

# The Adaptation Fund

AFB/B.6/3  
May 21, 2009

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Adaptation Fund Board  
Sixth Meeting  
Bonn, June 15-17, 2009

Agenda Item 5

## REPORT ON THE ACTIVITIES OF THE SECRETARIAT

1. This report lists the activities undertaken by the Adaptation Fund Secretariat during the period of March – June 2009, between the fifth and the sixth meetings of the Adaptation Fund Board.

## **FINALIZATION AND POSTING OF THE REPORT OF THE FIFTH MEETING OF THE ADAPTATION FUND BOARD**

2. Following the fifth meeting of the Adaptation Fund Board held in Bonn on 24-27 March 2009, the secretariat supported the Chair in finalizing the report of the meeting, summarizing its discussions and decisions. As decided by the Board during the fifth meeting, the report was completed and circulated to Board Members and Alternates for comments and approval. The Board agreed to the Report, and it has been posted on the website of the Adaptation Fund as AFB/B.5/10.

## **PREPARATIONS FOR THE SIXTH MEETING OF THE ADAPTATION FUND BOARD**

### *Invitations and Visa Arrangements*

3. The secretariat issued letters of invitation to the Board Members and Alternates, as well as to observers.

4. Further the secretariat contacted the Ministry of Foreign Affairs of Germany in order to facilitate the granting of visas to the Board members and alternates who so require.

### *Documents*

5. The secretariat, working closely with the Chair, prepared the documents for the sixth meeting of the Adaptation Fund Board.

6. The document AFB/B.6/5, *Provisional Operational Policies and Guidelines for Parties to Access Resources from the Adaptation Fund* reproduces the text approved by the Board at its fifth meeting and attached to the report of that meeting as Annex VI. That text still contains some outstanding parts, namely the templates for project and programme submission and the fiduciary standards for implementing entities. The document AFB/B.6/5/Add.1, *Template for the submission of Project and Programme Proposals to the Adaptation Fund* contains the draft template.

7. Following the mandate in decision B.5/3 paragraph (a), the secretariat hired the consultant firm, CA Legal to prepare the report contained in document AFB/B.6/4 *Adaptation Fund – Elaboration of Fiduciary Standards for Implementing Entities*. The secretariat also facilitated the provision of comments and feedback from the members of the working group on fiduciary standards and the trustee to the consultant.

8. The document AFB/B.6/6, *Establishing Board Committees*, was revised in accordance with the decision B.5/5 and has been resubmitted to the Sixth Meeting as AFB/B.6/6.

9. In accordance with the Provisional Operational Policies and Guidelines, paragraphs 31 and 33, the secretariat prepared the document AFB/B.6/11 Invitation Letter to Eligible Parties to submit Proposals for Funding from the Adaptation Fund. The document contains two draft letters, addressed to the Kyoto Protocol Parties and to the agencies respectively.

10. Other documents prepared by the secretariat for consideration at the Fifth Meeting include:

(i) AFB/B.6/7, Logo for the Adaptation Fund;

(ii) AFB/B.6/8, Status of the Administrative Trust Fund Resources;

(iii) AFB/B.6/9, Adaptation Fund Board and Secretariat Budget July 1, 2009 - June 30, 2010

(iv) AFB/B.6/10, 2009 Work Plan for the Adaptation Fund Board

11. Documents for the sixth meeting also include as information documents Board Members and Alternates that provides information about changes in Board membership; Background of the Adaptation Fund which contains all the relevant decisions adopted by the COP and the CMP related to the Adaptation Fund; and the List of Accredited Observers, as requested by the Board at its fifth meeting.

#### *Legal Capacity of the Adaptation Fund Board*

12. In accordance with decision B.5/2, the secretariat sent a reminder of the invitation to confer legal capacity to the Adaptation Fund Board issued last February to the Permanent Representatives of the Kyoto Protocol Parties. The secretariat received the offers and forwarded them to the Chair and the working group on legal capacity. Further the secretariat sent invitations to the Parties interested in hosting the Adaptation Fund Board to provide information and answer questions by the Board at the present meeting.

#### *Changes in Board Membership*

13. The secretariat worked closely with the UNFCCC secretariat in order to fill the vacancies in the Adaptation Fund Board. All of them have been filled during the intersessional period. In accordance with the process defined in the *Rules of Procedure of the Adaptation Fund Board*, as approved by the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol, the Secretariat circulated intersessional decision texts among the Board members and alternates in order to appoint the new members and alternates.

The new members are:

- Mr. Ricardo Lozano Picón (Colombia, Non-Annex I) replaced Mr. Carlos Rufino Costa (Colombia); and

- Ms. Medea Inashvili (Georgia, Eastern Europe) replaced Ms. Ermira Fida (Albania)

The new alternates are:

- Mr. Nojibur Rahman (Bangladesh, LDCs) replaced Mr. AHM Mustain Billah (Bangladesh); and
- Mr. Richard Mwendandu (Kenya, Africa) replaced Ms. Emily Ojoo-Massawa (Kenya).

#### *Adaptation Fund Website*

14. As mandated by the *Rules of Procedure of the Adaptation Fund Board*, paragraph 59, the texts of all the intersessional decisions adopted by the Board have been posted on the Adaptation Fund website in a new section established to that effect.

15. Following to the presentation of the SBSTA Chair, Ms. Helen Plume, at the fifth Board meeting, the secretariat established a link to the Nairobi Work Programme on Impacts, Vulnerability and Adaptation to Climate Change on its website.

#### *Secretariat's Participation in GEF Familiarization Seminar*

16. The Manager of the Adaptation Fund Board Secretariat participated of the GEF Familiarization Seminar, which was held at the Inter-American Development Bank (IDB) headquarters in Washington, D.C., on April 28 to 30, 2009. She made a presentation to update participants on the state of the operationalization of the Adaptation Fund.

#### *Logistics*

17. The Secretariat is grateful to the UNCCD Secretariat for hosting and providing essential logistical support to the sixth meeting of the Board.