

Green Climate Fund

Annotations to the provisional agenda

Information document

GCF/B.01-12/Inf. 01

3 August 2012

Meeting of the Board

23-25 August 2012

Geneva, Switzerland

Agenda item 3



Annotations to the provisional agenda

Agenda item 1: Opening of the meeting

The meeting will be opened jointly by the Executive Secretary of the United Nations Framework Convention on Climate Change (UNFCCC) and the Chief Executive Officer and Chairperson of the Global Environment Facility (GEF), or their representatives.

Agenda item 2: Election of Co-Chairs

The Board will be invited to elect two Co-Chairs from within its members to serve for the period of one year, with one being a member from a developed country Party and the other being a member from a developing country Party.

Agenda item 3: Adoption of the agenda

A provisional agenda for consideration by the Board has been circulated to Board members as document GCF/B.01-12/01.

The Board will be invited to adopt the agenda for the meeting.

Agenda item 4: Arrangements for observer participation in the Board meetings

A working document on arrangements for observer participation in the Board meetings for consideration by the Board has been circulated to Board members as document GCF/B.01-12/03.

The Board will be invited to:

- (a) Endorse the provisional arrangements made for participation of observers in its first meeting, as outlined in section III of document GCF/B.01-12/03, and agree to extend them until it has adopted its own procedures;*
- (b) Request the Interim Secretariat to prepare a policy document on modalities and guidelines for effective participation of observers and engaging civil society and the private sector in the meetings of the Board for consideration by the Board at its second meeting.*

Agenda item 5: Additional rules of procedure of the Board

Draft additional rules of procedure of the Board for consideration by the Board have been circulated to Board members as document GCF/B.01-12/02.

The Board will be invited to agree, subject to comments and amendments made at the meeting, to adopt the additional rules of procedure of the Board.

Agenda item 6: Work plan of the Board

A draft work plan of the Board for consideration by the Board has been circulated to Board members as document GCF/B.01-12/04.

The Board will be invited to review the document, discuss the elements of business model of the Fund and strategic priorities of the Board, and agree, subject to comments and amendments made at the meeting, to approve the work plan of the Board.

Agenda item 7: Arrangements for the Interim Secretariat, including the appointment of its head

A working document on arrangements for the Interim Secretariat and a working document on the selection of the head of the Interim Secretariat for consideration by the Board have been circulated to Board members as documents GCF/B.01-12/05 and GCF/B.01-12/06, respectively.

The Board will be invited to:

- (a) Take note of the information presented in document GCF/B.01-12/05 Arrangements for the Interim Secretariat and approve the arrangements as outlined;*
- (b) Agree, subject to comments made at the meeting, on: (i) the selection process as outlined in document GCF/B.01-12/06; and (ii) the terms of reference for the head of the Interim Secretariat.*
- (c) Establish a Selection Committee consisting of the Board members to undertake the selection process;*
- (d) Request the Interim Secretariat to support the work of the Board by procuring the services of a competent executive search firm in accordance with the terms of reference annexed to this document and to approve US\$ 200,000 as part of the budget of the Interim Secretariat for the budget period of July 2012–June 2013 to meet the costs of engaging the executive search firm.*

Agenda item 8: Arrangements for the Interim Trustee

A working document on the arrangements for the Interim Trustee for consideration by the Board has been circulated to Board members as document GCF/B.01-12/07.

The Board will be invited to:

- (a) Approve the approach for the Interim Trustee engagement and the scope of services to be provided by the Interim Trustee, as outlined in the document;*
- (b) Approve the Standard Provisions annexed to the document that would apply to all contribution agreements between the Interim Trustee and the contributors to the Fund, prior to the recognition of the Fund's juridical personality and legal capacity and the conclusion of the legal arrangement between the Interim Trustee and the Fund; and*
- (c) Approve the Transfer Agreement annexed to the document that would govern the arrangement for the transfers of funds by the Interim Trustee to the UNFCCC secretariat in connection with the Interim Secretariat.*

Agenda item 9: Administrative budget for the Interim Secretariat and the Interim Trustee

Draft administrative budget for the Interim Secretariat and the Interim Trustee for the period up to 30 June 2013 for consideration by the Board has been circulated to Board members as document GCF/B.01-12/08.

The Board will be invited to:

- (a) *Approve the administrative budget to cover the expenditures incurred during the period up to 30 June 2012 and the administrative budget proposed for the period 1 July 2012 to 30 June 2013, in the amounts set forth in Table 1 of document GCF/B.01-12/08;*
- (b) *Request the Interim Secretariat to ensure that it has the necessary human resources and facilities to support the Board in implementing its work plan, subject to availability of resources;*
- (c) *Authorize the International Bank for Reconstruction and Development (the World Bank) as the Interim Trustee for the Green Climate Fund to make cash transfers for the Interim Secretariat through the UNFCCC and the GEF secretariats, and to the World Bank as the Interim Trustee, up to the total amounts specified in Table 1, subject to the availability of resources in the GCF Trust Fund and adjustment after 30 June 2013, based upon revised costs and expenditures to be incurred.*

Agenda item 10 Selection of the host country of the Fund

A working document on the selection of the host country of the Fund for consideration by the Board has been circulated to Board members as document GCF/B.01-12/09.

The Board will be invited to:

- (a) *Take note of the expressions of interest submitted by the countries for hosting the Fund;*
- (b) *Approve the supplementary criteria and process for selection of the host country; and*
- (c) *Establish the Host Country Evaluation Committee comprised of Board members to evaluate the expressions of interest and report back to the Board at its next meeting with recommendations.*
- (d) *To recommend to the Host Country Evaluation Committee to follow the procedures and evaluation criteria presented in document GCF/B.01-12/09, subject to comments made at the meeting.*

Agenda item 11 Other business

Members of the Board may raise any other business under this agenda item.

Agenda item 12 Report of the meeting

The Co-Chairs of the Board, with the assistance of the Interim Secretariat, will present a draft summary report of the meeting containing the decisions taken.

The Board will be invited to adopt the report.

Agenda item 13 Closure of the meeting

The meeting will be closed by the Co-Chairs.

Provisional list of documents

Working documents

GCF/B.01-12/01	Provisional agenda
GCF/B.01-12/02	Additional rules of procedure of the Board
GCF/B.01-12/03	Arrangements for observer participation in the Board meetings
GCF/B.01-12/04	Work plan of the Board
GCF/B.01-12/05	Arrangements for the Interim Secretariat
GCF/B.01-12/06	Selection of the head of the Interim Secretariat
GCF/B.01-12/07	Arrangements for the Interim Trustee
GCF/B.01-12/08	Administrative Budget for the Interim Secretariat and the Interim Trustee (for the period up to 30 June 2013)
GCF/B.01-12/09	Selection of the host country of the Fund

Information documents

GCF/B.01-12/Inf.01	Annotations to the provisional agenda
GCF/B.01-12/Inf.02	Roles and responsibilities of the Board
GCF/B.01-12/Inf.03	Green Climate Fund Trust Fund – Financial report prepared by the Interim Trustee

Provisional timetable***Thursday, 23 August 2012****Morning session*

10:00-11:00	Agenda item 1	Opening of the meeting
	Agenda item 2	Election of Co-Chairs
	Agenda item 3	Adoption of the agenda
11:00-13:00	Agenda item 4	Arrangements for observer participation in the Board meetings

Afternoon session

15:00-17:00	Agenda item 5	Additional rules of procedure of the Board
17:00-18:30	Agenda item 6	Work plan of the Board

Friday, 24 August 2012*Morning session*

09:00-11:00	Agenda item 6	Work plan of the Board (cont'd)
11:00-13:00	Agenda item 7	Arrangements for the Interim Secretariat, including the appointment of its head

Afternoon session

15:00-17:00	Agenda item 8	Arrangements for the Interim Trustee
17:00-18:30	Agenda item 9	Administrative budget of the Interim Secretariat and the Interim Trustee

Saturday, 25 August 2012*Morning session*

09:00-12:00	Agenda item 10	Selection of the host country of the Fund
12:00-13:00	Agenda item 11	Other business
13:00-13:30	Agenda item 12	Report of the meeting
13:30-14:00	Agenda item 13	Closure of the meeting