ul>	Length of roads that are assessed for adherence to technical standards	Published data on the websites of road assessment or audit authorities
2.2. Establishment of conditions to encourage modal shift	Recommended by the United Nations system through their contribution to the “Global Mobility Report”, which includes this indicator (p.99, indicator 2.1)	<ul style="list-style-type: none"> <li>- Develop and implement plans for implementation of schemes for collective transport</li> <li>- Develop and implement plans for intermodal shift for passengers and freight</li> <li>- Develop and implement plans for mobility by walking and cycling</li> </ul>	Passenger kilometres by private vehicle versus by collective transport Freight kilometres by road versus by rail Kilometres of trips by walking and cycling	Published data by the national bureau of statistics

<b>Outcome/Pillar 3: Enhanced safety of vehicles</b>				
<i>Output</i>	<i>Rationale</i>	<i>Examples of possible actions</i>	<i>Indicator</i>	<i>Data source</i>
3.1. Establishment and implementation of technical high quality safety standards for new (defined as produced, sold or imported) and used vehicles	<p>- Agreed by the United Nations system as recommend priority vehicle regulations:</p> <p>UN Regulations Nos. 94 and 95 (Front Collision, Lateral Collision); UN Regulation No. 140 (Electronic Stability Control); UN Regulation No. 127 (Pedestrian Safety); UN Regulations Nos. 16 and 14 (Safety-belts; Safety-belt anchorages); UN Regulation No. [145] (ISOFIX anchorage systems, ISOFIX top tether anchorages and i-Size seating positions); UN Regulation No. 78 (Motorcycle Braking);</p> <p>- Or equivalent national standards: e.g. Corresponding standards in USA: FMVSS 208 (Occupant Crash Protection) and 214 (Side Impact Protection), FMVSS 209 (Seat Belt Assemblies) and 210 (Seat Belt Assembly Anchorages), FMVSS 225 (Child Restraint Anchorage Systems) until UN GTRs will harmonize provisions on these matters</p>	<p>- Align national standards for safety of vehicles with internationally available standards or good practices, in particular UN Regulations Nos. 94 and 95 (front and side impact), No. 140 (Electronic stability control), No. 127 (pedestrian safety), Nos. 16 and 14 (safety-belts and safety belt anchorages), No. 78 (motorcycle braking), No. 145 (ISOFIX anchorage systems, ISOFIX top tether anchorages and i-size seating positions)</p> <p>- Implement assessments of vehicles to ensure compliance for new and used vehicles</p> <p>- Improve/establish system for registration of vehicles as condition for the use on public roads and requiring compliance with the high quality technical safety standards</p> <p>- Establish a regime of vehicles in use, for export/import of used vehicles related to the safety condition</p> <p>- Establish mechanisms for the removal of substandard vehicles from circulation</p>	<p>Proportion of vehicles in circulation that meet required technical standards</p> <p>Proportion of new or imported (used) vehicles that meet required technical standards</p> <p>Proportion of vehicles in circulation that have successfully passed Periodical Technical Inspections</p>	<p>Report from national car assessment programme</p> <p>Data from registration and technical inspection authorities</p> <p>Data from border authorities</p>

<p>3.2. Establishment and implementation of technical high quality safety standards for equipment used on vehicles</p>	<p>Agreed by the United Nations system as recommend priority regulations: UN Regulations Nos. 44 or 129 (Child Restraint Systems; Enhanced Child Restraint Systems) UN Regulation No. 22 (Protective helmets).</p>	<ul style="list-style-type: none"> <li>- Align national standards for safety of equipment used on vehicles with internationally available standards or good practices, in particular UN Regulation No. 44 (child restraint systems), No. 22 (protective helmet)</li> <li>- Implement assessments of equipment used on vehicles to ensure compliance with available standards</li> <li>- Introduce market surveillance of imported and locally produced equipment complying with available standards</li> </ul>	<p>Proportion of riders using helmets as required Proportion of child occupants using child restraint systems as required</p>	<p>Report from national car assessment programme Data from registration and technical inspection authorities Data from border authorities</p>
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<b>Outcome/Pillar 4: Improved behaviour of road users</b>				
<i>Output</i>	<i>Rationale</i>	<i>Examples of possible actions</i>	<i>Indicator</i>	<i>Data source</i>
4.1. Establishment, implementation and enforcement of comprehensive rules of the road	Rules of the road, including rules for addressing risk factors, result in more adequate behaviour of road users. The rules are the basis for enforcement and education action. A set of rules of the road, agreed internationally, is provided in the 1968 Convention on Road Traffic. Rules for addressing risk factors are recognized in Global Plan for the Decade of Action for Road Safety.	<ul style="list-style-type: none"> <li>- Review and align rules of the road with internationally available rules or good practices, in particular rules in the 1968 Convention on Road Traffic</li> <li>- Develop protocols and introduce mechanisms for enforcement of all rules and in particular related to:               <ul style="list-style-type: none"> <li>(i) travel over the posted speed limit,</li> <li>(ii) helmet use, (iii) safety-belt use, (iv) child restraint system use, (v) driving under influence of alcohol and other psychoactive substances, (vi) use of mobile phones</li> </ul> </li> </ul>	<p>Number of citations for violating rules of the road in particular for: (i) travel over the posted speed limit (ii) for non and/or improper use of helmet/use of substandard helmet, (iii) for non-use of safety belts, (iv) for non-use of child restraint systems, (v) for use of alcohol or psychoactive substances by drivers, (vi) for use of mobile phones while driving</p> <p>Number or proportion of road traffic fatalities and injuries attributed to excessive speed</p> <p>Number or proportion of road traffic fatalities and injuries attributed to non-use of helmets</p> <p>Number or proportion of road traffic fatalities and injuries attributed to non-use of safety belt</p> <p>Number or proportion of road traffic fatalities and injuries attributed to non-use of child restraint systems</p> <p>Number or proportion of road traffic fatalities and injuries which drivers had used psychoactive substances</p> <p>Number or proportion of road traffic fatalities and injuries attributed to distraction by mobile phones</p>	Police reports from checkpoints Data from forensic departments

4.2. Establishment and implementation of regulations to control driving times and rest periods for professional drivers	Driver fatigue can be a major cause of road accidents. It is therefore important to address controlled driving times and rest periods for professional drivers as agreed upon by the United Nations system	<ul style="list-style-type: none"> <li>- Enact/revise legislation for driving time and rest periods for professional drivers in accordance with best practice and international legal instruments such as AETR (European Agreement concerning the Work of Crews of Vehicles Engaged in International Road Transport)</li> <li>- Develop protocols and introduce mechanisms (such as tachograph) for enforcement</li> </ul>	Number of checks at the premises of undertakings (transport logistics enterprises) in terms of days worked by their drivers Number of checks at the roadside in terms of daily and weekly driving periods	Data on undertakings and roadside checks of ministries of transport and of interior
4.3. Establishment and implementation of training for drivers of motor vehicles	Drivers should have the necessary skills and knowledge of the rules of the road to drive motor vehicles. This is required by 1968 Convention on Road Traffic	<ul style="list-style-type: none"> <li>- Introduce and enforce training and testing scheme for driver to obtain driving permit in various motor vehicle categories</li> <li>- Introduce and enforce special training and testing for professional drivers of vehicles carrying dangerous goods, transporting children, etc.</li> </ul>	Proportion of drivers having obtained driving permit after appropriate training and testing Proportion of professional drivers with special training for carrying dangerous goods and for transporting children	Police reports from checkpoints Data from driving schools
4.4. Implementation of programmes for education on safe use of roads for school children	Recommended in the Global Plan for the Decade of Action for Road Safety	- Teach safe use of the roads to children as part of their curriculum	Proportion of children that underwent road safety training	Data from ministries of education or police
4.5. Implementation of road safety awareness programmes for general public, in particular vulnerable road users	Recommended in the Global Plan for the Decade of Action for Road Safety	- Introduce and run road safety awareness campaigns to improve general knowledge about safe user behaviour, rules of the road, and risk factors	Proportion of population regularly reached with safety campaigns	Data from ministries of interior, transport or police

<b>Outcome/Pillar 5: Improved Post-Crash Care</b>				
<i>Output</i>	<i>Rationale</i>	<i>Examples of possible actions</i>	<i>Indicator</i>	<i>Data source</i>
5.1. Establishment and implementation of appropriate time intervals between road traffic crash and the provision of first professional emergency care	Time to first professional emergency care is crucial to save lives of those involved in a crash	<ul style="list-style-type: none"> <li>- Establish and implement national targets for time interval between crash and provision of first professional emergency car</li> <li>- Design and support of first response programmes and emergency response systems for crash victims</li> </ul>	Published data on the time interval between crash and provision first professional emergency care	Patient reporting and pre hospital and facility based emergency care delivery data.
5.2. Assurance of access for all traffic victims to rehabilitation	Recommended in the Global Plan for the Decade of Action for Road Safety	<ul style="list-style-type: none"> <li>- Design and support of hospital trauma core systems</li> <li>- Design and support of injury rehabilitation programmes</li> <li>- Design and support of road user injury insurance schemes</li> <li>- Design and support of legal support and legislation</li> <li>- Design and support of mental health care for individuals affected by road trauma</li> </ul>	Proportion of victims with access to rehabilitation	Patient reporting and pre hospital and facility based emergency care delivery data.