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# Report on the activities of the Independent Redress Mechanism

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## **Summary**

This report provides an update on the progress made with regard to the activities of the Independent Redress Mechanism (IRM). The reporting period is from 1 January to 15 September 2017. The document summarizes the activities of the IRM based on the work plan and budget of the IRM adopted by the Board at its fifteenth meeting.

## I. Introduction

### 1.1 Background

1. The Independent Redress Mechanism (IRM) is mandated in paragraph 69 of the GCF's Governing Instrument. This paragraph states that "(t)he Board will establish an independent redress mechanism that will report to the Board. The mechanism will receive complaints related to the operation of the Fund and will evaluate and make recommendations." The IRM performs a key function within the GCF's accountability mechanisms. The IRM reports directly to the Board and is subject to the decisions of the Board. It is independent of the Secretariat of the GCF.
2. The report on the activities of the Independent Redress Mechanism (IRM) provides an update on the progress made by the IRM. The report covers key priority initiatives identified in the Work Plan of the IRM, approved by the Board at B.15.<sup>1</sup> The reporting period is from 1 January to 15 September 2017.
3. The work plan of the IRM identified four overarching goals to help to guide the work of the IRM for 2017:
  - (a) Establish the IRMU;
  - (b) Develop an updated TOR and procedures and guidelines;
  - (c) Collaborate in the development of the GCF's safeguard policies and performance standards; and
  - (d) Handle complaints and requests for reconsideration of funding decisions.

## II. Activities of the IRM during the reporting period

### 2.1 Progress on establishing the IRM

4. **The implementation of the work plan and budget:** The Board requested the IRM to consult with the Ethics and Audit Committee (EAC) on the implementation of its work plan, as appropriate. As decided by the EAC, quarterly reports were submitted by the IRM to the EAC regarding its work and the EAC provided valuable feedback.
5. **Staffing the IRM:** The IRM successfully recruited staff in the first half of 2017. The IRM is now fully staffed with three full-time staff members: the Head of the IRM (appointed by the Board), a Compliance and Dispute Resolution Specialist and a Team Assistant. No further additions to staffing are envisaged in 2017 or 2018. Two Advisors were contracted as limited term consultants in 2017 and 2018 to support the development of the IRM's procedures and guidelines and internal operating procedures.
6. **Web Page of the IRM and communications strategy:** The interim webpage of the IRM may be accessed at <http://www.greenclimate.fund/independent-redress-mechanism>. A more comprehensive website for the IRM is being developed by the communications team of the Secretariat before B.18. The IRM has also developed a communications strategy to effectively fulfil its Board mandate, including capacity building for the grievance redress mechanisms of direct access entities and outreach to stakeholders and the public.

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<sup>1</sup> Decision B.15/12.

7. **Joining the IAMnet:** The IRM was admitted as a full member of Independent Accountability Mechanism Network (IAMnet) in February 2017. IAMnet held its annual meeting in Thessaloniki, Greece from 28-30 August 2017. The IRM was represented at and participated in the meeting. As mandated by the Board in decision 15/12, the IRM had the opportunity to consult with other leading redress mechanisms during the meeting on the IRMs work and the development of its procedures and guidelines.
8. **Case Management System:** The IRM, together with the ICT Department of the GCF Secretariat is developing the rudiments of a case management system (CMS) for the IRM. A custom-built CMS will need to be developed for the IRM in 2018. The CMS enables the IRM to efficiently, effectively and timely manage complaints and reconsideration requests received by it and analyse data relating to such cases so as to provide advice to the GCF secretariat and the grievance mechanism of direct access entities based on the IRM's work.
9. **Cooperation with AEs' redress mechanisms:** The IRM has developed a draft Memorandum of Cooperation (MoC) to be entered into with redress mechanisms of accredited entities. Such a cooperative agreement is envisaged under the IRM's TOR as well as under the AMAs. The draft MoC has been shared with several grievance mechanisms of AEs and is currently under consideration by them.

## 2.2 Progress on developing an updated TOR and detailed procedures and guidelines

10. **Updating the TOR:** The draft updated terms of reference (TOR) of the IRM was presented to the Board at B.16. The Ethics and Audit Committee had extensively deliberated on the draft. The draft was also put through consultations with Board members, AEs, NDAs and civil society. Several Board members and Observers made interventions supportive of the draft and of the consultations carried out by the IRM. Amendments suggested by Board members were incorporated into a draft updated TOR by B.17 and have been circulated to the Board for adoption as a decision between meetings.
11. **Procedures and Guidelines:** Draft procedures and guidelines (PGs) have been drafted and were presented to the EAC in August 2017. They will also be put through consultations with Board members, AEs, NDAs and civil society, before being presented to the Board for adoption. Internal operating procedures (OPs) to facilitate implementation of the updated TOR and the procedures and guidelines will also be developed by the IRM.

## 2.3 Progress on collaborating in the development of the GCF's safeguard policies and performance standards

12. The IRM has provided the Secretariat with feedback on improving the draft environmental and social management system (ESMS), the draft update to the gender policy and the draft indigenous peoples' policy. Additionally, the IRM has provided advice on improving aspects of the accreditation process regarding the evaluation of grievance mechanisms of candidate accredited entities and on the redress mechanism related provisions of accreditation master agreements. The IRM will continue these advisory services on an ongoing basis.

## 2.4 Progress on handling complaints and requests for reconsideration of funding decisions

13. As at the date of this report, the IRM has not received any complaints from persons affected by GCF funded projects or programmes. The IRM has also not received any requests for reconsideration of funding proposals denied by the Board.

### III. Budget utilization for the reporting period

14. The IRM's Board approved 2017 budget was a start-up budget. Its utilization at of 31 August 2017 is shown below:

<b>Independent Redress Mechanism Unit BUDGET 2017</b>					
		<b>2017 Approved Budget</b>	<b>Actual expenditures to 31 Aug</b>	<b>Balance</b>	<b>% spent</b>
<b>4.1</b>	<b>Salaries and consultants</b>				
4.1.1	Full-time staff <sup>1</sup>	722,791	314,261,	408,530	43%
4.1.2	Consultancies <sup>2</sup>	163,350	49,430	114,920	30%
	<b>Sub-total: Salaries &amp; consultants</b>	<b>886,141</b>	<b>363,691</b>	<b>522,450</b>	<b>41%</b>
<b>4.2</b>	<b>Travel</b>				
4.2.1	Travel <sup>3</sup>	93,000	21,521	71,479	23%
	<b>Sub-total: Travel</b>	<b>93,000</b>	<b>21,521</b>	<b>71,479</b>	<b>23%</b>
<b>4.3</b>	<b>Professional services</b>				
4.3.1	Operating costs	20,000	-	20,000	0%
	<b>Sub-total: Professional services</b>	<b>20,000</b>	<b>-</b>	<b>20,000</b>	<b>0%</b>
	<b>Grand total (1+2+3)</b>	<b>999,141</b>	<b>385,212</b>	<b>613,929</b>	<b>39%</b>

Notes:

<sup>1</sup> The two full time staff members of the IRM were recruited in July and August 2017 despite the process having been commenced in December 2016. Hence the underutilization of budgeted salary for 2017.

<sup>2</sup> The two Advisors (consultants) commenced working in earnest in April 2017. They have submitted invoices only till May 2017.

<sup>3</sup> The Travel budget was utilized for staff travel on IRM official business including attending the Board meeting in Samoa and participating in the annual meeting of the IAMnet, and for consultant travels to develop the Procedures and Guidelines and internal Operating Procedures.