

# The Adaptation Fund

AFB/B.4/1/Add.1  
December 10, 2008

---

Adaptation Fund Board  
Fourth Meeting  
Bonn, December 15 – 17, 2008

Agenda Item 2 (a)

## PROVISIONAL ANNOTATED AGENDA

**AGENDA ITEM 1. OPENING OF THE MEETING**

1. The meeting will be opened by Mr. Richard Muyungi, Chair of the Adaptation Fund Board.

**AGENDA ITEM 2. ORGANIZATIONAL MATTERS**

**(a) ADOPTION OF THE AGENDA**

2. *Background:* A provisional agenda for consideration by the Board has been circulated to all Board Members as document AFB/B.4/1
3. *Action:* The Board will be invited to adopt the agenda for the meeting.

**(b) ORGANIZATION OF WORK**

4. The Chairperson will propose to the Board the organization of work.

**AGENDA ITEM 3. ORAL REPORT OF THE CHAIR ON INTERSESSIONAL ACTIVITIES AND ON THE OUTCOME OF THE CONFERENCE OF THE PARTIES SERVING AS THE MEETING OF THE PARTIES TO THE KYOTO PROTOCOL**

5. The Chairperson will report to the Board on his intersessional activities since the third Board meeting, as well as on the outcome of the CMP in relation to the Adaptation Fund.

**AGENDA ITEM 4. REPORT ON THE ACTIVITIES OF THE SECRETARIAT**

6. *Background:* Document AFB/B.4./2, *Report on the Activities of the Secretariat*, catalogues the intersessional activities of the Secretariat since the third Board meeting.
7. *Action:* The Board will be invited to take note of the Report.

**AGENDA ITEM 5. ISSUES REMAINING FROM THE THIRD MEETING OF THE BOARD**

**(a) ROLE AND RESPONSIBILITIES OF THE ADAPTATION FUND TRUSTEE**

8. *Background:* Document AFB/B.4/3, *Draft Role and Responsibilities of the Adaptation Fund Trustee*, is a revised version of AFB/B.3/3 of the same title, incorporating views expressed during the third meeting of the Board. The document lists the role and responsibilities of the Adaptation Fund Trustee, as set forth explicitly or implicitly in various decisions of the CMP, by precedents set in other international institutions, and as raised in discussions of the Adaptation Fund Board.

9. *Action:* The Board will be invited to review and approve the document, *Draft Role and Responsibilities of the Adaptation Fund Trustee*.

**(b) PROVISIONAL OPERATIONAL POLICIES AND GUIDELINES FOR PARTIES TO ACCESS RESOURCES FROM THE ADAPTATION FUND**

10. *Background:* Document AFB/B.4/4, *Draft Provisional Operational Policies and Guidelines for Parties to Access Resources from the Adaptation Fund*, is a revised version of AFB/B.3/8 of the same title, incorporating views expressed by the Board at its third meeting. The document sets out provisional policies and guidelines to support the operationalization of the Fund.

11. *Action:* The Board will be invited to review and approve the document, *Draft Provisional Operational Policies and Guidelines for Parties to Access Resources from the Adaptation Fund*.

**(c) ESTABLISHING BOARD COMMITTEES**

12. *Background:* Document AFB/B.4/5, *Establishing Board Committees*, is identical to document AFB/B.3/12 of the same title. Following a discussion at the third Board meeting of whether standing committees were presently needed, the Board decided to postpone further consideration of the matter until its fourth meeting.

13. *Action:* The Board will be invited to review and approve the document, *Establishing Board Committees*

**AGENDA ITEM 6. OPERATIONALIZATION OF ACCESS TO THE FUND**

14. *Background:* In recognition of Board Decisions D/AFB/B.3/3 and D/AFB/B.3/4 to move forward in parallel with two modalities for providing access to the resources of the Fund, document AFB/B.4/6, *Operationalization of Access to the Adaptation Fund*, suggests for the Board's consideration: (i) elements for terms of reference for a feasibility study to assess the proposal to endow the Adaptation Fund with legal status and (ii) criteria and guidelines for accreditation by the Board of implementing entities..

15. *Action:* The Board will be invited to review and approve the document, *Operationalization of Access to the Adaptation Fund*.

**AGENDA ITEM 7. MONETIZATION PROGRAM**

16. *Background:* Documents AFB/B.4/7, *CER Monetization Program Guidelines*, and AFB/B.4/8, *CER Inaugural Sale Plan*, respond to

Board Decision D/AFB/B.3/5 to prepare as early as practicable a monetization programme and an inaugural CER transaction.

17. *Action:* The Board will be invited to review and approve the documents, *CER Monetization Program Guidelines*, and *CER Inaugural Sale Plan*.

**AGENDA ITEM 8. WORK PLAN FOR THE BOARD AND BUDGETS FOR THE BOARD, SECRETARIAT AND TRUSTEE FOR CALENDAR YEAR 2009**

18. *Background:* Document AFB/B.4/9/Rev.1, *Elements for a 2009 Work Plan and Budget for the Board and Secretariat for January 1 – March 31, 2009*, provides elements of a Work Plan for the 2009 calendar year and a budget for the period January 1 – March 31, 2009, as resources currently available do not allow for budgeting beyond the first quarter of the year.
19. *Action:* The Board will be invited to review the document, *Elements for a 2009 Work Plan and Budget for the Board and Secretariat for January 1 – March 31, 2009*, and to develop and approve a work plan for 2009 and approve a budget for the first quarter of the year.
20. *Background:* Document AFB/B.4/10, *Budget Estimate for Trustee Services for the Adaptation Fund for the Period July 1, 2008 – June 30, 2009*, provides an estimate of the fees, costs and expenses for the services of the Trustee for the period July 1, 2008 – June 30, 2009. It is subject to review and adjustment at the end of the period.
21. *Action:* The Board will be invited to review and approve the document, *Budget Estimate for Trustee Services for the Adaptation Fund for the Period July 1, 2008 – June 30, 2009*.

**AGENDA ITEM 9. OTHER MATTERS**

22. Board Members may raise any other business under this agenda item.

**AGENDA ITEM 10. DATE AND VENUE OF THE FIFTH MEETING OF THE ADAPTATION FUND BOARD**

23. *Action:* The Board is invited to select a date and venue for its fifth meeting. The Calendar of Meetings for 2009 in the Report of the Adaptation Fund Board to the CMP states that the Board will hold the first meeting of 2009 in March, 2009.

**AGENDA ITEM 11. ADOPTION OF THE REPORT AND CLOSURE OF THE MEETING**

24. Action: The Board will be invited to adopt the report of its Fourth meeting.

**Draft**

**PROVISIONAL TIMETABLE**

***Day 1, December 15, 2008***

*Morning Session*

9:00 – 10:30	Agenda Item 1	Opening of the Meeting
	Agenda Item 2	Organizational Matters
	Agenda Item 2 (a)	Adoption of the Agenda
	Agenda Item 2 (b)	Organization of Work
	Agenda Item 3	Oral Report of the Chair on Intersessional Activities and on the Outcome of the CMP
10:30 – 11:00	Agenda Item 4	Report on the Activities of the Secretariat
11:00 – 11:15		<i>Coffee Break</i>
11:15 – 12:30	Agenda Item 5 Agenda Item 5 (a)	Issues Remaining from the Third Meeting of the Board Role and Responsibilities of the Adaptation Fund Trustee

*Afternoon Session*

14:30 – 15:45	Agenda Item 5 (b)	Provisional Operational Policies and Guidelines for Parties to Access Resources from the Adaptation Fund
15:45 – 16:00		<i>Coffee Break</i>
16:00 – 17:00	Agenda Item 5 (b)	Provisional Operational Policies and Guidelines for Parties to Access Resources from the Adaptation Fund

***Day 2, December 16, 2008***

*Morning Session*

9:00 – 10:00	Agenda Item 5 (c)	Establishing Board Committees
10:00 – 11:00	Agenda Item 6	Operationalization of Access to the Fund
11:00 – 11:15		<i>Coffee Break</i>
11:15 – 13:00	Agenda Item 6	Operationalization of Access to the Fund
15:00 – 16:30	Agenda Item 7	Monetization Program
16:30 – 16:45		<i>Coffee Break</i>
16:45 – 18:00	Agenda Item 8	Work Plan for the Board and Budgets for the Board, Secretariat and Trustee for Calendar Year 2009

**Day3, December 17, 2008**

*Morning Session*

9:00 – 10:45	Agenda Item 8	Work Plan for the Board and Budgets for the Board, Secretariat and Trustee for Calendar Year 2009
--------------	---------------	---

10:45 – 11:00		<i>Coffee Break</i>
---------------	--	---------------------

11:00 – 12:00	Agenda Item 8	Work Plan for the Board and Budgets for the Board, Secretariat and Trustee for Calendar Year 2009
---------------	---------------	---

12:00 – 13:00	Agenda Item 9	Other Matters
---------------	---------------	---------------

*Afternoon Session*

15:00 – 15:30	Agenda Item 10	Date and Venue of the Fifth Meeting of the Adaptation Fund Board
---------------	----------------	--

15:30 – 16:30	Agenda Item 11	Adoption of the Report and Closure of the Meeting
---------------	----------------	---