



**GREEN
CLIMATE
FUND**

Meeting of the Board
4 – 6 April 2017
Songdo, Incheon, Republic of Korea
Provisional agenda item 2

GCF/B.16/Inf.01

31 March 2017

Annotations to the provisional agenda

Summary

This document contains annotations to the provisional agenda as contained in document GCF/B.16/01/Drf.02.

Agenda item 1: Opening of the meeting

1. The sixteenth meeting of the Board (B.16) will be opened by the Co-Chairs on Tuesday, 4 April 2017 at 9.30 a.m.

Agenda item 2: Adoption of the agenda and organization of work

2. **Background:** The provisional agenda as determined and confirmed by the Co-Chairs was circulated to the Board and posted on the GCF website as document GCF/B.16/01/Drf.01 on 1 March 2017. The revised provisional agenda was later issued to the Board as document GCF/B.16/01/Drf.02 on 29 March 2017.
3. **Action:** In accordance with paragraph 20 of the Rules of Procedure of the Board, the Board is invited to adopt the provisional agenda as contained in document GCF/B.16/01/Drf.02 titled "Provisional agenda".

<i>GCF/B.16/01/Drf.01</i>	<i>Provisional agenda</i>
<i>GCF/B.16/01/Drf.02</i>	<i>Provisional agenda</i>

Agenda item 3: Adoption of the report of the fifteenth meeting of the Board

4. **Background:** A draft report of the fifteenth meeting of the Board (B.15), which took place in Apia, Samoa, on 13–15 December 2016, was transmitted to the Board as document GCF/B.15/24/Drf.01 titled "Report of the fifteenth meeting of the Board, 13–15 December 2016" on 20 March 2017 for a two-week review period.
5. On 24 March 2017, a draft addendum to the main report in respect of the closed sessions that took place during B.15 was transmitted to the Board as document GCF/B.15/24/Add.01/Drf.01 for a one-week review period on a limited distribution basis. This draft addendum contains Board proceedings on agenda item 19, "Accreditation master agreements", and agenda item 22, "Options for operationalization of the Administrative Tribunal".
6. Comments received from the Board during the review period, if any, will be incorporated in the draft report and its addendum. The draft reports will then be retransmitted to the Board with a view for adoption at B.16.
7. **Action:** The Board is invited to adopt the report of B.15 and its addendum for the Board closed sessions as contained in document GCF/B.15/24 and Add.01.

<i>GCF/B.15/24</i>	<i>Report of the fifteenth meeting of the Board, 13–15 December 2016</i>
<i>GCF/B.15/24/Add.01 (Limited distribution)</i>	<i>Report of the fifteenth meeting of the Board, 13–15 December 2016 – Addendum: Report on the closed sessions</i>

Agenda item 4: Decisions proposed and approved between the fifteenth and sixteenth meetings of the Board

8. **Background:** Document GCF/B.16/Inf.02 titled "Decisions taken between the fifteenth and sixteenth meetings of the Board" was transmitted to the Board on 14 March 2017 to inform

it on the decision proposed between B.15 and B.16 as at the date of transmission. An addendum to that document was later transmitted to the Board on 24 March 2017 as document GCF/B.16/Inf.02/Add.01 to provide an update on one additional decision proposed between B.15 and B.16 and the subsequent approval by the Board of the two proposed decisions as at 24 March 2017.

9. **Action:** The Board is invited to take note of the information provided in document GCF/B.16/Inf.02 and Add.01.

<i>GCF/B.16/Inf.02</i>	<i>Decisions taken between the fifteenth and sixteenth meetings of the Board</i>
<i>GCF/B.16/Inf.02/Add.01</i>	<i>Decisions taken between the fifteenth and sixteenth meetings of the Board – Addendum</i>

Agenda item 5: Report on the activities of the Co-Chairs, including the outcomes of the Co-Chairs’ consultations

10. **Background:** Document GCF/B.16/02 titled “Report on the activities of the Co-Chairs, including the outcomes of the Co-Chairs’ consultations” is under development by the Co-Chairs as at 27 March 2017. A document is under preparation and will be transmitted to the Board in due course to inform it on the main activities undertaken by the Co-Chairs from late December 2016 to early April 2017.

11. **Action:** The Board is invited to take note of the information provided in document to be distributed.

<i>GCF/B.16/02</i>	<i>Report on the activities of the Co-Chairs, including the outcomes of the Co-Chairs’ consultations</i>
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Agenda item 6: Report on the activities of the Secretariat

12. **Background:** Document GCF/B.16/Inf.03 titled “Report on the activities of the Secretariat” informs the Board on progress related to mandates given to the Secretariat through previous Board decisions.

13. **Action:** The Board is invited to take note of the information provided in document GCF/B.16/Inf.03.

<i>GCF/B.16/Inf.03</i>	<i>Report on the activities of the Secretariat</i>
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Agenda item 7: Reports from committees, panels and groups

14. **Background:** Document GCF/B.16/Inf.04 titled “Reports from committees, panels and groups of the Board of the Green Climate Fund” was transmitted to the Board on 14 March 2017. The document contains the reports on the activities of the following committees and panels of the Board, covering the reporting period of November 2016 to February 2017:

- (a) Accreditation Committee;
- (b) Accreditation Panel; and

- (c) Independent Technical Advisory Panel;
15. An addendum to this document was transmitted later to report to the Board the activities of the following additional committees and panels of the Board, covering the same reporting period:
- (a) Budget Committee;
- (b) Investment Committee;
- (c) Private Sector Advisory Group; and
- (d) Risk Management Committee..
16. **Action:** The Board is invited to take note of the information provided in document GCF/B.16/Inf.04 and its Add.01.

<i>GCF/B.16/Inf.04</i>	<i>Reports from committees, panels and groups of the Board of the Green Climate Fund</i>
<i>GCF/B.16/Inf.04/Add.01</i>	<i>Reports from committees, panels and groups of the Board of the Green Climate Fund</i>

Agenda item 8: Implementation of the initial strategic plan for the GCF

17. **Background:** In decision B.12/20, paragraphs (c) and (d), the Board requested the Secretariat “under the Co-Chairs’ guidance, to integrate the operational priorities and action plan included in the Strategic Plan in the Work Plan for 2016, and subsequent Work Plans”; and “to take all steps necessary to implement the action plan in a gender-responsive manner, and report at each Board meeting on progress achieved”. At B.15, the Co-Chairs proposed that the Secretariat be requested to present a comprehensive status report on the implementation of the plan for consideration by the Board at B.16, which marks the first anniversary of the adoption of the plan.

18. Document GCF/B.16/04 titled “Implementation of the initial strategic plan of the GCF: annual report” provides an annual update on the progress made in the implementation of the strategic plan of the GCF. The reporting period is from the twelfth meeting of the Board, held from 8 to 10 March 2016, to 28 February 2017.

19. Along with document GCF/B.16/04, four addenda with respect to country programmes and entity work programmes were also transmitted to the Board, including one public addendum that provides an update on country programmes and entity work programmes and the official country programme submission of Zambia, and three limited distribution addenda that contain programme briefs submitted by countries, direct access entities and international access entities.

20. **Action:** The Board is invited to take note of the information provided in document GCF/B.16/04 and Add.01–04.

<i>GCF/B.16/04</i>	<i>Implementation of the initial strategic plan of the GCF: annual report</i>
<i>GCF/B.16/04/Add.01</i>	<i>Implementation of the initial strategic plan of the GCF – Addendum I: Update on country programmes and entity work programmes</i>
<i>GCF/B.16/04/Add.02 (Limited distribution)</i>	<i>Country Programme Briefs</i>

*GCF/B.16/04/Add.03 Entity Work Programmes: Direct Access Entities
(Limited distribution)*

*GCF/B.16/04/Add.04 Entity Work Programmes: International Access Entities
(Limited distribution)*

Agenda item 9: Work Programme of the Secretariat for 2017

21. **Background:** Document GCF/B.16/21 titled “Adjusted administrative budget and work programme of the Secretariat for 2017” presents the work programme of the Secretariat for 2017 in accordance with the responsibilities assigned to it by the Governing Instrument for the GCF and consistent with the direction of the Board in its decisions and strategic plan.

22. **Action:** the Board is invited to adopt the draft decision contained in annex I to document GCF/B.16/21.

GCF/B.16/21 Adjusted administrative budget and work programme of the Secretariat for 2017

Agenda item 10: Matters related to guidance from the Conference of the Parties

(a) Update on COP guidance under consideration

23. **Background:** Document GCF/B.16/Inf.15 titled “Update on progress in addressing guidance from the twenty-second session of the Conference of the Parties” provides an update on progress made in responding to guidance received from the Conference of the Parties to the United Nations Framework Convention on Climate Change (UNFCCC) at its twenty-second session, in particular UNFCCC decision 10/CP.22.

24. **Action:** The Board is invited to take note of the information contained in document GCF/B.16/Inf.15.

GCF/B.16/Inf.15 Update on progress in addressing guidance from the twenty-second session of the Conference of the Parties

(b) Facilitating an increase in proposals from direct access entities

25. **Background:** In decision B.15/03, paragraph (b), the Board requested the Secretariat to prepare a document for consideration by the Board at its sixteenth meeting that outlines the actions to be taken by the Board in order to facilitate an increase in proposals from direct access entities in the pipeline. Document GCF/B.16/Inf.08 provides information on current engagement with direct access accredited entities (AEs), including current status of the direct access AE pipeline of projects; identifies and addresses direct access AE needs for support; and provides options for additional support to direct access AEs that the Board may wish to consider.

26. **Action:** The Board is invited to take note of the information presented in document GCF/B.16/Inf.08.

GCF/B.16/Inf.08

Facilitating an increase in proposals from direct access entities

Agenda item 11: Readiness and preparatory support

(a) Progress report on the Readiness and Preparatory Support Programme

27. **Background:** The Board approved the operationalization of the Readiness and Preparatory Support Programme in decision B.08/11 and requested the Secretariat to report biannually to the Board on the progress of the programme. Given the interest in the early progress of the programme, the Secretariat has been reporting on it to the Board at each meeting. Document GCF/B.16/Inf.05 titled “Progress and outlook report of the Readiness and Preparatory Support Programme” was transmitted to the Board on 14 March 2017. It is built on the previous readiness report presented to the Board at B.15, and provides updates on the cumulative progress made since the launch of the programme up to March 2017.

28. **Action:** The Board is requested to take note of the information provided in document GCF/B.16/Inf.05.

GCF/B.16/Inf.05

Progress and outlook report of the Readiness and Preparatory Support Programme

(b) Terms of reference for the independent evaluation of the programme

29. **Background:** The Board, in decision B.15/04 and in line with decisions B.08/11 and B.13/03, requested that an independent evaluation of the Readiness and Preparatory Support Programme to be conducted and presented to the Board no later than the last meeting of the Board in 2017. It also requested the Secretariat to present the draft terms of reference (TOR) for the independent evaluation of the programme for consideration at B.16.

30. **Action:** The Co-Chairs will invite the Board to provide views on this item.

(c) Country ownership guidelines

31. **Background:** In accordance with decision B.14/06, the Board at B.15 requested Mr. Colin Young (member of the Board, Belize) and Ms. Kate Hughes (alternate member of the Board, United Kingdom of Great Britain and Northern Ireland), to continue their consultation with the Board on this matter with a view to presenting revised country ownership guidelines for consideration by the Board at B.16.

32. **Action:** The Co-Chairs will invite the Board to provide views on this item.

Agenda item 12: Status of the GCF portfolio: related to funding proposals

33. **Background:** Document GCF/B.16/Inf.06 titled “Status of the GCF portfolio: pipeline and approved projects” was transmitted to the Board on 16 March 2017. The document provides an update of the GCF portfolio, including the pipeline of projects and programmes for the reporting period of 1 November 2016 to 31 January 2017. Two limited distribution addenda accompany the document.

34. **Action:** The Board is invited to take note of the information presented in document GCF/B.16/Inf.06 and in the limited distribution addenda.

<i>GCF/B.16/Inf.06</i>	<i>Status of the GCF portfolio: pipeline and approved projects</i>
<i>GCF/B.16/Inf.06/Add.01 (limited distribution)</i>	<i>Status of the GCF portfolio – Addendum: list of funding proposals</i>
<i>GCF/B.16/Inf.06/Add.02 (limited distribution)</i>	<i>Status of the Fund’s portfolio – Addendum: list of concept notes</i>

Agenda item 13: Policy matters related to the approval of funding proposals

(a) Status of the fulfilment of conditions on relevant approved projects

35. **Background:** Document GCF/B.16/Inf.07 titled “Status of the fulfilment of conditions on relevant approved projects” was transmitted to the Board on 14 March 2017. The document provides an update on the GCF portfolio, including the status of the fulfilment of conditions for the 35 projects and programmes approved by the Board at its eleventh, thirteenth, fourteenth and fifteenth meetings.

36. **Action:** The Board is invited to take note of the information presented in document GCF/B.16/Inf.07.

<i>GCF/B.16/Inf.07</i>	<i>Status of the fulfilment of conditions on relevant approved projects</i>
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(b) Review of the initial proposal approval process

37. **Background:** The Board, in decision B.11/11, decided to review the GCF initial proposal approval process as approved by the Board in decision B.07/03 and requested the Secretariat to undertake this review based on the experience gathered from the proposals already submitted for consideration by the Board. Document GCF/B.16/09 titled “Review of the initial proposal approval process” is intended to present a review of the GCF proposal approval process, taking into account lessons learned from its initial application. A document on this matter is under preparation and will be transmitted to the Board in due course prior to B.16.

38. **Action:** The Co-Chairs will invite the Board to provide views on this item.

<i>Review of the initial proposal approval process</i>
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(c) Simplified approval process

39. **Background:** In decision B.13/20, paragraph (h), the Board requested the Secretariat to present to the Board, for consideration and approval, guidelines on the simplified processes for the approval of proposals for certain activities, in particular small-scale activities, taking into account the views expressed in the Co-Chairs’ consultations related to: (1) the proportion of GCF contribution to the total project size; (2) the level of details required for full proposal development; and (3) the addressing of project risks.

40. **Action:** The Co-Chairs will invite the Board to provide views on this item.

(d) Policy matters arising from the consideration of funding proposals at the fifteenth meeting of the Board

41. **Background:** During the Board discussion at B.15, a numbers of policy related matters were arised from the Board. In its decicion B.15/07, paragraph (j), the Board requested the Co-Chairs to compile a list of policy matters arising from the consideration of funding proposals at the fifteenth meeting of the Board for inclusion in the report of the meeting; and also requested the Co-Chairs to present a proposal to address these matters for the Board’s consideration at its sixteenth meeting. A list of Policy matters arising from the consideration of funding proposals at B.15 was included in the Report of the fifteenth meeting of the Board as annex XIX.
42. **Action:** The Co-Chairs will invite the Board to provide views on this item.

Agenda item 14: Consideration of funding proposals

43. **Background:** Document GCF/B.16/07 titled “Consideration of funding proposals” was transmitted to the Board on 15 March 2017. It presents the funding proposals for the Board’s consideration at B.16. It also presents an overview of the GCF portfolio and a brief guide to the funding proposal packages. The funding proposal packages are presented in addenda to document GCF/B.16/07 (documents GCF/B.16/07/Add.01–09, 13, 16 and 17). Additional information is provided in limited distribution and/or confidential addenda (documents GCF/B.16/07/Add.10/Rev.01, Add. 11/Rev.01, Add.12, 14 and15).
44. **Action:** The Board is invited to adopt the draft decision contained in annex I to document GCF/B.16/07.

<i>GCF/B.16/07</i>	<i>Consideration of funding proposals</i>
<i>GCF/B.16/07/Add.01</i>	<i>Funding proposal package for FP038</i>
<i>GCF/B.16/07/Add.02</i>	<i>Funding proposal package for FP039</i>
<i>GCF/B.16/07/Add.03</i>	<i>Funding proposal package for FP040</i>
<i>GCF/B.16/07/Add.04</i>	<i>Funding proposal package for FP041</i>
<i>GCF/B.16/07/Add.05</i>	<i>Funding proposal package for FP042</i>
<i>GCF/B.16/07/Add.06</i>	<i>Funding proposal package for FP043</i>
<i>GCF/B.16/07/Add.07</i>	<i>Funding proposal package for FP044</i>
<i>GCF/B.16/07/Add.08</i>	<i>Funding proposal package for FP045</i>
<i>GCF/B.16/07/Add.09</i>	<i>Funding proposal package for FP046</i>
<i>GCF/B.16/07/Add.10/Rev.01 (Confidential distribution)</i>	<i>Funding proposal package for FP038 additional information</i>
<i>GCF/B.16/07/Add.11/Rev.01 (Confidential distribution)</i>	<i>Funding proposal package for FP039 additional information</i>
<i>GCF/B.16/07/Add.12 (Limited distribution)</i>	<i>List of conditions and Recommendations</i>
<i>GCF/B.16/07/Add.13</i>	<i>Assessment of the Independent Technical Advisory Panel</i>
<i>GCF/B.16/07/Add.14 (Limited distribution)</i>	<i>Secretariat’s review</i>
<i>GCF/B.16/07/Add.15 (Limited distribution)</i>	<i>Term sheet</i>
<i>GCF/B.16/07/Add.16</i>	<i>Responses from the accredited entities to the Independent Technical Advisory Panel assessment</i>

GCF/B.16/07/Add.17

Gender assessments and action plans

Agenda item 15: Private Sector Facility: potential approaches to mobilizing funding at scale

45. **Background:** At its fourth meeting, as part of its deliberations on the business model framework of the GCF, the Board acknowledged the need to mobilize funds at scale from, inter alia, institutional investors such as pension funds and sovereign wealth funds. At the tenth meeting of the Board, the Private Sector Advisory Group presented recommendations to the Board on mobilizing funds at scale in document GCF/B.10/16, which the Board reviewed and undertook the decision to establish a pilot programme for mobilizing funds at scale (decision B.10/11).

46. Document GCF/B.16/10/Rev.01 titled “Establishing a programmatic framework for mobilizing funds at scale” was transmitted to the Board on a limited distribution basis. The document presents a framework for how the Board may wish to mobilize private sector funding through the USD 500 million pilot programme that was established at the tenth meeting of the Board to crowd in private sector investment. It also presents the TOR for a request for proposals and scorecard against which submissions can be evaluated for selection.

47. **Action:** The Board is invited to adopt the draft decision contained in annex I to document GCF/B.16/10/Rev.01.

GCF/B.16/10/Rev.01

Establishing a programmatic framework for mobilizing funds at scale

Agenda item 16: Status of the staffing of the Secretariat

48. **Background:** The Board, in decision B.12/27, noted the need to increase the number of regular staff of the Secretariat to an approximate total of 100 filled positions by 31 December 2016, increasing to 140 by the end of 2017. By the same decision, the Board allocated additional funds for staffing in the Secretariat. Document GCF/B.16/11 titled “Report on the status of the staffing of the Secretariat” reports on progress made in implementing decision B.12/27.

49. **Action:** The Board is invited to adopt the draft decision contained in annex I to document GCF/B.16/11.

GCF/B.16/11

Report on the status of the staffing of the Secretariat

Agenda item 17: Status of resources of the Initial Resource Mobilization period

50. **Background:** Document GCF/B.16/Inf.10 titled “Status of the Initial Resource Mobilization process” was transmitted to the Board on 14 March 2017. The document provides an update for the Board on the Initial Resource Mobilization process, including the status of signing for contribution agreements/arrangements; the current commitment authority highlighting the current cash and promissory notes available; and the forecast of available resources for commitment and disbursement. It also presents the financial report of the GCF Trust Fund.

51. **Action:** The Board is invited to take note of document GCF/B.16/Inf.10.

GCF/B.16/Inf.10 Status of the Initial Resource Mobilization process

Agenda item 18: Competitive process for the selection of the Permanent Trustee

52. **Background:** This agenda item stems from decision B.08/22, where the Board agreed that the process to appoint the Permanent Trustee should be concluded no later than the end of 2017 so that the Permanent Trustee could start its contractual agreement with the GCF no later than April 2018. The Board requested the Secretariat to “submit to the Board draft terms of reference for the review of the Interim Trustee”; “examine the option for the Fund to provide its own permanent Trustee services”; “develop a list [of] institutions/organizations which could potentially serve as permanent Trustee”; and “develop a methodology for an open, transparent and competitive bidding process to select a Trustee”.

53. A document on this matter is under preparation and will be transmitted to the Board in due course prior to B.16.

54. **Action:** The Co-Chairs will invite the Board to provide views on this item.

Competitive process for the selection of the Permanent Trustee

Agenda item 19: Policies on the formal replenishment process

55. **Background:** The Board, in decision B.12/09, requested the Co-Chairs “to undertake consultations with the Board on the first formal replenishment process of the Green Climate Fund, and present a report on the outcomes of these consultations to the Board. Document GCF/B.16/Inf.11 presents a Co-Chair’s memo on matters related to the replenishment of the Green Climate Fund.

56. **Action:** . The Board is invited to take note of the information provided in document GCF/B.16/Inf.11.

GCF/B.16/Inf.11 Policies on the formal replenishment process

Agenda item 20: Update on the GCF risk management framework

57. **Background:** The Board, in decision B.12/34, paragraph (g), requested the Risk Management Committee, with support from the Secretariat, to prepare and present to the Board for its consideration, no later than B.15, an updated set of risk policies and guidelines that include internal risk ratings methodologies. Document GCF/B.16/Inf.12 titled “Update on matters related to Risk” provide updates on various matters related to risk management.

58. **Action:** The Board is invited to take note of the information provided in document GCF/B.16/Inf.12.

GCF/B.16/Inf.12 Update on matters related to Risk

Agenda item 21: Matters related to accreditation

(a) Status of accreditation matters

59. **Background:** Document GCF/B.16/13 presents an overview of accreditation work up to 28 February 2017, including that associated with the accreditation process, an overview of the pipeline of applicant entities with information on support to direct access entities, and an overview of the portfolio of accredited entities, including the status of accredited entities addressing accreditation conditions.

60. **Action:** The Board is invited to adopt the draft decision contained in annex I to document GCF/B.16/13.

<i>GCF/B.15/16</i>	Status of accreditation matters
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(b) Matters related to accreditation framework and policy

61. **Background:** The Board, in decision B.13/28, paragraph (b), requested the Accreditation Committee to present for consideration by the Board at its fourteenth meeting a policy document that addresses the current policy gaps in the accreditation framework, in particular matters related to the types of entities to be accredited to the GCF. Document GCF/B.16/Inf.13 titled “Matters related to accreditation framework and policy: Report of the Accreditation Committee” was transmitted to the Board on 14 March 2017. The document presents updates by the Accreditation Committee that further develop the accreditation framework, in particular matters related to the types of entities to be accredited to the GCF.

62. **Action:** The Board is invited to take note of the information provided in document GCF/B.16/Inf.13.

<i>GCF/B.16/Inf.13</i>	<i>Matters related to accreditation framework and policy: Report of the Accreditation Committee</i>
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(c) Accreditation master agreements

63. **Background:** The Board, in decision B.12/31, paragraph (f), requested the Executive Director “as a matter of urgency, to prioritize the execution of Accreditation Master Agreements with those entities accredited by the Board, and to remain in regular communication with the Co-Chairs between formal meetings on progress made to that end”. Document GCF/B.16/14 titled “Accreditation master agreements and funded activity agreements” is intended to provide a status update on progress made on the execution of accreditation master agreements. A document on this matter is under preparation and will be transmitted to the Board in due course prior to B.16.

64. **Action:** The Board is invited to adopt the draft decision provided in the annex I of document to be distributed.

<i>Accreditation master agreements and funded activity agreements</i>

(d) Fiduciary compliance policies

65. **Background:** This agenda item is intended to address the matters in regard with the GCF fiduciary compliance policies.

66. **Action:** The Co-Chairs will facilitate the Board discussions on this agenda item.

(e) Performance review of the members of the Accreditation Panel

67. **Background:** The Accreditation Panel (AP), in accordance with decision B.07/02, paragraph (g), was established as an independent technical panel to advise the Board on matters related to the accreditation of entities to the GCF. The inaugural AP was composed of six experts for one term of three years and was endorsed by the Board in decisions B.08/20 and B.BM-2015/01. With the conclusion of the first term for some members in 2017, this agenda item is intended to address how to deal with the second term of the AP.

68. **Action:** The Co-Chairs will invite the Board to provide views on this item.

Agenda item 22: Performance criteria and measurement procedures for Board-appointed officials

69. **Background:** This agenda item is intended to propose a set of performance criteria and measurement procedures for Board-appointed officials, including the Executive Director and heads of independent units.

70. **Action:** The Co-Chairs will invite the Board to provide views on this item.

Agenda item 23: Interim work plan and interim budget of the Independent Evaluation Unit

71. **Background:** Document GCF/B.16/18 titled “Interim work plan and interim budget of the Independent Evaluation Unit” was transmitted to the Board on 22 March 2017. The document summarizes key elements of the interim work plan and interim budget of the independent Evaluation Unit.

72. **Action:** The Board is invited to adopt the draft decision contained in annex I to document GCF/B.16/18.

GCF/B.16/18

Interim work plan and interim budget of the Independent Evaluation Unit

Agenda item 24: Revised terms of reference for the Independent Redress Mechanism

73. **Background:** In decision B.06/09, paragraph (c), the Board adopted the TOR of the independent Redress Mechanism (IRM). In decision B.13/24, paragraph (e), the Board invited the Head of the IRM, following consultations with relevant stakeholders, to recommend any necessary updates to the TOR for the Board’s consideration. In decision B.15/12, paragraph (c), the Board authorized the Head of the IRM to undertake such consultations and present an updated draft of the TOR for the Board’s consideration at B.16.

74. Document GCF/B.16/20 titled “Updated terms of reference of the Independent Redress Mechanism” outlines the background, consultative process followed and the proposed necessary updates to the TOR of the IRM.

75. In addition, document GCF/B.16/Inf.14 titled “Submissions following the call for public submissions on the updated Terms of Reference of the Independent Redress Mechanism” was

also transmitted to the Board to inform it on comments received from the public call for inputs on this matter.

76. **Action:** The Board is invited to adopt the draft decision contained in annex I to document GCF/B.16/20 and take note of the information contained in document GCF/B.16/Inf.14.

<i>GCF/B.16/20</i>	<i>Updated terms of reference of the Independent Redress Mechanism</i>
<i>GCF/B.16/Inf.14</i>	<i>Submissions following the call for public submissions on the updated Terms of Reference of the Independent Redress Mechanism</i>

Agenda item 25: Administrative matters

(a) Report on the execution of the administrative budget of the GCF as at 31 December 2016 and the 2016 unaudited financial statement of the GCF

77. **Background:** Document GCF/B.16/19 titled “Report on the execution of the 2016 administrative budget of the GCF and the 2016 unaudited financial statements” was transmitted to the Board on 21 March 2017. The document presents a review of the execution of the 2016 administrative budget of the GCF. It is based on actual expenditures relating to activities of the Board and the Secretariat for the year 1 January to 31 December 2016 and on estimated expenditures for the Interim Trustee.

78. **Action:** The Board is invited to take note of the report as presented in document GCF/B.16/19.

<i>GCF/B.16/19</i>	<i>Report on the execution of the 2016 administrative budget of the GCF and the 2016 unaudited financial statements</i>
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(b) Adjusted administrative budget for 2017

79. **Background:** Document GCF/B.16/21 titled “Adjusted administrative budget and work programme of the Secretariat for 2017” proposes the adjusted administrative budget for the period 2017 to support the implementation of the Work Programme of the Secretariat for 2017.

80. **Action:** the Board is invited to adopt the draft decision contained in annex I to document GCF/B.16/21.

<i>GCF/B.16/21</i>	<i>Adjusted administrative budget and work programme of the Secretariat for 2017</i>
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(c) Updates on the revised administrative guidelines

81. **Background:** The Secretariat will give an oral presentation at B.16 to update the Board on the progress made in the revision of the GCF Human Resources Guideline and the GCF Procurement Guideline.

82. **Action:** The Board is invited to take note of the information presented by the Secretariat.

Agenda item 26: Dates and venues of the following meetings of the Board

83. **Background:** Document GCF/B.16/22 titled “Date and venue of the following meetings of the Board” is prepared to assist the Board in confirming the date of the seventeenth meeting of the Board and in providing guidance to the Secretariat in preparation for the eighteenth meeting of the Board.

84. **Action:** The Board is invited to adopt the draft decision contained in annex I to document GCF/B.16/22.

GCF/B.16/22

Date and venue of the following meetings of the Board

Agenda item 27: Other matters

85. Any other matters that the Board may wish to consider as indicated at the adoption of the agenda for B.16 will be taken up under this agenda item.

Agenda item 28: Report of the meeting

86. **Action:** As per paragraph 13 of the Rules of Procedure, before the end of the meeting, the Co-Chairs will present a draft report of the meeting containing the decisions of the meeting, for consideration and approval by the Board.

Agenda item 29: Close of the meeting

87. B.16 is scheduled to close on Thursday, 6 April 2017.
