



**GREEN
CLIMATE
FUND**

Meeting of the Board
12 – 14 October 2016
Songdo, Incheon, Republic of Korea
Provisional agenda item 17

GCF/B.14/13

3 October 2016

Date and venue of the following meeting of the Board

Summary

This paper is prepared to assist the Board in confirming the date and venue of the fifteenth meeting of the Board.

I. Introduction

1. This paper is prepared to assist the Board in confirming the date and venue of the fifteenth meeting of the Board (B.15).
2. As per paragraph 17 of the Rules of Procedure of the Board, at each meeting, the Board will confirm the date and duration of the following meeting.
3. By decision B.12/41, paragraph (e), the Board decided that B.15 will take place from Tuesday, 13 December 2016, to Thursday, 15 December 2016, with these dates to be confirmed at the fourteenth meeting of the Board.
4. The Board, by paragraphs (f) and (g) of the same decision, also decided to hold B.15 in Apia, Samoa, and requested the Secretariat to pursue its consultations with Samoa with a view to concluding the required legal agreement and to making the necessary arrangements.
5. The draft decision contained in annex I to this document proposes the confirmation of the above-mentioned date and venue of B.15.
6. Through a letter dated 30 September 2016 addressed to the Co-Chairs of the Board, H.E. Mr. Aliioaiga Feturi Elisaia, the permanent representative of Samoa to the United Nations, provided an update of the work of the Government of Samoa on the preparations for the fifteenth meeting of the Board, including the status of progress regarding the relevant legal arrangement to host the meeting. This letter is contained in annex II to this document.

Annex I: Draft decision of the Board

The Board, having reviewed document GCF/B.14/XX titled “Date and venue of the following meeting of the Board”:

- (a) *Affirms* that the fifteenth meeting of the Board will take place from Tuesday, 13 December 2016, to Thursday, 15 December 2016;
- (b) *Also affirms* that the fifteenth meeting of the Board will take place in Apia, Samoa, subject to the conclusion of the required legal agreement at least six weeks before the meeting starts; and
- (c) *Requests* the Secretariat to continue its consultations with Samoa with a view to concluding the required legal agreement and to making the necessary arrangements.

Annex II: Letter to Co-Chairs – Note on Samoa’s preparations for the fifteenth meeting of the Board of the Green Climate Fund



**PERMANENT REPRESENTATIVE
OF SAMOA
TO THE UNITED NATIONS**

30 September 2016,

Mr. Zaheer Fakir
Co-Chair, GCF Board

Mr. Ewen McDonald
Co-Chair, GCF Board,

Dear Co-Chairs,

I am sharing with you, and by copy of this letter, the Secretary of the GCF Board, a brief "Note" for the information of Board members and other stakeholders of the Fund in the context of Samoa's preparations for our 15th meeting in December.

The following is the information which the GCF Secretariat can share either in advance with the rest of the Board members etc, or as a brief for the Agenda item on the Dates of the next board meeting when it comes up for discussion etc.

"To the members of the Board of the Green Climate Fund

It is with great pleasure that I provide you with an update of the work of the Government of Samoa on the preparations for the fifteenth meeting of the Board of the Green Climate Fund from 13 to 15 December in Apia, Samoa.

With the meeting due to take place in a little over two months' time, I would like to take the opportunity of informing you that we have made good progress on the arrangements for the meeting, drawing on Samoa's experience in hosting international events such as the UN Small Island Developing States Conference in September 2014.

The Government of Samoa is currently working on the requirements outlined in the Memorandum of Understanding (MoU) between the GCF and the Government of Samoa on the hosting of the GCF Board meeting. I am pleased to advise that we are on track to sign the MoU within the coming month, if not before the preparatory visit by officials from the GCF Secretariat scheduled from 19 to 21 October.

I very much look forward to hosting you in Apia in December.

A handwritten signature in black ink, appearing to read "Aliioaiga Feturi ELISAIA".

Aliioaiga Feturi ELISAIA.

copy: Ms. Carolina Fuentes, Secretary to the GCF Board.