

Annex II: Updated workplan of the Board for 2019

Issue	2019			2020
	B.22	B.23	B.24	
1. STRATEGY AND REPLENISHMENT				
Review of the performance of the GCF <i>Decision B.21/17</i>		Board consideration of the forward-looking performance review of the GCF <i>Decision B.21/17, para. (e), and B.21/18, para. (m)</i>		
GCF Strategic Plan <i>Decisions B.19/05, para.(c) and B.21/18, para. (t)</i>	Consideration of: <ul style="list-style-type: none"> A comprehensive report on the implementation of the GCF initial strategic plan of the IRM period (2015-2018); <i>(Decision B.21/18, para. (i)(i))</i> A synthesis of issues emerging from Board inputs on the update of the Strategic Plan, and commission work to review the Strategic Plan <i>(Decision B.21/18, para (u))</i> 		Board to adopt an updated strategic plan of the GCF <i>(Decision B.22/06, para. (d))</i>	
First formal replenishment process of the GCF[1] <i>(Decision B.21/18)</i>	<ul style="list-style-type: none"> Consideration of a strategic planning programming document outlining scenarios for the GCF's replenishment <i>(Decision B.21/18, para. (i)(iii))</i> 	<ul style="list-style-type: none"> Board to decide the period of the first replenishment <i>Decision B.21/18, para (g)</i> Board input to the draft updated policy for contributions to the GCF <i>(Decision B.21/18, para. (i)(ii))</i> 	<ul style="list-style-type: none"> Board to endorse the outcomes of the first formal replenishment <i>(Decision B.21/18, para (n), annex XVII, para. (b)(iv))</i> Consideration of a document outlining areas in the policies for contributions, standard 	

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			provisions and template contributions agreement that may be updated for the GCF's first replenishment period, including the conditions necessary to trigger subsequent replenishments; <i>(Decision B.21/18, para. (i)(ii))</i>	
2. FINANCIAL PLANNING AND BUDGET				
Financial planning and management of commitment authority for the remainder of the IRM <i>Decision B.21/14</i>	Consideration of a draft decision by the Budget Committee covering a set-aside for the operating costs of the GCF and foreign exchange commitment risk buffer for solvency risks for 2019 and 2020 <i>(Decision B.21/14, para. (f))</i>		<ul style="list-style-type: none"> Budget Committee report on the requirement and adequacy of the risk buffer <i>(Decision B.22/21, para. (c))</i> 	Consideration of an initial analysis of options to minimize the effects of currency fluctuations on the commitment authority of the GCF <i>(Decision B.21/14, para. (j))</i>
Workplans and administrative budgets[2]	<ul style="list-style-type: none"> Presentation of the draft unaudited financial statements for 2018 	<ul style="list-style-type: none"> Approval of the audited financial statements for 2018 	<ul style="list-style-type: none"> Approval of the work programme and administrative budget for 2020 	
3. OPERATIONAL MODALITIES OF THE FUND				
a. Review of the initial investment framework				

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<p>Review of the initial investment framework <i>Decision B.07/08, para.(d)</i></p>		<p>Review of the initial investment framework, including the follow matters</p> <ul style="list-style-type: none"> • Document mapping elements included in previous Board decision and in the Governing Instrument that can contribute to strengthening project and programme eligibility criteria <i>(Decision B.17/10, para. (b))</i> • Guidance and scope for providing support to adaptation activities <i>(Decision B.17/10, para. (c) (ii))</i> • Annual review of the scaling pilot (Paper provided for information, annexed to the B.23 Status of the GCF portfolio and pipeline paper) <i>(Decision B.10/17, para (e))</i> • Developing an incremental cost methodology <i>(Decisions B.17/10, para. (c) (i); and B.19/06, para. (d) (ii))</i> • Co-financing policy and co-financing arrangements 	<ul style="list-style-type: none"> • [Pending outcomes of B.23] • Steps to enhance the climate rationale of GCF-supported activities 	<ul style="list-style-type: none"> • Consideration of the annual review of the scaling pilot <i>(Decision B.10/17, para (e))</i> • Board to consider and provide further guidance on the Secretariat's recommendation on the consistency of conditions attached to funding proposal with the funds policies <i>Decision B.16/02, para. (l)</i>

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		<p>with other financial institutions</p> <ul style="list-style-type: none"> • <i>(Decisions B.13/05; B.15/02; and B.17/10)</i> • Further guidance on concessionality, including the level of concessionality for the public sector <i>(Decisions B.12/17, paras. (a) and (b); B.17/10, para. (c) (iv); B.BM-2017/02; and B.19/06, para. (d) (ii))</i> • Policy guidelines on a programmatic approach <i>(Decisions B.13/09, para. (g); and B.14/07 para. (k))</i> 		
<p>Review of the financial terms and conditions of the GCF financial instruments[3] <i>(Decisions B.09/04, para. (h)), B.12/17, para. (c); B.15/05, para. (b); B.17/01, para. (b) (iii) and (xx); B.19/06, para. (d) (ii) and B.BM-2019/08)</i></p>		<p>Conclusion of the first annual review of the financial terms and conditions of the GCF financial instruments, including the outcomes of the Co-Chairs' consultations <i>(Decision B.BM-2019/08)</i></p>		
<p>Investment criteria indicators¹¹ <i>(Decisions B.09/05, paras. (c) and (d);</i></p>	<p>Consideration of a further developed proposal on investment criteria indicators <i>(Decision B.19/07, para. (b))</i></p>			

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<i>B.13/02; and B.19/07, para. (b) – Investment Committee)</i>				
b. Proposal approval process				
Proposal approval process <i>(Decisions B.07/03; B.11/11; and B.17/09, paras. (g), (m), (o) and (p))</i>	Consideration of a draft decision on a policy on restructuring and cancellation <i>(Decisions B.07/03, para. (e); and B.17/09, para. (p));</i>			Consideration of options for the development of a two-stage proposal approval process <i>(Decision B.17/09, para. (g))</i>
Simplified approval process <i>(Decision B.18/06)</i>			Review of the Simplified Approval Process Pilot Scheme <i>(Decision B.18/06, para. (b))</i>	
c. Risk management framework				
Development of the risk management framework <i>Decisions B.07/05, B.17/11, para. g); and B.21/04, para. (c)(i)</i>	Adoption of the compliance risk policy <i>(Decision B.17/11, para. (g))</i>	<ul style="list-style-type: none"> Adoption of the compliance risk policy <i>(Decision B.17/11, para. (g) - continued from B.22)</i> 	Adoption of the legal risk policy <i>(Decision B.17/11, para. (g))</i>	<ul style="list-style-type: none"> Review of the initial financial risk management framework <i>(Decision B.07/05, para.(f))</i> Adoption of risk rating models <i>(Decision B.17/11, para (f); and B.20/03, para. (b)(v))</i>
d. Results management framework				

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Results management framework <i>(Decisions B.08/07, para. (b); B.13/34; B.17/01 para. (b) (x); and B.19/06, para. (e) (iv)), B.22/12, para. (c) and B.22/13, para.s (b) and (c))</i>	IEU recommendations to improve the Results Management Framework <i>(B.19/21, para. (c), annex XXI, para. 5(c))</i>		Consideration of: <ul style="list-style-type: none"> The report on the implementation of the IEU recommendations <i>(Decision B.22/12, para. (c))</i> A proposal to respond to gaps in the current portfolio for measurement and evaluation design and/or evidence generation; <i>(Decision B.22/13, para. (c))</i> Revised results management framework and updated performance management frameworks <i>(Decision B.22/13, para. (b))</i> 	
e. Fund-wide policies				
GCF Gender and Social Inclusion Policy <i>(Decisions B.09/11; B.12/16; B.14/01, para. (g); B.BM-2017/02; and B.22/17)</i>	Adoption of an updated Gender Policy	Adoption of an updated Gender Policy <i>(Decision B.22/17 - Continuation from B.22)</i>		
4. PRIVATE SECTOR FACILITY MODALITIES				
PSF modalities <i>Decision B.07/08, para.(d)</i>		Review of the initial modalities of the Private Sector Facility including: <ul style="list-style-type: none"> Consideration of a Private sector strategy 	[Pending outcomes of B.23]	<ul style="list-style-type: none"> Mobilization of private sector finance to progress GCF forestry-related

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		<ul style="list-style-type: none"> • Consideration of modalities to support activities to enable domestic and international private sector actors to engage in GCF activities in LDCs and SIDS <i>(Decision B.19/18, para. (b), and B.20/03, para. (b)(vi))</i> • Consideration of PSAG recommendations to engage the private sector, including local actors, in adaptation action at the national, regional and international levels <i>(Decisions B.15/03, para. (i)(ii); B.17/06, para (d)(ii)); and B.21/04, para. (c)(ii)</i> • Review of the MSME pilot <i>(Decision B.10/11, para.(i); and</i> • Presentation of TOR for request(s) for proposals for the remainder of the allocation for the MSME pilot programme <i>(Decision B.13/22, para. (f))</i> • Review of the Mobilizing Funding at Scale pilot programme in order to address adaptation and 		<p>results areas[5] <i>(Decisions B.12/07, para. (f); B.BM-2017/02; and B.17/01, para. (b) (xxi))</i></p>

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		mitigation (Decision B.10/11, para.(i))		
5. ACCREDITATION MATTERS				
a. Accreditation framework				
Further development of the accreditation framework (Decision B.18/04, para. (a) and (b); B.19/13, paras. (b) and (e) and B.22/16, para. (d) (Fast-tracking – decisions B.14/08, para. (d) (ii); B.17/01, para. (b) (xi); B.17/06, para. (e); and B.14/08, para. (f) (ii)); (Prioritization – decisions B.14/08, para. (d) (ii); and B.17/01, para. (b) (xi)); (Use of third-party evidence – decisions B.14/08, para. (e) (i); and B.17/01, para. (b) (xiii))) Adaptation Fund's Environmental and Social Policy – decision B.14/08, para. (e) (iii)	Consideration of the full report on the review of the accreditation framework, including Baseline on the overall portfolio of accredited entities (Decision B.19/13, paras. (b) and (e))	Consideration of an updated accreditation framework, (Decision B.19/13, paras. (b) and (e),and B.22/16, para. (d))		

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b. Fiduciary standards and prohibited practices				
<p>Initial fiduciary standards and integrity policies (Decisions B.07/02; B.12/31, para. (i); B.14/01, paras. (e) and (f); B.14/08, para. (f); B.18/10, para (b) and B.20/03, para. (b)(i), B.BM-2018/21, para. (c))</p>	<p>Adoption of fiduciary compliance and integrity policies/policies relating to prohibited practices, anti-money laundering and countering the financing of terrorism[1]</p> <ul style="list-style-type: none"> • Policy on Prohibited Practice* • Standards for the implementation of the AML-CFT policy* • Interim Policy on the protection from sexual exploitation, sexual abuse, and sexual harassment (applicable to Covered Individuals) * • (Decisions B.14/01, para. (e); B.15/13, B.18/10, para (b), and B.20/03, para. (b)(i)) 	<p>Adoption of fiduciary compliance and integrity policies/policies relating to prohibited practices, anti-money laundering and countering the financing of terrorism⁸</p> <ul style="list-style-type: none"> • Updated Policy on protection from sexual exploitation, sexual abuse, and sexual harassment (also applicable to Counterparties (Decision B.22/18, para. (b)) • Board consideration of a budget for the implementation of the Interim Policy on the protection from sexual exploitation, sexual abuse, and sexual harassment Decision B.22/18, para. (c) 		<p>Adoption of fiduciary compliance and integrity policies/policies relating to prohibited practices, anti-money laundering and countering the financing of terrorism⁸</p> <ul style="list-style-type: none"> • Policies on administrative sanctions and exclusions (Decisions B.14/01, para. (e); and B.15/13, B.20/03, para. (b)(i), and B.22/19, para. (b)) • Updated Policy on Prohibited Practices (Decision B.22/19, para. (c)) • Integration of policies relating to prohibited practices, anti-money laundering and countering the financing of terrorism in the interim fiduciary standards (Decision B.14/01, para. (f), and B.BM 2018/21, para. (c))

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				<ul style="list-style-type: none"> Review of the initial fiduciary principles and standards* (Decision B.07/02, para. (b))
c. Environmental and social management system				
Environmental and social management system[7] (Decisions B.07/02, para. (n); and B.19/10)		Consideration of the approach to developing the GCF environmental and social safeguards standards* (Decision B.19/10, para. (c) and B.21/04, para. (c)(v))	Consideration of: <ul style="list-style-type: none"> IEU Assessment of GCF's environmental and social safeguards (ESS) including the Environmental and Social management system (ESMS) (Decision B.21/11, para. (a), Annex XII, para 5b - d - IEU 2019 work programme 	
d. Monitoring and accountability framework				
Monitoring and accountability framework (Decision B.11/10, para. (a), annex II)			Presentation of the annual portfolio performance report (Decision B.11/10, para. (a), and annex II, para. 9)	
6. COUNTRY PROGRAMMING AND READINESS				
Implementation of the Readiness and Preparatory Support Programme	<ul style="list-style-type: none"> Presentation of final report of the independent evaluation of the Readiness programme (B.19/16, annex xvii, Section IV para. (b)(iii)) 			

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<i>(Decisions B.06/11, para. (f); and B.19/15, para. (f))</i>	<ul style="list-style-type: none"> • Consideration of a proposal for improving the Readiness Programme based on the outcome of the conclusions of the Secretariat's initial review and of the independent evaluation of the Readiness Programme <i>(Decision B.19/15, para. (f))</i> • Consideration of a forward-budget and work programme of the Readiness Programme <i>(Decision B.21/14, para. (g))</i> <p><i>Readiness work programme to map way forward on:</i></p> <ul style="list-style-type: none"> • The annual assessment of the application of the country ownership guidelines <i>(Decision B.17/21, para. (c))</i> • The review of the Guidelines for enhanced country ownership and country drivenness; <i>(Decision B.17/21, para. (d));</i> • Review of the pilot programme to enhance direct access; <i>(Decision B.10/04, para. (a), Annex I)</i> 			
Country ownership			Board consideration of IEU's assessment of the Fund's	

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			success in ensuring country ownership <i>(Decision B.21/11, para. (a), Annex XII, para 5b - d - IEU 2019 work programme)</i>	
7. BOARD MATTERS				
a. Guidance from the COP				
COP guidance and reports <i>(Governing Instrument for the GCF, paras. 6 (a-c); decisions B.17/04, paras. (b) and (d); and B.19/02) (UNFCCC decision 5/CP.19)</i>	Incorporation of COP 24 guidance into the Board workplan	Approval of the eighth GCF report to the COP <i>[- to include the report of the COP 24 annual meeting with the UNFCCC thematic bodies; and updates related to complementarity and coherence with other funds] (Decisions B.13/11, para. (e); B.17/04, para. (b) & (d); and B.18/02, para. (c), B.18/03, para. (e))</i>	Consider Co-Chairs' proposal on privileges and immunities of the GCF <i>(UNFCCC decision 9/CP.23, para. 14, Decision B.19/02, para. (d); and B.21/04, para. (d))</i>	
b. Board workplans				
Workplan of the Board	Co-Chairs present an updated 2019 Board workplan for Board to adopt	Co-Chairs present an updated 2019 Board workplan	Adoption of the Board workplan for 2020	
c. Board-appointed officials				
Selection of the Executive Director[8] <i>Decision B.21/06</i>	Appointment of the Executive Director of the independent Secretariat			

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	<i>(Decision B.21/06, para. (c), annex VI),</i>			
Oversight of Board-appointed officials <i>(Decisions B.12/08; and B.15/02, para. (a), and B.22/04, para. (b), Annex II)</i>	Board to adopt the performance criteria and evaluation procedure of the Heads of the independent units <i>Decision B.13/16, para. (c); and B.17/12, para. (b)</i>	<ul style="list-style-type: none"> Board to adopt the performance criteria and evaluation procedure of the Heads of the independent units <i>(Decision B.13/16, para. (c); B.17/12, para. (b) and B.22/04, para. (b), Annex II)</i> Board to consider performance evaluation of the Heads of the Independent Units <i>(Decision B.22/04, para. (b))</i> 		
d. Committees, panels and groups				
Review of committees and panels <i>(Annexes XVI–XIX to decision B.05/13, and decision B.20/04, para. (b))</i>			Consideration of findings of the review of committees and panel	
Review of the TAP[10] <i>(Decision B.19/08)</i>				Review of the structure and operations of the TAP including: <ul style="list-style-type: none"> Presentation of a proposal to accommodate the increase in funding proposals from the

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				<p>simplified approval process (Decision B.19/08, para. (c));</p> <ul style="list-style-type: none"> • Analysis of options to accommodate the increased workload resulting from the higher number of funding proposals being processed, and an updated budget (Decision B.19/08, para. (d)); and • Review of the composition of the TAP upon finalization of the policies related to the proposal approval structure (Decision B.19/08, para. (k)) • Report on the implementation of decision B.19/08, including on: <ul style="list-style-type: none"> (i) Improvement of internal structures and processes;

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				<i>(Decision B.19/08, para. (f)); and</i> (ii) Implementation of a periodic quality assurance process <i>(Decision B.19/08, para. (h))</i>
e. Observers				
Participation of observers <i>(Decisions B.01-13/03, annex XII, para. 17; B.05/23, para. (b); B.BM-2016/11; B.13/27, para. (b); and B.BM-2017/02)</i>				Consider the outcomes of the review of guidelines on Observer participation <i>(Decisions B.BM-2016/11; and B.BM-2017/02)</i>
Policies on ethics and conflicts of interest[11] <i>(Decisions B.09/03, para. (b); and B.13/27, para. (b))</i> <i>(Document GCF/B.16/23, para. 8)</i>		Adopt the Policy on ethics for active observers <i>(Decisions B.09/03, para. (b); and B.13/27, para. (b))</i>		
f. Decision-making				
Decision-making between Board meetings <i>Decisions B.12/12, para. (a), B.15/02, para. (a),</i>	Board to consider outcome of Co-Chairs' consultations	Board to consider outcome of Co-Chairs' consultations <i>(Continuation from B.22)</i>		

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<i>B.17/09, para. (m) and B.18/06, para. (c)(ii)</i>				
Decision-making in the absence of consensus <i>Decisions B.01-13/01, para. (l), B.08/14, para. (b), B.12/11, para. (a) and B.15/02, para. (a)</i>	Board to consider outcome of Co-Chairs' consultations	Board to consider outcome of Co-Chairs' consultations <i>(Continuation from B.22)</i>		
8. INDEPENDENT UNITS				
Independent Integrity Unit	Presentation of the annual report of the Unit for 2018		Approval of the workplan and budget for 2020	
Independent Evaluation Unit			<ul style="list-style-type: none"> Approval of the evaluation policy <i>(Decision B.06/09, para. (a), annex III, para. (5); and B.16/07, para. (c))</i> Presentation of the annual report of the Unit for 2019 Approval of the workplan and budget for 2020 	<ul style="list-style-type: none"> Board to consider IEU evaluation on Learning-Oriented Real-Time Impact Assessment (LORTA) program – A report on baseline findings on selected project <i>(Decision B.21/11, para. (a), Annex XII, para 5b - d - IEU 2019 work programme)</i>
Independent Redress Mechanism	<ul style="list-style-type: none"> Adoption of detailed guidelines and procedures of the IRM <i>(Decision B.13/24, para. (b); and B.21/04, para. (c)(iii))</i> Presentation of the annual report of the Unit for 2018 	Presentation of two advisory/learning reports from the IRM	<ul style="list-style-type: none"> Approval of the workplan and budget for 2020 	<ul style="list-style-type: none"> Options to facilitate the Board's consideration of reports from the Independent Redress Mechanism <i>(Decision B.22/22, para. (d))</i>

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9. ADMINISTRATIVE MATTERS				
Administrative guidelines (Decision B.06/03, annex I)	Revised administrative guidelines on human resources			<ul style="list-style-type: none"> Revised Legal Framework on Human Resources, including the review of salary scales and benefits and allowances (Decision B.22/20, para. (a) & (b))

*Denotes matters required to be consulted with Accredited Entities prior to their being presented to the Board for adoption (Clause 32.04 of tgw template AMA adopted by decision B.12/31 (Annex XXVI))

10. MATTERS TO BE ADDRESSED AT EACH BOARD MEETING	
Approvals	<ul style="list-style-type: none"> Consideration of funding proposals Consideration of accreditation proposals
Co-Chairs' report, consultations and standing matters	<p>The Co-Chairs will report to each meeting on the status of consultations and will bring those matters to the attention of the Board as appropriate.</p> <p>The report on the activities of the Co-Chairs will include status updates on:</p> <ul style="list-style-type: none"> The revised workplan following B.22 and B.23; Board decisions proposed between meetings; and Election of Co-Chairs (last Board meeting of the year)
Board committee, panel and group Reports	Reports of the (i) Accreditation Committee; (ii) Accreditation Panel; (iii) Budget Committee; (iv) Ethics and Audit Committee; (v) Investment Committee; (vi) Private Sector Advisory group; (vii) Risk Management Committee; (viii) Technical Advisory Panel; (ix) Executive Director Selection Committee; and (x) Board representative group to the replenishment process
Secretariat matters	<ul style="list-style-type: none"> Report on the activities of the Secretariat, outlining the status of implementation of the Secretariat's work programme for 2018; Actions taken to include gender considerations in the activities of the GCF (Decision B.12/20, para. (d)); Legal and formal arrangements with accredited entities; Status of the GCF portfolio and pipeline including status of the implementation of the policy on restructuring and cancellation (Decisions B.11/11; and B.13/21, para. (d)(ix) and B.22/14, para. (c)); and status report on the PPF requests received (Decisions B.13/21, para. (d)(ix); B.13/21, para. (f); and B.17/01, para. (b)(xiv));

10. MATTERS TO BE ADDRESSED AT EACH BOARD MEETING	
	<ul style="list-style-type: none"> • Status of the GCF portfolio: approved projects and fulfilment of conditions (<i>Decision B.14/07, paras. (i) and (j)</i>); • Status of the initial resource mobilization process; • Report on the execution of the administrative budget • Progress report on the implementation of the Readiness work programme, including the status of NAPs (<i>Decision B.06/11, para. (f)</i>); and • Consolidated Board document on all information reports (<i>Decision B.18/12, para. (b)</i>)
Independent unit reports	<ul style="list-style-type: none"> • Reports of the independent units (<i>including Independent Evaluation Unit report – decision B.19/21, para. (d)</i>) • Report of the independent appeals panel
Other procedural agenda items	<ul style="list-style-type: none"> • Adoption of the agenda; • Adoption of the report of the previous meeting; • Reports from Board committees, panels and groups; • Dates and venues of the following meetings of the Board (<i>Decision B.17/24, para. (c)</i>); and • Report of the meeting

Abbreviations: B.18–24 = eighteenth to twenty-fourth meetings of the Board, COP = Conference of the Parties to the United Nations Framework Convention on Climate Change, LDCs = least developed countries, MSME = micro, small and medium-sized enterprise, NAP = national adaptation plan, PMFs = Performance Measurement Frameworks, PPF = Project Preparation Facility, PSAG = Private Sector Advisory Group, SIDS = small island developing States, RMF = Results management framework, TAP = independent Technical Advisory Panel, TOR = terms of reference, UNFCCC = United Nations Framework Convention on Climate Change.

*Denotes matters required to be consulted with Accredited Entities prior to their being presented to the Board for adoption (Clause 32.04 of tgw template AMA adopted by decision B.12/31 (Annex XXVI))

Matters to be addressed in relation to the strategic plan, and outcomes of the replenishment process	
Portfolio alignment and investment priority areas <i>(Decisions B.09/02, para. (b); and B.17/08, para. (b))</i>	Findings of the additional analysis of potential investment priority areas to identify specific results areas where targeted GCF investment would have the most impact <i>(Decision B.17/08, para. (b))</i>
Support for technology <i>(Decisions B.18/03, para. (c) and B.20/03, para. (b)(ii))</i> <i>(UNFCCC decision 7/CP.21, para. 22)</i>	Presentation of the TOR for a request for proposals to support climate technology incubators and accelerators <i>(Decision B.18/03, para. (c))</i>
REDD-plus <i>Decision B.18/07</i>	Consideration of an analysis of the experience with, and the progress made towards achieving the objectives of the pilot programme for REDD-plus results-based payments <i>Decision B.18/07, para. (f)</i>
Alternative policy approaches <i>(Decisions B.12/07, para. (e); B.14/01, para. (e); and B.17/01)</i>	Consideration of alternative policy approaches for the integral and sustainable management of forests

<i>(UNFCCC decisions 10/CP.22, para. 4; and 7/CP.21, para. 25)</i>	
Complementarity and coherence (<i>Decisions B.13/12, para. (c); and B.17/04, para. (b)</i>) <i>(UNFCCC decisions 7/CP.21, para. 26; and 7/CP.20, para. 16)</i>	<ul style="list-style-type: none"> • Updated operational framework on complementarity and coherence for 2019 –2020 (<i>Decision B.20/05, para. (e)</i>)

Matters to be taken up by the Secretariat, with the proviso to bring any recommendations requiring Board attention back to the Board	
Defining the nature, scope and extent of second-level due diligence by the Secretariat <i>(Decisions B.17/09, para. (o), and B.20/03, para. (b)(iv))</i>	Defining the nature, scope and extent of second-level due diligence by the Secretariat <i>(Decisions B.17/09, para. (o), and B.20/03, para. (b)(iv))</i>
Communications strategy <i>(Decisions B.01-13/05, para. (c); B.04/14, para. (c); B.13/25, para. (f); and B.17/01, para. (b) (ii))</i>	Adoption of a communications strategy <i>(Decisions B.13/25, para. (f); B.17/01, para. (b) (ii); and B.19/17, para. (b))</i>
Information disclosure policy <i>(Decisions B.12/35, paras. (b) and (g); annex XXIX, para. 28; B.17/01, para. (b) (xvii); and B.18/01, para. (g) and B.21/04, para. (c)(iv))</i>	Review of the live webcasting service for formal meetings of the Board <i>(Decision B.BM-2018/07, para. (b) and B.21/04, para. (c)(iv))</i>
Administrative guidelines <i>(Decision B.06/03, annex I and B.12/39, para. (a); and B.17/01, para. (c))</i>	<ul style="list-style-type: none"> • Administrative guidelines on information communication and technology • Reviewed administrative guidelines on procurement <i>(Decisions B.12/39, para. (a); and B.17/01, para. (c))</i>
Information disclosure policy <i>(Decisions B.12/35, paras. (b) and (g); annex XXIX, para. 28; B.17/01, para. (b) (xvii); and B.18/01, para. (g) and B.21/04, para. (c)(iv))</i>	<ul style="list-style-type: none"> • Review of the Information Disclosure Policy <i>Decision B.12/35, paragraph (a), annex XXIX, paragraph 41</i> • Presentation of recommendations on the review of the relevant disclosure requirements once the environmental and social management system is developed (<i>Decision B.12/35, para. (b)</i>)
Travel policy for the GCF ¹ <i>(Decisions B.12/13, and B.15/02)</i>	Adoption of a travel policy for the GCF

¹ Co-Chairs