



NOTIFICATION

Date: **17 July 2018**

Reference: GCF/notif/2018/4

Invitation for the Seventeenth Round of Application for Accreditation as an Observer Organization to the Green Climate Fund

Deadline: Friday, 10 August 2018, 18.00 KST (UTC+09.00)

In line with the Governing Instrument for the Green Climate Fund (the GCF) and the Rules of Procedures of the Board, the Co-Chairs in consultation with the Board, invite accredited observer organizations to the twenty-first meeting of the Board of the GCF, to be held from 17 to 20 October 2018.

Following the GCF's Governing Instrument and Rules of Procedures of the Board, which encourage accredited observer organizations to designate representatives to attend meetings of the Board, the Co-Chairs of the GCF Board invite civil society organizations (CSOs), private sector organizations (PSOs), and international entities (IEs), wishing to obtain observer status, to apply for accreditation.

Applications for accreditation as an observer organization should be submitted by **Friday, 10 Aug 2018, 18.00 KST (UTC+09.00)** to the following address: observers@gcfund.org.

Additional details, including submission guidelines, are available below.

Only accredited observer organizations may designate representatives to attend meetings of the Board. Accreditation status will be granted upon successful completion of the form (available [HERE](#)) following the process outlined below.

I. Eligibility

Observers may be representatives of:

1. States that are Party or observer State to the Convention;
2. International entities, including:
 - a) United Nations agencies;

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Songdo International Business District
175 Art Center-daero
Yeonsu-gu, Incheon 22004
Republic of Korea

T + 82 32 458 6059
F + 82 32 458 6094
info@gcfund.org
greenclimate.fund



- b) Multilateral development banks;
 - c) International financial institutions;
 - d) Regional institutions; and
 - e) Intergovernmental organizations; or
3. Non-governmental organizations (NGOs) comprised of:
- a) Civil society organizations (CSOs): Any independent non-profit organizations, including international, as well as national and community-based organizations; or
 - b) Private sector organizations (PSOs): Any private companies and business associations with operations that deal with climate change mitigation and/or adaptation activities, including in developing countries.

II. Application process for accreditation

Applications for admission as an accredited observer organization should be submitted by **Friday, 10 August 2018, 18.00 KST (UTC+09.00)**, to enable processing and Board consideration in time for accreditation prior to the twenty-first meeting of the Board. Applications must be signed by the Chief Executive Officer or an authorized senior official of the submitting organization.

All documents should be sent with the title “**17th round of observer accreditation**” via email to: observers@gcfund.org. Incomplete applications and submissions received after the deadline will not be considered.

Only applications submitted in English will be accepted. However, in circumstances where supporting documents are not available in English, these documents can be submitted in other United Nations official languages (Arabic, Chinese, French, Russian and Spanish), with an executive summary in English. A translation of the full document may be requested, which may delay the accreditation process.

III. Accreditation documents

In accordance with the Guidelines relating to the observer participation, accreditation of observer organizations and participation of active observers (Annex XII to Board decision B.01-13/03), interested organizations should submit a completed and signed application form which includes the following elements:

1. Provide a brief description of the organization, its purpose and its legal status.
2. Provide details that the organization has a well-organized administrative structure, relevant competences and experience, and can send representatives fully mandated to speak on its behalf organization.
3. Explain the potential benefit to the GCF of the organization’s engagement as an observer, including its specialized scientific or technical competences relating to the GCF.

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4. Give written confirmation that the organization acknowledges the goals and basic principles of the GCF and will abide by the Board's rules of procedures.

Please ensure that your application includes of a signed application form (available [HERE](#)) and the requested documentation below (pdf files preferred). The attachments shall be submitted in separate files and file names shall be saved under the following categories:

1. a) Proof of accreditation as an observer organization by UNFCCC, ECOSOC or GEF (or an equivalent organization) **or**
b) Proof of independent juridical personality and proof of organization type and proof of non-profit and/or tax-exempt status or tax status;
2. Most recent annual report (a document/publication that states the organization's activities in the past 12 months); **and**
3. Financial Statement/Audit that provides information on funding sources and expenditures of the organization.

IV. Accreditation process

Applications will be reviewed by the Secretariat, which will present complete applications, with recommendations, to the Board for a decision on whether or not to grant observer status on a no-objection basis in accordance with the Rules of Procedures of the Board. Once a decision is taken by the Board, of which the results are expected to be announced on 17 September 2018, applicants will be advised accordingly. The Secretariat will assist newly accredited observer organizations to register for the twenty-first meeting of the Board, should they wish to attend. The list of accredited observer organizations on the GCF's website will be updated after the process is completed.

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