



Date: 7 February 2012

## **INFORMATION NOTE**

### **Launching the Green Climate Fund**

Following the Information Note sent on 22 December 2011 regarding the issues related to the launching of the Green Climate Fund (GCF), further steps have been taken to set up the interim secretariat of the GCF. Staff have been assigned temporarily to work in the interim secretariat and additional support from the secretariats of the Global Environment Facility and the United Nations Climate Change secretariat (UNFCCC) has been identified.

#### **First meetings of the Board**

In accordance with the decision 3/CP.17 of the Conference of the Parties to the UNFCCC on the GCF,<sup>1</sup> the interim secretariat is making arrangements to convene the first meeting of the Green Climate Fund Board from 25 to 27 April 2012 in Geneva at the kind invitation of the Government of Switzerland.

The interim secretariat is also working with the Republic of Korea to prepare for the second Board meeting, which has been tentatively scheduled for the week of 1 July 2012, subject to approval by the Board at its first meeting.

#### **Nominations to the Board of the Green Climate Fund**

Parties are reminded that nominations for the position of member and alternate member of the Board of the GCF should be submitted to the interim secretariat through their regional groups and constituencies (see annex I for details) by no later than 31 March 2012.

In this regard, we wish to point out that it will be up to each regional group or constituency to determine the mode of coordination for this nomination process.

#### **Hosting the Green Climate Fund**

Parties are also requested to submit to the Board, by 15 April 2012, expressions of interest for hosting the Green Climate Fund with reference to the criteria contained in Annex II.

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<sup>1</sup> [http://unfccc.int/files/meetings/durban\\_nov\\_2011/decisions/application/pdf/cop17\\_gcf.pdf](http://unfccc.int/files/meetings/durban_nov_2011/decisions/application/pdf/cop17_gcf.pdf).



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### **Financing the start-up**

As per the decision on the Green Climate Fund, Parties are invited to make financial contributions for the start-up of the Green Climate Fund, including to cover the administrative costs of the Board and its interim secretariat. The interim secretariat is making trust fund arrangements which will be communicated to Parties, together with an indicative administrative budget for the GCF, in due course.

Should you have any questions or require further information, please contact the interim secretariat of the Green Climate Fund at [GCF-IntSec@unfccc.int](mailto:GCF-IntSec@unfccc.int).<sup>2</sup>

Yours sincerely,

*(Signed by)*

Christianiana Figueres

*(Signed by)*

Monique Barbut

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<sup>2</sup> Please note that this is an initial e-mail address which will be replaced once a dedicated internet domain has been created for the GCF.



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## **Annex I**

### **The Board of the Green Climate Fund**

In accordance with paragraph 10 of the decision of the COP, and paragraphs 9 to 12 of the Governing Instrument for the Green Climate Fund:

- Each Board member will have an alternate member, with alternate members entitled to participate in the meetings of the Board only through the principal member, without the right to vote, unless they are serving as the member. During the absence of the member from all or part of a meeting of the Board, his or her alternate will serve as the member;
- The members of the Board and their alternates will be selected by their respective constituency or regional group within a constituency;
- Members and alternate members will serve for a term of three years and be eligible to serve additional terms as determined by their constituency;
- Members of the Board will have the necessary experience and skills, notably in the areas of climate change and development finance, with due consideration given to gender balance;
- The twelve seats for developing country Parties are to be distributed as follows:
  - a) Three members and alternate members from Asia-Pacific;
  - b) Three members and alternate members from Africa;
  - c) Three members and alternate members from Latin America and the Caribbean;
  - d) One member and alternate member from small island developing States;
  - e) One member and alternate member from least developed country Parties; and
  - f) One member from developing country Parties not included in the regional groups and constituencies above; and one alternate member to rotate between developing country Parties included in the groups and constituencies listed above (a to e).<sup>1</sup>

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<sup>1</sup> Parties are further informed that at COP 17, the Chair of the Group of 77 and China informed the President in a communication dated 10 December 2012: "It is our understanding that the nomination for the principal seat in {paragraph 10 (f) of the decision of the COP} will be made by the developing country Parties of the Eastern Europe Group. This is an exception to usual practice and does not set a precedent.



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## **Annex II**

### **Criteria for the selection of the host country**

In line with the objectives set forth in paragraph 11 above, Parties are invited to submit to the Board expressions of interest for hosting the Green Climate Fund by 15 April 2012, based on the following criteria:

- a) The ability to confer and/or recognize juridical personality and legal capacity to the Fund for the protection of its interests and the exercise of its functions, to give effect to paragraphs 7 and 8 of the governing instrument of the Green Climate Fund, including but not limited to the ability to contract, acquire and dispose of immovable and movable property, and institute legal proceedings;
- b) The ability to provide privileges and immunities to the Fund as are necessary for the fulfilment of its purposes, and to the officials of the Fund as are necessary for the independent exercise of their official functions in connection with the Fund;
- c) Financial arrangements, administrative and logistical support to the Fund;
- d) Any other information that the host country wishes to provide.