



## ADAPTATION FUND

AFB/B.22/2  
21 October 2013

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Adaptation Fund Board  
Twenty-second Meeting  
Bonn, Germany, 31 October-1 November 2013

### **ANNOTATED PROVISIONAL AGENDA**

#### **1. Opening of the meeting**

The meeting will be opened by the Chair of the Adaptation Fund Board, Mr. Hans Olav Ibrenk (Norway, Western European and Others Group).

#### **2. Organizational matters**

##### *a) Adoption of the agenda*

Documents: AFB/B.22/1/Rev.1, Provisional agenda and AFB/B.22/2, Annotated provisional agenda.

Action expected: The Board will be invited to adopt the agenda of the meeting and to raise any other matters it may wish to discuss, to be included on the agenda under item 15.

##### *b) Organization of work*

Background: The Chair will propose to the Board the organization of work, in accordance with the Provisional timetable attached to document AFB/B.22/2.

Action expected: The Board will be invited to approve the organization of work as proposed by the Chair.

#### **3. Report on activities of the Chair**

Document: None.

Background: The Chair of the Board, Mr. Hans Olav Ibrenk, will report on the activities carried out during the intersessional period.

Action expected: The Board will be invited to take note of the oral report.

**4. Report on activities of the secretariat**

Document: AFB/B.22/3 Report on the activities of the secretariat.

Background: The Manager of the secretariat will present the report contained in the above mentioned document.

Action expected: The Board will be invited to take note of the report

**5. Report of the Accreditation Panel**

Document: AFB/B.22/4 Report of the Accreditation Panel.

Background: The Chair of the Accreditation Panel, Mr. Philip Weech (Bahamas, Group of Latin American and Caribbean Countries), will present the Panel's report to the Board. The report contains recommendations on the accreditation of implementing entities and other issues related to the accreditation process.

Action expected: The Board will be invited to consider and adopt the recommendations of the Panel.

**6. Report of the thirteenth meeting of the Project and Programme Review Committee (PPRC) on:**

Document: the PPRC will issue its report after its thirteenth meeting, which will take place on 29-30 October 2013.

Background: The Chair of the PPRC, Ms. Laura Dzelzyte (Lithuania, Eastern Europe), will present the PPRC report to the Board. The report contains recommendations on:

- Issues identified during project/programme review;
- Project/programme pipeline;
- Project/programme proposals;
- Intersessional review and approval of project/programme proposals.

Action expected: The Board will be invited to consider and adopt the recommendations of the PPRC.

**7. Report of the thirteenth meeting of the Ethics and Finance Committee (EFC) on:**

Document: the EFC will issue its report after its thirteenth meeting, which will take place on 29-30 October 2013.

Background: The Chair of the EFC, Ms. Medea Inashvili (Georgia, Eastern Europe), will present the EFC report to the Board. The report contains recommendations on the following issues considered by the EFC:

- Annual performance report 2013;
- Results tracking;
- Implementation of the code of conduct;
- Financial issues.

Action expected: The Board will be invited to consider and adopt the recommendations of the EFC.

## 8. Issues remaining from the twenty-first meeting

- a) *Strategic discussion on objectives and further steps of the Fund. Report of the fundraising task force*

Document: none.

Background: The Board at its nineteenth meeting decided to establish a task-force of Board members that worked in conjunction with the secretariat on outreach, strategy, and other efforts to achieve the interim US\$ 100 million fundraising target by the end of 2013, including some specific actions detailed in Decision B.19/29. The task force Coordinator, Mr. Zaheer Fakir (South Africa, African Group) will report on the activities undertaken by the task force during the intersessional period.

Action expected: The Board will be invited to consider the report of the task force.

- b) *Environmental and social policy*

Documents: AFB/B.22/5, *Proposal of environmental and social policy, revised October 2013*; AFB/B.22/5/Add.1, *Environmental and social policy operationalization: proposed amendments to operational policies and guidelines for Parties to access resources from the Adaptation Fund, related templates, and instructions*; and AFB/B.22/5/Add.2, *Environmental and social policy operationalization: options for the accreditation process*.

Background: The Board at its twenty-first meeting considered a proposal of environmental and social policy prepared by the secretariat. The Board

recognized the importance of strengthening and streamlining the application of environmental and social safeguards in the policies and procedures of the Adaptation Fund; welcomed the proposal; and decided to: (i) Launch a public call for comments on the aforementioned policy with a deadline of 23 September 2013; and (ii) Request the secretariat to present at the twenty-second Board meeting:

(1) A revised proposal for an Adaptation Fund environmental and social policy incorporating inputs from Board members and interested stakeholders received through the public call for comments;

(2) A proposal on how to operationalize the environmental and social policy, including any necessary changes to the relevant Adaptation Fund policies and procedures. In developing this proposal the secretariat was also requested to present options on how the accreditation process could be modified to ensure that implementing entities have the ability to implement the policy;

(3) A compilation of comments received through the public call for comments; and

(4) An estimate of the costs related to operationalizing the policy.

Document AFB/B.22/5 contains the revised environmental and social policy (Annex I), the compilation of comments received as a result of the public call launched following the above mentioned decision (Annex II), and an estimate of the costs related to operationalizing the policy (Annex III). The revised policy incorporates comments made at the twenty-first Board meeting and those received through the public call; document AFB/B.22/5/Add.1 contains the proposed amendments to the operational policies and guidelines for Parties to access resources from the Adaptation Fund (OPG), its related templates, and instructions; and document AFB/B.22/5/Add.2 presents options on how the accreditation process could be modified to ensure that implementing entities have the ability to implement the policy. This document also includes a staged approach suggested by the secretariat for aligning already accredited implementing entities and applicants currently under review with the proposed policy.

Action expected: The Board will be invited to consider and approve the revised environmental and social policy; the amendments to the OPG, its related templates and instructions; the approach to deal with already accredited implementing entities and applicants currently under review; and the amendments to the accreditation application.

c) *Options for a readiness programme*

Document: AFB/B.22/6, *Options for a programme to support readiness for direct access to climate finance for national and regional implementing entities.*

Background: The Board at its twenty-first meeting considered the need for a variety of capacity enhancement measures, ranging from support in the identification of potential NIEs within a country through to strengthening the appraisal, design, implementation, and monitoring of adaptation projects and programmes undertaken by NIE and RIE. The Board decided to request the secretariat to prepare a document containing options for such a programme for the twenty-second meeting. This document should include options for increasing (i) the preparedness of applicant national implementing entities seeking accreditation by the Adaptation Fund and (ii) the number of high quality project/programme proposals submitted to the Board within a reasonable time period after accreditation (Decision B.21/28). In response to the decision above, the secretariat prepared document AFB/B.22/6, this outlines the possible elements and options for a phased programme to support readiness for direct access to climate finance for national and regional implementing entities.

Action expected: the Board will be invited to consider the readiness programme presented by the secretariat and to approve the recommendation contained in paragraph 29 of the document.

## 9. **Communications and outreach**

Document: AFB/B.22/3 *Report on the activities of the secretariat.*

Background: The secretariat will report on its efforts related to the improvement of the Adaptation Fund website, dissemination of information through social media, and events organized.

Action expected: The Board will be invited to take note of the report and make any decisions as appropriate.

## 10. **Financial issues**

### a) Financial status of the Trust Fund and CER monetization

Document: AFB/EFC.13/5, *Adaptation Fund Trust Fund: financial report prepared by the trustee (as at 30 September 2013).*

Background: The trustee will report on the financial status of the trust funds and the programme on CER monetization to the Board.

Action expected: The Board will be invited to consider and take note of the report presented by the trustee.

b) Status of the project/programme pipeline

Documents: AFB/EFC.13/Inf.1, Secretariat's and trustee's joint report on the status of the pipeline. In presenting the PPRC report to the Board the PPRC Chair will provide an updated report on the status of the pipeline based on the recommendations agreed by the PPRC.

Background: The Board at its seventeenth meeting decided to establish a pipeline of fully developed projects/programmes implemented by Multilateral Implementing Entities (MIE) recommended by the PPRC exceeding the 50 per cent cap for MIEs and established the criteria for prioritizing them in the pipeline<sup>1</sup>. Further, at its eighteenth meeting the Board decided to request the secretariat and trustee to provide a consolidated report on the status of the pipeline at every EFC meeting. On the basis of the report and the recommendation of the EFC the Board decided to consider appropriate measures to implement the cap, including through the suspension of MIE project/programme submission as appropriate<sup>2</sup>. Only after the PPRC has agreed on its recommendations will there be full information about the projects/programmes in the pipeline.

Action expected: The Board will be invited to consider the status of the pipeline and appropriate measures to implement the 50 per cent cap on projects/programmes implemented by MIEs, including the suspension of MIE project/programme submissions.

## 11. Election of the Board, PPRC, EFC and Accreditation Panel Chairs and Vice-Chairs

Document: none.

Background: The annual terms of office of the Board, PPRC, and EFC Chairs and Vice-Chairs expire right before the twenty-third Board meeting. Annex I and non-Annex I Parties alternate annually in the chairmanship and vice-

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<sup>1</sup>The Board decided to:

- (a) Maintain the 50 per cent cap on the funding of project/programmes implemented by MIEs established by decision B.12/9, and exclude project/programme concepts from the 50 per cent calculation;
- (b) Establish a pipeline of fully developed projects/programmes that have been recommended by the PPRC for approval by the Board, but exceeding the 50 per cent cap;
- (c) Prioritize the projects/programmes in the pipeline by sequentially applying the following criteria:
  - (i) Their date of recommendation by the PPRC;
  - (ii) Their submission date; and
  - (iii) The lower "net" cost.
- (d) Consider fully developed projects/programmes in the pipeline for approval, subject to availability of resources and respecting the 50 per cent cap; and
- (e) Request that the EFC consider at its 9th meeting the suspension of project/programme submissions as the last measure and elaborate on a clear threshold that indicates when the measure should be applied (e.g. 60 per cent excess of the cap).

(Decision B.17/19)

<sup>2</sup>Decision B.18/28.

chairmanship of the Board and its committees. The Board members that are members of the Accreditation Panel are elected for a two-year term and are eligible for another term. The non-Annex I member of the Accreditation Panel has yet another year to complete his first term. The Annex I member of the Accreditation Panel is finalizing her first term and is eligible for another term. A representative of the UNFCCC secretariat will brief the Board members on upcoming elections of Board members and alternates at CMP9.

Action expected: The Board will be invited to elect:

- A non-Annex I member as Board Chair
- An Annex I member as Board Vice-Chair
- A non-Annex I member or alternate as PPRC Chair
- An Annex I member or alternate as PPRC Vice-Chair
- An Annex I member or alternate as EFC Chair
- A non-Annex I member or alternate as EFC Vice-Chair
- An Annex I member or alternate as Accreditation Panel member and Chair

## **12. Dates and venues of meetings in 2014**

Background: The secretariat will propose dates and venues for the meetings to be held in 2014.

Action expected: The Board will be invited to approve the secretariat's proposal.

## **13. Dialogue with civil society organizations**

Document: AFB/B.22/Inf.5 *Provisional agenda of the civil society dialogue.*

The Board will hold another session of its ongoing dialogue with civil society organizations on 30 October 2012.

Action expected: the Board will take note of the conclusions of the dialogue.

## **14. Other matters**

Action expected: The Board will be invited to discuss any other matters raised during the adoption of the agenda

## **15. Adoption of the report**

Action expected: The Board will be invited to adopt the report of its twenty-first meeting.

## **16. Closure of the meeting.**

**PROVISIONAL TIMETABLE****Day 1: 31 October 2013***Morning Session*

9:00 – 9:30	1	Opening of the meeting
	2 a)	Adoption of the agenda
	2 b)	Organization of work
	3	Report of the Chair
9:30 – 9:45	4	Report of the secretariat
9:45 – 10:30	8 b)	Environmental and social policy
<i>10:30 – 11:00 Coffee break</i>		
11:00 – 11:45	8 c)	Readiness programme
11:45 – 12:30	5	Report of the Accreditation Panel
<i>Afternoon Session</i>		
14:00 – 14:45	6	Report of the PPRC
14:45 – 15:30	7	Report of the EFC
<i>15:30 – 15:45 Coffee break</i>		
15:45 – 16:30	11	Elections of officers
16:30 – 17:00	8 a)	Report of the fundraising task-force



**Day 2: 1 November 2013***Morning Session*

9:00 – 9:45            10 b) *Status of the pipeline*

9:45 – 10:30        12    *Dates and venues of meetings in 2014*

10:30 – 10:45 *Coffee break*

10:45 – 11:30        10 a) *Financial status of the trust fund and CER monetization*

11:30 - 12:00        9      *Communications*

*Afternoon Session*

14:00 – 14:30        14    *Other matters*

14:30 – 16:30        15    *Adoption of the report*

16    *Closure of the meeting*

**Agenda item 13, Dialogue with civil society organizations, will be discussed on 30 October 2013 at 14:00hs.**