



**GREEN
CLIMATE
FUND**

Meeting of the Board
8 – 10 March 2016
Songdo, Incheon, Republic of Korea

GCF/B.12/31

8 March 2016

**Amendment to guidelines on the
participation and conduct of advisers in
Board meetings adopted by decision
B.04/11**

Proposal from the Co-Chairs

I. Introduction

1. Pursuant to Decision B.04/11, the Board approved the Guidelines on the participation and conduct of advisers in Board meetings as set out in Annex I to document GCF/B.04/17 (“Guidelines on the participation of advisers”).
2. Paragraph 3 of the Guidelines on the participation of advisers states that:
“One adviser per Board and alternate member will be allowed in the Board meeting room to observe Board proceedings at any one time.”
3. In the absence of a specific provision in the Guidelines on the participation of advisers of the Co-Chairs, the de facto practice of the Board for the past two years has been to allow more than one adviser in the Board meeting room to observe Board proceedings to support the effective discharge of the Co-Chairs’ functions.
4. To provide clarity on the Fund’s procedures and ensure the Board’s practices are in accordance with its formal written rules of procedure, it is important to amend the Guidelines to allow one additional adviser per Co-Chair to be present in the Board meeting room.

II. Requested action by the Board

5. It is requested that the Board adopts the decision proposed by the Co-Chairs of the Board as presented in Annex I to this document.

Annex I: Draft decision of the Board

The Board, having considered document GCF/B.12/31 titled “Amendment to the Guidelines on the participation and conduct of advisers in Board meetings adopted by decision B.04/11”:

(a) Decides to amend paragraph 3 of the “Guidelines on the participation and conduct of advisers in Board meetings” so that it reads as follows:

“3. Up to two advisers per Co-Chair will be allowed in the Board meeting room to observe Board proceedings at any one time. One adviser per other Board and alternate member will be allowed in the Board meeting room to observe Board proceedings at any one time.”

(b) Requests the Secretariat to publish the revised consolidated Guidelines on the participation and conduct of advisers in Board meetings on the Fund’s website.
