



ADAPTATION FUND

AFB/EFC.5/2  
June 19, 2011

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Ethics and Finance Committee  
Fifth Meeting  
Bonn, Germany, June 20, 2011

## **PROVISIONAL ANNOTATED AGENDA**

## 1. Opening of the meeting

The meeting will be opened by the outgoing Chair of the Ethics and Finance Committee (EFC), Mr. Mirza Shawkat Ali (Bangladesh, LDCs).

## 2. Organizational matters:

### a) *Adoption of the agenda*

Documents: AFB/EFC.5/1 Provisional agenda and AFB/EFC.5/2 Provisional annotated agenda.

Action expected: The EFC will be invited to adopt the agenda for the meeting and to raise any other matters it may wish to discuss, to be included on the agenda under item 12.

### b) *Organization of work*

Documents: AFB/EFC.5/1 Provisional agenda and AFB/EFC.5/2 Provisional annotated agenda.

Background: The Chair will propose to the EFC the organization of work.

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

## 2. Knowledge Management (KM) framework

Document: AFB/EFC.5/3, Knowledge management strategy and work programme

Background: at its 12<sup>th</sup> meeting the Board decided to develop an overall knowledge management strategy for the Fund to be presented to the Board at its 14<sup>th</sup> meeting.

Action expected: the EFC will be invited to recommend to the Board to

- a) Approve the Knowledge Management strategy and work plan, including the budget allocations, contained in document AFB/B.5/3;
- b) Request the secretariat to move forward with the implementation of the strategy and to report to the Board at its 16<sup>th</sup> meeting on progress made during the implementation of the strategy.

### 3. Evaluation issues:

Background: At its 10<sup>th</sup> meeting, the Board approved the Work Plan for the fiscal year 2011, which included *Consideration of a proposal of a monitoring and evaluation framework* and *Consideration of guidelines for terminal evaluations*. At its 13<sup>th</sup> meeting the Board considered the proposals prepared by the GEF Evaluation Office contained in documents AFB/EFC.4/5 and AFB/EFC.4/6.

#### a) *Evaluation framework*

Document: AFB/EFC.5/4 *Evaluation Framework*

Background: at its 13<sup>th</sup> meeting the Board requested a revised version be presented to the Board at its 14<sup>th</sup> meeting, incorporating the comments provided at the 4<sup>th</sup> meeting of the EFC, as well as any additional comments received from the board members.

Action expected: the EFC may want to consider the revised evaluation framework as contained in document AFB/EFC.5/4, including the different options on who would be responsible for implementing it, and make a recommendation to the Board for approval.

#### b) *Draft guidelines for project/programmes final evaluations*

Document: AFB/EFC.5/5 *Draft guidelines for project programme final evaluations*

Action expected: the EFC may want to consider the final version of the draft guidelines, as contained in document AFB/EFC.5/5 and make a recommendation to the Board for approval.

### 4. Proposal on how funding for regional projects/programmes could be considered within the cap per country

Document: AFB/EFC.5/6 *Consideration of country cap in the context of regional projects/programmes*.

Background: The Board at its 13<sup>th</sup> meeting decided, as a temporary measure, to approve a cap of US 10 million for each country; and to request the secretariat to present a proposal to the ETC on how regional projects or programmes would be considered within the cap of US \$10 million per country funded for support. Document AFB/EFC.5/6 presents the proposal requested by the Board.

Action expected: The EFC will be invited to consider the options outlined in document AFB/EFC.5/6; in particular the recommendation of paragraph 20 and make a recommendation to the Board for approval.

### 5. Review of the operational policies and guidelines and related templates

Document: AFB/EFC.5/7 *Review of the operational policies and guidelines and related templates*

Background: At its 13<sup>th</sup> meeting the Board considered a preliminary draft of the revisions that might be required of the Operational Policies and Guidelines (OPG) and set up an ad-hoc committee, supported by the secretariat to produce proposals for amending the OPG. It further requested the secretariat to present a consolidated draft of the revised OPG to the 5<sup>th</sup> meeting of the EFC. Document AFB/EFC.5/7 presents the requested consolidated draft.

Action expected: The EFC will be invited to consider the amendment proposals and to recommend them to the Board for approval.

## **6. Implementation of the code of conduct**

Document: *Code of conduct for the Adaptation Fund Board*

Under this agenda item EFC members can raise any issues related to the implementation of the code of conduct for deliberation by the EFC. The EFC will make recommendations to the Board on the issues raised, as appropriate.

## **7. Performance study on the secretariat and trustee: consideration of expressions of interest to undertake the performance study**

Background: CMP 6 requested to the Board to make available in its report to CMP 7 the performance reviews of the interim secretariat and of the interim trustee servicing the secretariat of the AF, in accordance with paragraph 33 of decision 1/CMP.3. Further, the Board at its 12<sup>th</sup> meeting decided that a group of Board members in consultation with the outgoing Chair would prepare terms of reference for a consultant to review the performance of the secretariat and the trustee. The TORs were approved by the Board at its 13<sup>th</sup> meeting and the announcement was posted on the Fund and UNFCCC websites initially and later on other sites. The Board also appointed an ad-hoc committee to evaluate the expressions of interest and develop the short-list of candidates to be interviewed. The members of the ad-hoc committee are: Ms. Ana Fornells de Frutos (Spain, non-Annex I); Anton Hilber (Switzerland, WEOG); Zaheer Fakir (South Africa, Africa); and Luis Santos (Uruguay, GRULAC).

## **8. Financial issues:**

### *a) Status of resources of the Adaptation Fund Trust Fund*

Document: AFB/EFC.5/8 *Financial status of the Adaptation Fund Trust Fund (as at April 30, 2011)*

Background: The trustee will report on the financial status of the trust fund to the Board.

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

- b) *Administrative budgets of the Board and secretariat, and the trustee for the fiscal year 2012*

Document: AFB/EFC.5/9 *Board and secretariat, and trustee's budgets for the fiscal year July 1, 2011 – June 30, 2012*

Background: The secretariat and the trustee will present the budget request for fiscal year July 2, 2011 – June 30, 2012.

Action expected: The EFC will be invited to consider and recommend to the Board for approval the Board and secretariat, and trustee's budgets for the fiscal year 2012.

- c) *Work Plan for FY 2012*

Document: AFB/EFC.5/10 *Work plan for fiscal year 2012*

Background: the secretariat will present the proposal of work plan for fiscal year 2012 for consideration by the EFC.

Action expected: the EFC will be invited to recommend the work plan FY12 for approval by the Board.

**10. Other matters**

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

**11. Adoption of the recommendations and report.**

**12. Closure of the meeting.**