



ADAPTATION FUND

AFB/B.25/3
2 April 2015

Adaptation Fund Board
Twenty-fifth meeting
Bonn, Germany, 9-10 April 2015

Agenda item 5

REPORT ON ACTIVITIES OF THE SECRETARIAT

Background

1. This report lists the activities undertaken by the Adaptation Fund Board secretariat (the secretariat) during the period between the twenty-fourth and twenty-fifth meetings of the Adaptation Fund Board (the Board).

Finalization and posting of the report of the twenty-third Board meeting

2. Following the twenty-fourth meeting held in Bonn, Germany on 7-10 October, 2014, the secretariat supported the Chair in finalizing the report of the meeting, through both editorial revisions and summarizing its discussions. As agreed by the Board, the report was completed and circulated to Board members and alternates for comments and approval. The Board approved the report and it was posted on the website of the Adaptation Fund (the Fund) as document AFB/B.24/7.

Events and meetings

3. During the reporting period, the secretariat participated in, and presented at, the following events and meetings.

- (a) Field visits to the project sites in Senegal (Dakar, Senegal, 1-7 November 2014):
The secretariat manager Marcia Levaggi and a member of the secretariat visited the programme in Senegal, which was under completion. This was another milestone for the Fund, being the first programme under completion of the Fund. During the mission the secretariat visited the three programme areas and met with the programme's stakeholders, including the National Implementing Entity (NIE) for Senegal, the Centre de Suivi Ecologique, the three Executing entities, the Minister of the Environment and Sustainable Development, Mr Abdoulaye Baldé, representatives of the Parliament, i.e. the Network of Parliamentarians for the Coastal Areas, and representatives of the Economic, Social and Environmental Council. The representatives of the secretariat also met with a few partners of the Senegalese government, including the World Bank, the European Union and the Spanish Cooperation, to discuss the issue of coastal management and the direct access experience in Senegal.
- (b) The 20th Session of the Conference of the Parties and the 10th session of the Conference of the Parties serving as the Meeting of the Parties to the Kyoto Protocol (COP20) (Lima, Peru, 1-12 December 2014). During the conference, the secretariat supported Board members in sessions that had relevance to the Fund, interacted with donors to prepare ground for contribution decisions, raised awareness of the Fund, and created and strengthened relationships with various stakeholders. The secretariat supported the Board in hosting, together with the Ministers of Environment of Spain, Ms. Isabel García Tejerina and Sweden, Ms. Åsa Romson, a dialogue for contributor government representatives. The dialogue updated the contributors on recent developments in the Fund, and offered first-hand feedback from representatives of both governmental and NGO representatives from Senegal and Niger. The secretariat also assisted the Board in arranging, together with the Fund's NGO Network, a side event which focused on the challenges that countries face to have NIEs accredited for direct access, as well as lessons learned and tools that could help with this challenge. The NGOs presented a study¹ on African NIEs

¹ <http://us.boell.org/2014/12/02/learning-direct-access-modalities-africa>

which was commissioned through the Climate and Development Knowledge Network (CDKN), the Heinrich Böll Stiftung (HBS) and SouthSouth North and co-authored by Germanwatch and HBS. In the side event, the CEO of CDKN, Sam Bickersteth, launched a knowledge exchange platform for direct access “climatefinanceready.org”, which has been developed in collaboration between the secretariat and CDKN. Members of the secretariat had been invited to talk in a number of other events, including a panel organized by WWF where the Manager of the secretariat joined the Vice-Minister of Environment of Peru, Mr. Gabriel Quijandria, the GEF CEO and representatives of the Green Climate Fund (GCF) secretariat and Climate Investment Fund (CIF) administrative unit to discuss lessons learned from the multilateral adaptation funds, a working dinner on institutional arrangements for coordinating climate finance organized by ODI, Center for Policy Research, E3G and GIZ, a side event organized by IDB and the Ministry of Environment of Peru where a representative of the secretariat talked about lessons learned from adaptation to climate change, together with representatives of the GCFB secretariat, the CIF Administrative Unit, IDB and KfW, and a WRI technical coordination workshop for readiness support providers. The secretariat was invited to give targeted briefings to a number of constituencies, including Least Developed Countries, Small Islands Developing States, and the African Group. In addition, the secretariat had a number of bilateral discussions with delegations, implementing entities, civil society representatives and other stakeholders. Many of these discussions took place at the Fund’s exhibition booth which proved popular among delegates.

- (c) Pre-Accreditation Panel meeting of the Green Climate Fund (GCF) (Songdo, Korea, 8-9 February 2015): A member of the secretariat along with two of the Accreditation Panel experts were invited by the GCF to present the AF’s accreditation process as well as challenges faced and lessons learned. The meeting’s overall objectives included: allowing for a better understanding of the GCF, GEF and Adaptation Fund accreditation processes for the purposes of the GCF’s Accreditation Panel and the GCF’s fast track accreditation process; discussing the challenges in assessing entities for accreditation and management of the accreditation process; identifying and finding ways to address decision-making and consensus building when determining recommendations to the Board for accreditation of entities; and engaging with the Accreditation Panels and Secretariats of GCF, GEF and Adaptation Fund in order to continue building collaborative relationships between the Secretariats and Accreditation Panels.
- (d) The Seventh Meeting of the Adaptation Committee (Bonn, Germany, 24-27 February 2015) and the Adaptation Committee Workshop on the Means of Implementation (Bonn, Germany 2-4 March 2015): a member of the secretariat participated in the meeting of the committee as an observer, and joined the workshop where he was invited to facilitate a session entitled “Enabling environments – national institutional arrangements for effective deployment of adaptation finance”. In addition to the secretariat, several Adaptation Fund implementing entities (CSE, FNE, Fundecooperacion, PIOJ, SANBI and CAF), had been invited to share their experience on enhancing adaptation action, including through direct access.
- (e) The Ninth Standing Committee on Finance (SCF) Meeting (Bonn, Germany, 10-11 March 2015): a member of the secretariat participated in the meeting of the committee as an observer. For the first time, the Fund was on the agenda of the

meeting, with a session discussing the institutional linkages and relations between the Fund and other institutions under the Convention, as requested to the SCF by the Parties during COP 20 in Lima. The UNFCCC secretariat had previously prepared a background document² to feed the discussion. The secretariat participated as a resource person in a working group following which the committee agreed on the following approaches and steps:

- a. Focusing its consideration on 1) possible future relations with other institutions under the Convention; 2) possible future institutional linkages between the AF and other institutions under the Convention, taking into account any legal and technical implications identified; 3) possible future institutional linkages/financial architecture;
 - b. Calling for submissions from SCF members, observers and thematic bodies under the Convention by 8 May on issues mentioned in 1) and 2) above, with specific questions prepared by co-facilitators and the secretariat to help them identify the scope of such submissions ;
 - c. Requesting the UNFCCC secretariat to prepare a working paper for June meeting with possible options for future institutional linkages and relations, elaborating on any potential legal and technical implications on each of such options, taking into account the submissions mentioned above;
 - d. Enhancing dialogue with the Board and relevant thematic bodies,
- (f) The Eighth Meeting of the GCF Board (Bridgetown, Barbados) 14-17 October: Two members of the secretariat attended the eighth GCF Board meeting. Many key decisions were made at the eight meeting including on accreditation (fit for purpose process, the fast-track accreditation of the entities accredited by the AF, DEVCO, and GEF), the establishment of a GCF Accreditation Panel, the approval of a GCF Readiness program, and a preliminary Results Based Management framework.
- (g) The Ninth Meeting of the GCF Board (Songdo, Korea, 24-26 March 2015): A member of secretariat attended the ninth meeting of the GCF as an observer. The main items for discussion relate to accreditation, where 5 of the 7 entities presented were Fund's accredited entities.
- (h) Climate Finance Readiness Workshop (24-26 March 2015, Panama City, Panama): As part of the Readiness Programme Seminar Series, the secretariat has partnered with the Development Bank of Latin America (CAF) and the government of Panama through the Ministry of Environment, in organizing the Climate Finance Readiness Workshop for Latin America and the Caribbean region bringing together experts in the field of climate finance, and from different financing and supporting organisations along with representatives from four accredited NIEs and 14 countries in the region, to share their experiences and lessons learnt with readiness activities. This 3-day event included a 1 day of clinics (face to face short meetings between the accreditation and environmental and social safeguards experts and the requesting country/organization). It provided the participants with better knowledge about processes to become an NIE, about the full AF proposal development cycle including specific AF requirements and existing projects, and information on

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http://unfccc.int/files/cooperation_and_support/financial_mechanism/standing_committee/application/pdf/scf9_background_paper_institutional_linkages_between_the_af_and_other_institutions.pdf

opportunities available through different initiatives to support countries with their accreditation and project development processes.

Preparations for the twenty-fifth Board meeting

Meeting arrangements

4. The secretariat issued letters of invitation to the Board members and alternates, and made travel arrangements for eligible Board members.

Meeting documents

5. The secretariat, working closely with the Board and Committee Chairs and Vice-Chairs, and the trustee, prepared the documents for the twenty-fifth Board meeting and for the sixteenth meetings of the Project and Programme Review Committee (PPRC), and of the Ethics and Finance Committee (EFC).

6. Documents prepared for the PPRC meeting include AFB/PPRC.16/3: Report of the secretariat on initial screening/technical review of project and programme proposals, which outlines the screening/technical review process undertaken by the secretariat, as well as the following nine project/programme documents with their corresponding technical reviews, and one Project Formulation Grant document:

AFB/PPRC.16/5	<i>Proposal for Senegal (CSE)</i>
AFB/PPRC.16/5/Add.1	<i>Project Formulation Grant for Senegal (CSE)</i>
AFB/PPRC.16/6	<i>Proposal for the Federated States of Micronesia (SPREP)</i>
AFB/PPRC.16/7	<i>Proposal for Uganda (OSS)</i>
AFB/PPRC.16/8	<i>Proposal for India (1) (NABARD)</i>
AFB/PPRC.16/9	<i>Proposal for India (2) (NABARD)</i>
AFB/PPRC.16/10	<i>Proposal for India (3) (NABARD)</i>
AFB/PPRC.16/11	<i>Proposal for Jordan (MOPIC)</i>
AFB/PPRC.16/12	<i>Proposal for Morocco (ADA)</i>
AFB/PPRC.16/13	<i>Proposal for Peru (PROFONANPE)</i>

7. The documents for the PPRC meeting also include AFB/PPRC.16/4: Options for improving the tracking of changes made between different versions of project/programme proposals.

8. Documents prepared for the EFC meeting include:

AFB/EFC.16/1	Provisional agenda.
AFB/EFC.16/2	Annotated provisional agenda.
AFB/EFC.16/3	Guidelines for the monetization of carbon assets.
AFB/EFC.16/4	Adaptation Fund Trust Fund: Financial report prepared by the trustee (as at 31 December 2014).
AFB/EFC.16/5	Work plan for the fiscal year 2016.
AFB/EFC.16/6	Board and secretariat, and trustee budgets for the fiscal year 2016.
AFB/EFC.16/7	Streamlined accreditation process

9. Documents for the twenty-fifth Board meeting include the regular activities of the secretariat and Accreditation Panel reports (AFB/B.25/3 and AFB/B.25/4); as well as document AFB/B.25/5: Readiness programme: Phase I progress report and Phase II proposal and AFB/B.25/6: Issues related to regional projects/programmes.

10. Six information documents prepared for the Board meeting are: AFB/B.25/Inf.1: List of documents; AFB/B.25/Inf.2: Adaptation Fund Board members and alternates; AFB/B.24/Inf.3: List of observers; AFB/B.25/Inf.4: Trustee Presentation: Update on Status of Resources and CER monetization; AFB/B.25/Inf.5: Agenda of the Civil Society Dialogue; and AFB/B.24/Inf.6 Potential linkages between the Fund and the Green Climate Fund, which is a reissuance of document AFB/B.24-25/1, considered by the Board during the intersessional period.

Membership of the Board

11. The following includes a list of the changes in the membership of the Board:

- a) Prof. W. L. Sumathipala (Sri Lanka) was nominated to fill the vacancy for the Alternate for Asia-Pacific Constituency.
- b) Mr. Mohamed Shareef (Maldives), Member for the Asia-Pacific Constituency, has been replaced by Mr. Ahmed Waheed (Maldives).
- c) Mr. Alamgir Mohammed Mansurul Alam (Bangladesh), Alternate for the Asia-Pacific Constituency, was replaced by Mr. Albara Tawfiq (Saudi Arabia).
- d) Ms. Laura Hanning Scarborough (Lithuania), Member for the Eastern Europe Constituency, resigned the Board. The nomination for the position is pending.
- e) Mr. Valeriu Cazac (Moldova), Member for the Eastern Europe Constituency, has been replaced by Ms. Gabriela Popescu (Romania).
- f) Ms. Medea Inashvili (Georgia), Alternate for the Eastern Europe Constituency, has been replaced by Ms. Umayra Tagiyeva (Azerbaijan).
- g) Ms. Yuka Greiler (Switzerland), Member and Mr. Hans Olav Ibrekk, Alternate member for the Western Europe and Others Constituency have switched their positions. Mr. Ibrekk has taken the Member and Ms. Greiler has taken the Alternate positions for the same constituency.
- h) Mr. Paul Elreen Phillip (Grenada), Alternate for the Small Islands Development States Constituency, has switched to the Member for the same constituency.
- i) Mr. Samuela Lagataki (Fiji) has been nominated Alternate for the Small Islands Development States Constituency.
- j) Ms. Angela Churie-Kallhauge (Sweden), Member for the Annex I Countries Constituency, resigned to the Board. Ms. Tove Zetterstrom-Goldmann (Sweden) has been nominated to replace Ms. Churie-Kallhauge.
- k) Ms. Margarita Caso (Mexico), Member and Ms. Patience Dampsey (Ghana), Alternate for the Non-Annex I Countries Constituency, have switched their positions.

Ms. Dampthey has taken the Member and Ms. Caso has taken the Alternate positions for the same constituency.

- l) Mr. Boubacar Sidiki Dembele (Mali), Member for the Non-Annex I Countries Constituency, has been replaced by Ms. Fatuma Hussein (Kenya).
- m) Mr. Adao Soares Barbosa (Timor-Leste), Alternate for the Least Developed States Constituency, resigned to the Board. Mr. Naresh Sharma (Nepal) has been nominated to replace Mr. Barbosa.

Intersessional decisions approved by the Board

12. The secretariat, in consultation with the Board Chair and Vice-Chair, prepared and circulated draft decision texts, of which eleven were approved by the Board during the intersessional period. All the decisions listed below have been posted on the Fund website.

- B.24-25/1: Approval of Direct Project Services, UNDP (Samoa)
- B.24-25/2: Approval of Budget revision, UNDP (Honduras)
- B.24-25/3: Approval of third tranche of funding - Mauritius
- B.24-25/4: Approval of fifth tranche disbursement - Honduras
- B.24-25/5: Approval of third tranche disbursement – Cook Islands
- B.24-25/6: Election of officer – Annex I Party representatives
- B.24-25/7: Approval of proposal for accreditation support – Burundi (MINIRENA)
- B.24-25/8: Amendment to the Readiness Programme budget for fiscal year 2015
- B.24-25/9: Potential linkages between the Fund and the Green Climate Fund
- B.24-25/10: Approval of project extension and fourth tranche of funding – Pakistan
- B.24-25/11: Approval of project in Ghana
- B.24-25/12: Appointment to the Board
- B.24-25/13: Approval of project in Mali
- B.24-25/14: Accreditation Panel re-accreditation report
- B.24-25/15: Approval of project in Nepal
- B.24-25/16: Approval of third tranche of funding - Papua New Guinea

Implementation of decisions adopted by the Board at its twenty-fourth meeting and during the ensuing intersessional period

Report of the secretariat on the intersessional review cycle

13. The secretariat made its best efforts to publicize the possibility to comment on the project/programme proposals submitted to the Adaptation Fund.

Improvement of the tracking of changes made between different versions of the proposals submitted to the PPRC

14. The secretariat, in order to assist the committee in its review of the proposals, presented (a) improving the tracking of changes made between different version of project/programme proposals; and (b) providing the committee with an explanation on how the proponents had responded to the observations of the Board, to the Project and Programme Review Committee.

Modified accreditation process for small entities

15. The secretariat supported the Accreditation Panel to finalize its recommendation for a streamlined process for the accreditation of small national implementing entities (SNIEs). The document is being presented at the current Board meeting.

Zero tolerance policy for corruption and Risk management framework

16. The secretariat provided Board Members and Alternates with an updated text of the code of conduct and request that they sign a receipt of such updated code. The updated text of the code of conduct will be circulated together with the oath of service to new Board Member and Alternates; and revised the risk management framework, circulated it to the Board for intersessional approval and published it on the Fund website.

Strategic discussion on objectives and further steps of the Fund: Report of the fundraising task-force

17. The secretariat prepared a summary document of the resource mobilization strategy that could be made public and developed material for the Conference of the Parties, including the ability to easily download key documents from the Adaptation Fund website.

Second review of the Fund

18. The secretariat prepared a document containing elements on potential linkages with the Green Climate Fund for consideration by the Board during the intersessional period. Pursuant to Decision 2/CMP.9, the secretariat submitted the views of the Board members to the tenth session of the Conference of Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP10).

Issues related to regional projects/programmes

19. The secretariat prepared for the consideration of the Board, at the twenty-fifth meeting of the Board, under the guidance of the workshop group set up under decision B.17/20, a proposal for such a pilot programme based on consultations with contributors, MIEs, RIEs the Adaptation Committee, the Climate Technology Centre and Network (CTCN), the Least Developed Countries Expert Group (LEG), and other relevant bodies, and in that proposal made a recommendation on possible options on approaches, procedures and priority areas for the implementation of the pilot programme.

Communications

20. In alignment with its communications strategy the secretariat continued to make available in digital and print format its new communications materials that tell the Fund story in clear and compelling ways. Materials continued to be translated into Spanish and French, and new communications elements created included a microsite “Climate Finance Ready” (described below), videos about the Fund’s direct access modality, a new website for the Fund, and an Adaptation Story –Honduras. The Board now has a fundraising ‘toolkit’ of materials to support fundraising and other outreach activities; the Fund also now has a media kit, all of which are posted on the Fund website. The secretariat now sends out a periodic e-newsletter to an email list of over 1,000 contacts and supporters. This targeted email distribution list includes Fund donors and potential contributors, supporters and

interested parties. The secretariat compiled the initial distribution list for the e-newsletter and continues to 'grow' the list as appropriate.

21. In alignment with its communications strategy, the secretariat continued to foster positive relations with key media. This included consistent outreach to and interactions with Thomson-Reuters, the Thomson-Reuters Foundation, RTCC, the BBC, National Geographic and others to provide overview an overview of the Fund, and pitch story ideas about the Fund.

22. In alignment with reaching out to initiate and cultivate relations with the private sector, the secretariat fostered its ongoing relations with BBC Media Action,, Climate Development & Knowledge Network (CDKN), Clinton Foundation, Coutts Philanthropy, Howard Buffett Foundation, Mary Robinson Foundation, Rockefeller Foundation, Royal Foundation, and SwissRe.

23. At events the secretariat and Board attended, the secretariat provided communications support, ranging from providing outreach materials, talking points and speeches, arranging for inclusion of Fund-related members on panels, providing social media and press outreach and liaising, organizing exhibit spaces, and other such activities as needed.

24. The secretariat continued its activity on its primary social media channels, Twitter, Facebook and Flickr, growing its audiences and disseminating information. Since summer 2013, its Twitter audience has grown over 560%, from 498 to 3,273, and its Facebook audience has grown over 4,000%, from 271 to 10,493.

25. The secretariat continued to implement its communications and outreach strategy for the Readiness Programme on Climate Finance, forging a strategic partnership with the Climate & Development Knowledge Network (CDKN), and building a joint microsite "Climate Finance Ready" (<http://www.climatefinanceready.org>).:This followed the secretariat's careful and thorough analysis of website resources related to climate finance readiness and identification of CDKN as a strategic partner for the programme's online knowledge exchange microsite.

26. The secretariat continued to retain the services of an IT consultant firm, REI Systems, to continue repairs and regular maintenance of the Accreditation password-protected website. The secretariat also retained the services of IT consultants to build the new website on an updated and stable platform, closely following the foundational documents (e.g. "blueprint") for the site, and working throught he World Bank Group (WBG)'s security and content reviews., The IT consultant also performed this work for the Climate Finance Ready microsite. The consultant firm REI Systems is being engaged to maintain both websites in FY16 and keep them compliant with World Bank Group (WBG) security and content requirements.

27. The secretariat produced multiple videos about the Fund's Direct Access modality, using interviews that the communications staff conducted during the Readiness Programme's seminar in Washington, DC in 2014. These videos are to be posted on the Fund's YouTube channel.

28. The secretariat hosted a brown bag luncheon at the World Bank for the BBC Media Action, presenting their report "Communicating Climate From the Ground Up: changing the conversation about climate change; examples from Asia."

29. The secretariat supported the UNFCCC's Procurement and General Services Unit in communicating the activities of the Fund to potential purchasers of Adaptation Fund CERs.

Support to the Accreditation Panel

30. The secretariat worked closely with the Panel Chair and Vice-Chair and assisted the Panel in its discussions. The eighteenth Panel meeting was held on 15-16 January 2015 in Washington DC, USA. The Panel also reviewed its first set of re-accreditation applications. The secretariat facilitated the Panel's completion of their re-accreditation reviews and all three entities (the World Bank, UNDP, and CSE) were re-accredited through an intersessional decision (Decision B.24-25/14). The secretariat also assisted the Panel in finalizing its report, contained in document AFB/B.25/4.

31. As of the date of issuance of this document and after the last Board meeting, the secretariat received four new completed NIE applications and one new RIE application. All are currently under review by the Accreditation panel.

32. Since the inception of the accreditation process, the secretariat has received and screened 85 applications: 63 from non-Annex I Parties, ten from regional organizations and 12 from multilateral organizations and development banks. The Panel has so far reviewed 58 applications: 37 from non-Annex I Parties, nine from regional organizations and development banks, and 12 from multilateral organizations and development banks.

Table 1: Status of accreditation applications submitted to the secretariat as of March 2015

	NIE	RIE	MIE
Accredited	17	4	11
Not accredited	7	1	0
Under review by Accreditation Panel	12	3	1
Screened by secretariat pending completion of accreditation application	2	0	0

(Table does not include unscreened, withdrawn, or closed applications)

Screening/technical review of project/programme proposals

33. The secretariat screened and prepared technical reviews of six fully developed project documents and three project concepts received during the reporting period. In performing this task, the dedicated team of officials of the secretariat was supported by GEF secretariat technical staff and an environmental and social expert.

Review of Project Performance Reports (PPRs)

34. The secretariat has completed the review and cleared the third Project Performance Reports (PPR) for the projects implemented in Honduras (UNDP, inception date: 27 June 2011), Nicaragua (UNDP, inception date: 21 June 2011) and Pakistan (UNDP, inception date: 15 November 2011), the second PPRs for the projects implemented in Cook Islands (UNDP, inception date: 4 July 2012), Papua New Guinea (UNDP, inception date: 26 July 2012), Mauritius (UNDP, inception date: 30 August 2012), and Uruguay (ANII, inception date: 22 October 2012) and the first PPR for the project implemented in Argentina (UCAR, inception date: 24 October 2013). The project in Argentina did not request a tranche disbursement since the expected expenses for the next reporting period can be covered by

the funds that were previously released at the time of the signature of the agreement with UCAR. The PPR for Pakistan was submitted together with a request to the Board to approve an extension of the project. The project in Samoa separately requested the Board to approve provision of Direct Project Services, and the project in Honduras separately requested the Board to approve a budget revision. The secretariat submitted these reports and corresponding reviews to the Board, and the Board approved through intersessional decisions subsequent financing tranches for the projects in Mauritius (Decision B.24-25/3), Honduras (Decision B.24-25/4), Cook Islands (Decision B.24-25/5), Pakistan (Decision B.24-25/10, including approval of project extension), and Papua New Guinea (Decision B.24-25.16) and the separate requests for the projects in Samoa (Decision B.24-25/1) and Honduras (Decision B.24-25/4). The PPRs were also made publicly available on the Fund's website. The secretariat is continuing the review of PPRs for projects in Cambodia (UNEP), Colombia (UNDP), Ecuador (WFP), Eritrea (UNDP), Guatemala (UNDP), Madagascar (UNEP), Maldives (UNDP), Nicaragua (UNDP), Rwanda (MINIRENA), Tanzania (UNEP), Turkmenistan (UNDP) and Uzbekistan (UNDP).

35. The World Food Programme (WFP), as the implementing entity for the project in Sri Lanka informed the secretariat in October 2014 about unforeseen delays, including revisions of the Memorandum of Understanding between the Government of Sri Lanka and WFP that had prolonged the inception period. The inception period ended in a workshop held on 11 August 2014, which is considered the inception date of project, instead of the previously communicated date of 4 November 2013.

Personnel

36. Mr. Hugo Remaury, the Junior Professional Associate joined the secretariat in November 2014.

37. Ms. Devorah Gillian Flax Davidson, the legal intern completed her tenure in December 2014. Ms. Uroosa Aisha Shaikh, the operations and communications intern and Ms. Young Hee Lee, the legal intern, joined the secretariat in January 2015.

38. Ms. Augustine Wright, the Travel Assistant to support the climate finance readiness programme, joined the secretariat in February 2015.