



GREEN
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Methodology for Decisions Taken in between Meetings

GCF/B.10/10

12 June 2015

Meeting of the Board

6-9 July 2015

Songdo, Republic of Korea

Provisional agenda item 24



Recommended action by the Board

It is recommended that the Board:

- (a) Take note of the information presented in document GCF/B.10/10 *Methodology for Decisions Taken in between Meetings*; and
- (b) Adopt the draft decision presented in Annex I to this document.

Methodology for Decisions Taken in between Meetings

Introduction

1. Paragraph 41 of the Rules of Procedure of the Board (“Rules of Procedure”) provides that:

“Notwithstanding the provisions set forth in paragraph 29 above, in between Board meetings, the Secretariat, after approval of the Co-Chairs, may transmit to Board members a proposed decision with an invitation to approve the decision within a prescribed period (generally 21 days but in urgent cases no less than one week), on a no-objection basis.”

2. Paragraph 42 of the Rules of Procedure states that:

“The Board will adopt guidelines to determine in which cases decisions without a Board meeting may be requested”. It also proceeds to state that “prior to the adoption of such guidelines, the Co-Chairs will determine on a case-by-case basis which decisions may be requested without a Board meeting.”

3. Paragraph 43 of the Rules of Procedure further provides that:

“At the expiration of the period prescribed for replies, the decision will be deemed approved unless there is an objection. If an objection has been received, the Co-Chairs will work through the objection with the Board member directly. If the objecting Board member upholds his/her objection following discussion with the Co-Chairs, the proposed decision will be considered by the Board at the following meeting. The Secretariat shall circulate all written comments and objections to Board members and alternate members and notify all the Board members and alternate members of the action taken pursuant to this paragraph.”

4. The above procedure is to be followed in cases where an objection has been received. With regard to cases where a member of the Board does not object to a proposed decision but provides comments, the Rules of Procedure do not address the possibility of allowing the Secretariat to revise or modify a proposed decision on the basis of comments from members of the Board.

5. The purpose of this document is to propose, for consideration by the Board, a streamlined decision methodology that the Co-Chairs have determined may be requested in between meetings of the Board pursuant to paragraph 42 of the Rules of Procedure. This proposed methodology is set out in Annex II to this document.

Annex I: Draft decision of the Board

The Board, having reviewed document GCF/B.10/10 *Methodology for Decisions Taken in between Meetings*:

Adopts the methodology for decisions taken in between meetings set forth in Annex II to this document.

Annex II: Methodology for decisions taken in between meetings

I. Transmittal of proposed draft decisions

1. Upon approval from the Co-Chairs, the Secretariat may transmit a proposed draft decision¹ to members of the Board in between meetings, with an invitation to approve the decision within a prescribed period (the “Approval Period”). If the Approval Period indicated in the transmittal letter is less than 21 calendar days, the Secretariat shall provide an explanation, setting out the reason for the urgency. Under no circumstances shall the Approval Period be less than one week.

2. Depending on the nature of the matter to be decided, the transmittal letter sent to members of the Board, and referred to in paragraph 1 above, may also invite members of the Board to make comments on the proposed draft decision within a prescribed period (the “Commenting Period”) which, to avoid confusion, forms part of the Approval Period. In cases where the Approval Period is 21 calendar days, the Commenting Period shall be one week. In cases where the Approval Period is less than 21 calendar days, the Commenting Period may be shortened with the prior approval of the Co-Chairs.

II. Incorporation of comments

3. If one or more members of the Board provide comments during the Commenting Period, the Secretariat shall – in accordance with paragraph 4 or paragraph 5 below, as applicable – prepare a revised draft decision, taking the comments into account, and transmit this to members of the Board, highlighting the revisions made to the original draft. Unless otherwise approved by the Co-Chairs, a draft decision shall be revised and transmitted to members of the Board only after expiration of the Commenting Period. The Secretariat shall also transmit a compilation of all comments received and how these comments have been addressed in the draft decision. In the event that any comments are not addressed, the Secretariat shall explain the reasons for not incorporating such comments.

4. In cases where the Approval Period is 21 calendar days, the revised draft decision shall be transmitted for consideration by members of the Board within one week of expiration of the Commenting Period, and the transmittal letter shall invite members of the Board to approve the decision within the Approval Period.

5. In cases where the Approval Period is less than 21 calendar days, the revised draft decision shall be transmitted for consideration by members of the Board as soon as possible following expiration of the Commenting Period. Members of the Board shall be invited to approve the decision within the Approval Period, on the condition that under no circumstances shall there be less than five calendar days between transmittal of the revised draft decision and the end of the Approval Period.

6. Upon expiration of the Approval Period, the draft decision – in a revised form if comments have been received and incorporated by the Secretariat, or in its original form if members of the Board were not invited to comment or did not provide comments – shall be deemed approved unless an objection has been received by the Secretariat in writing (including by e-mail). In this event, the procedure set out in paragraph 43 of the Rules of Procedure shall apply.

¹ A proposed draft decision may concern any matter to be decided by the Board, including, but not limited to, policy-related matters, project or programme funding proposals, and administrative or procedural issues.

7. A schematic overview of the approval and commenting process, on the basis of an Approval Period of 21 days, is set out below.

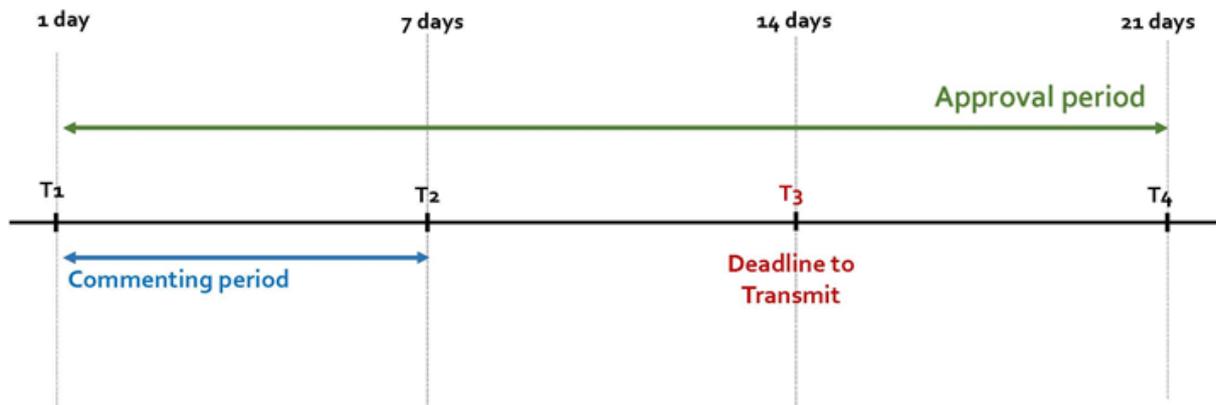


Figure 1: Schematic overview of the approval and commenting process