

# The Adaptation Fund

AFB/B.1/2/Rev.1  
March 14, 2008

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Adaptation Fund Board  
First meeting  
Bonn, March 26-28, 2008

Agenda Item 3

## PROVISIONAL ANNOTATED AGENDA

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

1. The meeting will be opened by Monique Barbut, who will preside over the meeting until such time as a Chair and Vice Chair of the Board are selected.

**AGENDA ITEM 2. ELECTION OF THE CHAIR AND VICE-CHAIR OF THE ADAPTATION FUND BOARD FOR 2008-2009**  
*(closed session?)*

2. *Background:* In accordance with paragraph 13 of 1/CMP.3, the Adaptation Fund Board shall elect its own Chair and Vice-Chair, with one being a member from an Annex I Party and the other being from a non-Annex I Party. The positions of Chair and Vice-Chair shall alternate annually between a member from an Annex I Party and a member from a non-Annex I Party.
3. *Action:* The Board will be invited to elect a Chair and a Vice-Chair.

**AGENDA ITEM 3. ADOPTION OF THE AGENDA**

4. *Background:* A provisional agenda for consideration by the Board has been circulated to all Board Members as document AFB/B.1/1, *Provisional Agenda*. Document AFB/B.1/2, *Provisional Annotated Agenda*, has also been circulated.
5. *Action:* The Board will be invited to adopt the agenda for the meeting and to consider the order in which they would like to consider the agenda items.

**AGENDA ITEM 4. RULES OF PROCEDURE OF THE ADAPTATION FUND BOARD**  
*(closed session?)*

6. *Background:* In accordance with paragraph 5(e) of 1/CMP.3, the Adaptation Fund Board shall develop and agree on rules of procedure and recommend these for adoption by the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol. Draft Rules of Procedure that include rules from 1/CMP.3 for consideration by the Board have been circulated to all Board Members as document AFB/B.1/3, *Rules of Procedure of the Adaptation Fund Board*.
7. *Action:* The Board is invited to review and approve Rules of Procedure for recommendation for adoption to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol. The Rules of Procedure will remain in draft form until they have been approved by the Conference of the Parties serving

as the meeting of the Parties to the Kyoto Protocol in accordance with Decision 1/CMP.3 5(e). The Board may wish to decide to follow these Rules of Procedure until such time as the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol has adopted them.

**AGENDA ITEM 5.      ROLE AND RESPONSIBILITIES OF THE ADAPTATION FUND BOARD**  
*(closed session?)*

8.     *Background:* Document AFB/B.1/4, *Role and Responsibilities of the Adaptation Fund Board*, lists the role and responsibilities of the Adaptation Fund Board, as set forth explicitly or implicitly in various decisions of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and by precedents set in other international institutions.
9.     *Action:* The Board is invited to review and approve the Role and Responsibilities of the Adaptation Fund Board, which remains in draft form until the Board has approved it.

**AGENDA ITEM 6.      ROLE AND RESPONSIBILITIES OF THE ADAPTATION FUND SECRETARIAT**  
*(closed session?)*

10.    *Background:* Document AFB/B.1/5, *Role and Responsibilities of the Adaptation Fund Secretariat*, lists the role and responsibilities of the Adaptation Fund Secretariat, as set forth explicitly or implicitly in various decisions of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and by precedents set in other international institutions.
11.    *Action:* The Board is invited to review and approve the Role and Responsibilities of the Adaptation Fund Secretariat, which remains in draft form until the Board has approved it.

**AGENDA ITEM 7.      ROLES AND RESPONSIBILITIES OF THE IMPLEMENTING AND EXECUTING ENTITIES**  
*(closed session?)*

12.    *Background:* Document AFB/B.1/6, *Roles and Responsibilities of the Implementing and Executing Entities*, lists the role and responsibilities of the Implementing and Executing Entities of the Adaptation Fund, as set forth explicitly or implicitly in various decisions of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and by precedents set in other international institutions.
13.    *Action:* The Board is invited to review and approve the Role and Responsibilities of the Implementing and Executing Entities of the

Adaptation Fund, which remains in draft form until the Board has approved it.

**AGENDA ITEM 8. DRAFT ROLE AND RESPONSIBILITIES OF THE ADAPTATION FUND TRUSTEE**  
(closed session?)

14. *Background:* Document AFB/B.1/7, *Draft Role and Responsibilities of the Adaptation Fund Trustee*, submitted by the World Bank as the invited trustee of the Adaptation Fund, lists the role and responsibilities of the Trustee of the Adaptation Fund.
15. *Action:* The Board is invited to review the Draft Role and Responsibilities of the Trustee of the Adaptation Fund and to request the World Bank to submit a final document on the role and responsibilities of the Trustee of the Adaptation Fund for approval at the next meeting of the Adaptation Fund Board.

**AGENDA ITEM 9. BUDGETS OF THE ADAPTATION FUND SECRETARIAT**  
(closed session?)

16. *Background:* Document AFB/B.1/8, *Budgets of the Adaptation Fund Secretariat*, provides draft budgets for the Adaptation Fund secretariat. The first budget is for the period leading up to the first Board meeting (January 1, 2008-March 31, 2008); the second is for the period leading up to the second Board meeting (April 1, 2008-June 30, 2008); and the third is for the entire fiscal year 2009 (July 1, 2008-June 30, 2009); this last budget also includes staffing costs for 2 years, so the secretariat may enter into 2 year contracts with staff. Allocation of the budget is subject to availability of the resources received by the Adaptation Fund or via other arrangements for this purpose.
17. *Action:* The Board is invited to review and approve the Budgets of the Adaptation Fund Secretariat, which remains in draft form until the Board has approved it.

**AGENDA ITEM 10. LEGAL STATUS OF THE ADAPTATION FUND BOARD**

18. *Background:* Document AFB/B.1/Inf.4, *Legal Status of the Adaptation Fund and the Adaptation Fund Board and Privileges and Immunities of the Adaptation Fund Board and its Members*, explains the legal status of the Adaptation Fund Board.
19. *Action:* The Board is invited to opine on the issues raised in the document.

**AGENDA ITEM 11. PROVISIONAL OPERATIONAL POLICIES AND GUIDELINES FOR PARTIES TO ACCESS RESOURCES FROM THE ADAPTATION FUND**

20. *Background:* Documents AFB/B.1/9, *Provisional Operational Policies and Guidelines for Parties to Access Resources from the Adaptation Fund*, proposes provisional operational guidelines for eligible Parties to access resources from the Fund.
21. *Action:* The Board is invited to review the provisional operational policies and guidelines, which remains in draft form until the Board has approved it. The Board is further invited to instruct the Secretariat to prepare draft operational policies and guidelines for review and approval at the next meeting.

**AGENDA ITEM 12. INVITATION TO IMPLEMENTING ENTITIES TO COOPERATE WITH THE ADAPTATION FUND BOARD**

22. *Background:* Documents AFB/B.1/10, *Invitation to Implementing Entities to Cooperate with the Adaptation Fund Board*, provides a draft invitation from the Board asking certain organizations to provide their qualifications to function as Implementing Entities of the Adaptation Fund.
23. *Action:* The Board is invited to review and approve the invitation, which remains in draft form until the Board has approved it.

**AGENDA ITEM 13. LEGAL ARRANGEMENTS FOR THE ADAPTATION FUND SECRETARIAT**

24. *Background:* Document AFB/B.1/11, *Legal Arrangements between the Conference of the Parties Serving as the Meeting of the Parties to the Kyoto Protocol and the Council of the Global Environment Facility Regarding Secretariat Services to the Adaptation Fund*, provides a draft legal document that may be used during the interim period to establish the administrative arrangement for the GEF Secretariat to provide secretariat services to the Adaptation Fund.
25. *Action:* The Board is invited to review and approve the draft legal document for recommendation for adoption to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol. The legal document will remain in draft form until it has been approved by the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol in accordance with Decision 1/CMP.3 5(j).

**AGENDA ITEM 14. LEGAL ARRANGEMENTS FOR THE ADAPTATION FUND TRUSTEE**

26. *Background:* The World Bank, as the invited trustee of the Adaptation Fund, is invited to describe the legal arrangements necessary for it to act as trustee of the Adaptation Fund.
27. *Action:* The Board is invited to request the World Bank to propose legal arrangements necessary for the trustee of the Adaptation Fund for the Board to approve for recommendation to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol in accordance with Decision 1/CMP.3 5(j) at the second meeting of the Adaptation Fund Board.

**AGENDA ITEM 15. 2008 WORK PLAN OF THE ADAPTATION FUND BOARD**

28. *Background:* Document AFB/B.1/12, *2008 Work Plan of the Adaptation Fund Board*, sets forth a draft work plan for the Board for the calendar year 2008.
29. *Action:* The Board is invited to review and approve the Board 2008 work plan, which remains in draft form until the Board has approved it.

**AGENDA ITEM 16. OTHER MATTERS**

30. Members may raise any other business under this agenda item.

**AGENDA ITEM 17. DATE AND VENUE OF THE SECOND MEETING OF THE ADAPTATION FUND BOARD**

31. *Action:* The Board is invited to select a date and venue for the second meeting of the Adaptation Fund Board.

**AGENDA ITEM 18. MONETIZATION OF CERTIFIED EMISSION REDUCTIONS (CERs)**

32. *Background:* The World Bank, as the invited trustee of the Adaptation Fund, will deliver a power point presentation outlining options for monetizing CERs.
33. *Action:* The Board is invited to request the World Bank, as the invited trustee of the Adaptation Fund, to further develop proposed monetization arrangements and submit a proposal on policies for CER monetization for adoption at the second meeting of the Adaptation Fund Board.

**AGENDA ITEM 19. ADOPTION OF THE REPORT AND CLOSURE OF THE MEETING**

34. *Background:* A draft Report on the work of the meeting will be prepared for adoption by the Board at the end of the meeting. Decisions approved by the Board during the meeting will be included in the Report. The Report will also include a decision instructing the Adaptation Fund Secretariat to report to/prepare a report for the Chair to deliver to/ the next Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol on the decisions and recommendations of the first Adaptation Fund Board meeting.
35. *Action:* The Board will be invited to adopt the draft report and authorize the Secretary of the Board meeting to complete the report after the session under the guidance of the Chair and with the assistance of the Secretariat.

## PROVISIONAL TIMETABLE

### ***Day 1, March 26, 2008***

#### *Morning Session*

10:00 – 11:00	Agenda Item 1	Opening of the Meeting
	Agenda Item 2	Election of the Chair and Vice-Chair of the Adaptation Fund Board for 2008-2009 <i>(closed session?)</i>
	Agenda Item 3	Adoption of the Agenda
11:00 – 12:15	Agenda Item 4	Rules of Procedure of the Adaptation Fund Board <i>(closed session?)</i>
12:15 – 13:00	Agenda Item 5	Role and Responsibilities of the Adaptation Fund Board <i>(closed session?)</i>

#### *Afternoon Session*

15:00 – 15:45	Agenda Item 6	Role and Responsibilities of the Adaptation Fund Secretariat <i>(closed session?)</i>
15:45 – 16:45	Agenda Item 7	Roles and Responsibilities of the Implementing and Executing Entities <i>(closed session?)</i>
16:45 – 17:15		<i>Coffee Break</i>
17:15 – 18:00	Agenda Item 8	Draft Role and Responsibilities of the Adaptation Fund Trustee <i>(closed session?)</i>

### ***Day 2, March 27, 2008***

#### *Morning Session*

10:00 – 10:45	Agenda Item 9	Budgets of the Adaptation Fund Secretariat <i>(closed session?)</i>
10:45 – 11:15	Agenda Item 10	Legal Status of the Adaptation Fund Board
11:15 – 11:30		<i>Coffee Break</i>
11:30 – 13:00	Agenda Item 11	Provisional Operational Policies and Guidelines for Parties to Access Resources from the Adaptation Fund



*Afternoon Session*

15:00 – 15:30	Agenda Item 12	Invitation to Implementing Entities to Cooperate with the Adaptation Fund Board
15:30 – 16:30	Agenda Item 13	Legal Arrangements for the Adaptation Fund Secretariat
	Agenda Item 14	Legal Arrangements for the Adaptation Fund Trustee
16:30 – 17:00		<i>Coffee Break</i>
17:00 – 17:30	Agenda Item 15	2008 Work Plan of the Adaptation Fund Board
17:30 – 18:00	Agenda Item 16	Other Matters
	Agenda Item 17	Date and Venue of the Second Meeting of the Adaptation Fund Board

***Day3, March 28, 2008***

*Morning Session*

10:00 – 11:30	Agenda Item 18	Monetization of Certified Emission Reductions (CERs)
11:30 – 12:30	Agenda Item 19	Adoption of the Report and Closure of the Meeting