



ADAPTATION FUND

# UPCOMING AMENDMENT TO OPG RELATED TO THE DESIGNATED AUTHORITIES OF THE ADAPTATION FUND

## Implications of Decision B.43/29

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# Overview

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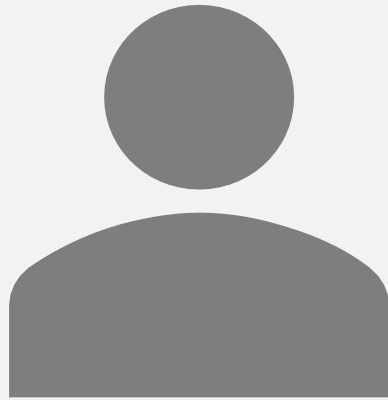
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# Designated Authority to the AF



# What is a Designated Authority (DA)?

Government officials/ entity who act as a point of contact for the Adaptation Fund and appointed as key focal point(s) with signatory authority to endorse Implementing Entities and project proposals on behalf of their national government



Primary contact  
within an entity



Appointed for task



Sufficient authority

# 2

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## Roles and Responsibilities of a DA



# Designated Authority: Role and Responsibilities

- **Definition of DA** → **Government entity with an appointed primary (and secondary) contact who acts as a focal point for the Adaptation Fund**
  - **DA nomination process:** *An official letter designating the DA of a country written and signed by an Ambassador, Minister or an Authority at Cabinet level is required*
- **On Behalf of national government, the DA:**
  - **Endorse an NIE which is deemed eligible to meet AF accreditation criteria**
    - **NIE endorsement process:** *An official letter of NIE endorsement written and signed by DA needs to be communicated to AFB Secretariat*
    - **RIE endorsement:** *DA endorses and send a letter of endorsement of RIE as its member country (at least 2 letters are required)*
  - **Endorse Project proposal by NIE, RIE or MIE for adaptation projects/programmes in the DA's country**



# 2

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## AF Board Decision



# Board Decision (B.43/29)

*Having considered the information contained in document AFB/B.43/7 and taking into account the discussion on option 2 of document AFB/B.42/6, the Adaptation Fund Board (the Board) decided:*

- a) To adopt and initiate the change of the definition of “Designated Authority” from an officer to an entity;*
- b) To revise, for the purpose of a transitional period of no longer than one year, the definition of “Designated Authority” in the Fund’s Operational Policies and Guidelines for Parties to Access Resources from the Adaptation Fund (OPG) from “an officer within the Party’s government administration” to “**either an officer within the Party’s government administration or a government entity of the Party with appointed primary and secondary contact points**”;*
- c) To phase out the current system of nominated government officer as Designated Authority at the end of the 12-month period and, effective immediately, to no longer accept new nominations of officers as Designated Authorities;*



# Board Decision (B.43/29) continued

*d) To invite eligible Parties to nominate, as soon as possible and within 12 months from the date of the present decision, a government entity as the Designated Authority for the Adaptation Fund and appoint a primary contact point with the authority to sign on behalf of the Designated Authority and up to two secondary contact points without signing authority who will facilitate communication and coordination with the Fund. The nomination of a government entity as the Designated Authority will replace any previously nominated officer as Designated Authority for that Party;*

*e) To request the secretariat to communicate the present decision to all Parties through their current Designated Authority and the UNFCCC focal points, and to support Parties through provision of the relevant nomination letter templates and guidance to facilitate a smooth transition.*

*f) To request the secretariat to present an amendment to the OPG for the Board's consideration at its forty-fifth meeting, aimed at finalizing the transition of Designated Authority from an officer to an entity*

**(Decision B.43/52)**



# 3

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## DA Transition Process



# Process for DA transition

- Five (5) step approach to be followed to ensure DA transition as mandated:
  - Communicate the Board decision and the approved change related to the nomination of the DA to the governments of all Non-Annex I Parties that are Parties to the Kyoto Protocol or the Paris Agreement and invite them to nominate their government entity as the DA to represent the country in its relations with the Adaptation Fund **(done)**
  - Template official letter regarding nomination of a government entity as DA of the AF to guide the countries to communicate the names and other details of all contact point(s) within the institution **(done)**
  - Fund will no longer accept new nominations of officers as the DA, but only government entities. The countries with existing DAs encouraged to send nominations of government entities as DAs within a period no longer than 12 months from the date of the Board decision (responses expected by 11 October 2025)
  - Countries to provide a primary contact and up to two secondary contact points
  - OPG will replace the reference to “officer” and fully transition the DA to “entity” in para 21



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# Template to request DA Change



# Sample Response Letter

[Letterhead of the Relevant Government Institution/Ministry]

[Date]

**To: Mr. Mikko Ollikainen**

Head of the Adaptation Fund  
c/o Global Environment Facility  
Mail stop: N 7-700  
1818 H Street NW, Washington DC 20433, USA

Email: [afbsec@adaptation-fund.org](mailto:afbsec@adaptation-fund.org); Telephone: +1.202.473.0701

Subject: Nomination of **[Name of institution]** as Designated Authority to the Adaptation Fund per Decision B.43/28 of the Adaptation Fund Board

Dear Mr. Ollikainen,

Following the decision of the Adaptation Fund Board during its forty-third meeting on 11<sup>th</sup> October 2024, on behalf of the **[Government of Country Name]**, and in my capacity as **[Position title and affiliated Government Ministry/Department]**, I am pleased to nominate **[Name of institution]** to officially serve as the Designated Authority (DA) to the Adaptation Fund.

In line with the Adaptation Fund Board's decision, the following shall hereby be recognized as the official contact details for the DA of **[ Government of country name]**:

**Designated Authority:** Name of the institution, address, email, and phone number

**Primary contact point (with signing authority):** Name, title/designation, email address, phone number(s)

**Secondary contact point 1 (to facilitate communication and coordination with the Fund):** Name, title/designation, email address, phone number(s)

**Secondary contact point 2 (to facilitate communication and coordination with the Fund):** Name, title/designation, email address, phone number(s)

I am confident that the DA and nominated representatives will uphold the highest standards of professionalism and diligence in fulfilling their responsibilities as to the Adaptation Fund Board.

Yours sincerely,

*[Signature]*

**Name of the Minister/ an authority at cabinet level, or the Ambassador of the Party]**





**ADAPTATION FUND**

**THANK YOU**

Naysa Ahuja  
nahuja@adaptation-fund.org  
Program Officer, Countries and Partnership Team

# Background

- At the forty-second meeting of this Board held in April 2024, the secretariat presented an analysis of the provisions of the OPG related to the DAs of the Fund and recommended option:

*Option 2 (recommended option): Amend the relevant provision in the OPG from “an officer” to “an entity” and allow the nomination of primary or secondary contact points/focal points in that entity (GCF model).*

- Based on the analysis presented at the forty-second Board meeting, the Board decided:

*To request the secretariat to propose options for amending the provisions related to the Designated Authorities (DAs) of the Adaptation Fund contained in the Fund’s Operational Policies and Guidelines with a view to enhancing the capacity of DAs, taking into account the discussion on option 2 of document AFB/B.42/6 during the forty-second meeting of the Board, to the Board for consideration at its forty-third meeting;*

*To request the secretariat to also present, as part of the options in sub-paragraph (a), an analysis of their operational implications, taking into consideration relevant practices of other climate funds and consultations with relevant stakeholders, to the Board for consideration at its forty-third meeting.*

*(Decision B.42/06)*

