

GEF Council Meeting  
June 5 – 7, 2012  
Washington, D.C.

Agenda Item 3

## **Annotated Provisional Agenda**

**Agenda Item 1.**

**Opening of the Meeting**

*(CEO Chairs)*

1. The meeting will be opened by Monique Barbut, CEO/Chairperson of the Facility.

**Agenda Item 2.**

**Election of a Chairperson**

*(CEO Chairs)*

2. In accordance with paragraph 18 of the Instrument, a Chairperson will be elected from among the Members of the Council. Paragraph 18 provides that the position of elected Chairperson will alternate from one meeting to another between recipient and non-recipient Council Members. The elected Chairperson at the previous Council meeting was Ms. Claudia Grayeb, the Council member representing the constituency of Costa Rica, El Salvador, Guatemala, Honduras, Mexico, Nicaragua, Panama, and Venezuela.
3. Consistent with paragraph 18 of the Instrument, the elected Chairperson is expected to Chair the Council meeting during discussions on agenda item 3, "Adoption of the Agenda", agenda item 4, "Statements by the Executive Secretaries of the Conventions", agenda item 5, "Relations with the Conventions and Other International Institutions", agenda item 6, "Report by the Chairperson of Scientific and Technical Advisory Panel", agenda item 7, "Annual Performance Report 2011 and Management Response", agenda item 8, "Annual Country Portfolio Evaluation Report 2012 and Management Response", agenda item 9, "Terms of Reference and Budget for the Fifth Overall Performance Study of the GEF", agenda item 10, "Work Program and Budget of GEF Evaluation Office", agenda item 12, "Annual Monitoring Report: Part II", agenda item 17, "Report of the Selection and Review Committee" and agenda item 18, "Appointment of GEF CEO and Chairperson".
4. The elected Chairperson and the CEO will jointly chair the Council meeting during discussions on agenda item 19, "Other Business," and agenda item 20, "Joint Summary of the Chairs."
5. The CEO/Chairperson of the Facility will chair the Council meeting during discussions of the other items on the agenda.

**Agenda Item 3.**

**Adoption of the Agenda**

*(Elected Chairperson Chairs)*

6. A *Provisional Agenda* for consideration by the Council has been circulated to all Council Members as document GEF/C.42/01/Rev.02.
7. *The Council is invited to adopt the agenda for the meeting.*

**Agenda Item 4.**

**Statements by the Executive Secretaries of the Conventions**

*(Elected Chairperson Chairs)*

8. The representative(s) from the different Convention(s) will report on the recent decisions and developments under their Convention related to the activities of the GEF.

**Agenda Item 5.**

**Relations with the Conventions and Other International Institutions**

*(Elected Chairperson Chairs)*

9. Document GEF/C.42/03, *Relations with the Conventions and Other International Institutions*, reports on developments of interest to the GEF occurring since the 41<sup>st</sup> Council meeting in November 2011 within the context of the Convention on Biological Diversity, UN Framework Convention on Climate Change, the Stockholm Convention on Persistent Organic Pollutants, the UN Convention to Combat Desertification, and the Montreal Protocol on Substances that Deplete the Ozone Layer. The report also provides information on the Secretariat's relations with other conventions and institutions.
10. *The Council is invited to consider the report and request the GEF network to continue working with recipient countries to reflect the guidance and national priorities in their respective GEF programming and activities.*

**Agenda Item 6.**

**Report by the Chairperson of the Scientific and Technical Advisory Panel**

*(Elected Chairperson Chairs)*

11. The Chairperson of the Scientific and Technical Advisory Panel will be invited to make a statement to the Council on the work of the Panel. An opportunity will be provided for Council Members to address questions to the Chairperson of the Scientific and Technical Advisory Panel. A written report of the Chair can be found in document GEF/C.42/Inf.13/Rev.01, *Report of the Chairperson of the Scientific and Technical Advisory Panel*.

12. *The Council is invited to comment on the report of the Chairperson of the Scientific and Technical Advisory Panel and to provide guidance to the Panel, as appropriate.*

**Agenda Item 7.**

**Annual Performance Report 2011 and Management Response**  
*(Elected Chairperson Chairs)*

13. Document GEF/ME/C.42/01, *Annual Performance Report 2011*, presents to the Council a detailed account of some aspects of project results, of processes that may affect these results, of monitoring and evaluation (M&E) arrangements in completed GEF projects, and also of quality of terminal evaluation reports. This APR also focuses on 109 completed projects for which terminal evaluations were submitted during the fiscal year 2011 (FY11).
14. Document GEF/ME/C.42/02, *Management Response to the Annual Performance Report 2011*, has been prepared by the GEF Secretariat in consultation with the GEF Agencies.
15. *The Council is invited to review both documents and takes note that evidence has emerged that the GEF Agencies are starting to involve GEF Operational Focal Points in a more systematic manner in monitoring and evaluation.*
16. *The Council is invited to request the GEF Agencies to continue to enhance their efforts to specify how Operational Focal Points will be engaged, when feasible and relevant, in project or program monitoring and evaluation.*

**Agenda Item 8.**

**Annual Country Portfolio Evaluation Report 2012 and Management Response**  
*(Elected Chairperson Chairs)*

17. Document GEF/ME/C.41/03, *Annual Country Portfolio Evaluation Report 2012*, presents to the Council a synthesis of the main conclusions and recommendations coming from country portfolio evaluations (CPEs) and Country Portfolio Studies (CPSs) conducted in the Latin America and Caribbean (LAC) region
18. Document GEF/ME/C.42/04, *Management Response to the Annual Country Portfolio Evaluation Report 2012*, presents to the Council its conclusions to the report prepared by the Evaluation Office.
19. *The Council is invited to review both documents and requests the Secretariat: 1) To consider ways to make project approval and implementation in Small Island Developing States more flexible and context-specific; 2) To reduce the burden of monitoring*

*requirements of multifocal area projects to a level comparable to that of single focal area projects; and 3) To enable South-South cooperation activities as components of national, regional and/or global projects where opportunities for exchange of technology, capacity development and/or sharing of best practices exist.*

**Agenda Item 9.**

**Terms of Reference and Budget for the Fifth Overall Performance Study of the GEF**  
*(Elected Chairperson Chairs)*

20. Document GEF/ME/C.42/05, *Terms of Reference for the Fifth Overall Performance Study of the GEF*, presents to the Council the draft Terms of Reference for the Fifth Overall Performance Study of the GEF, which will provide an important input into the sixth replenishment of the GEF. These terms of reference are based on comments received on the approach paper for OPS5 that was published in March 2012. A separate audit trail document published on the website of the Office shows how comments were taken into account.
21. *The Council is invited to review the document and approve these terms of reference, as well as the budget for an amount of USD 1.075 million, to be incorporated in the multi-annual budget of the Evaluation Office.*
22. *The Council is invited to further request the Evaluation Office to implement OPS5 and to provide the first and final reports to the Replenishment process and to the Council according to the schedule presented.*

**Agenda Item 10.**

**Work Program and Budget of the GEF Evaluation Office**  
*(Elected Chairperson Chairs)*

23. Document GEF/ME/C.42/06, *Work Program and Budget of the GEF Evaluation Office*, presents its report for FY13.
24. *The Council is invited to review the document and approve the annual budget for the Evaluation Office for fiscal year 2013 for a total of US\$2.74 million. The multi-annual budget for the evaluation program of the GEF Evaluation Office is approved for an amount of US\$ 3 million for evaluations carried out in fiscal year 2013 and evaluations continuing on into fiscal year 2014. This amount includes the funding approved by the Council for the Fifth Overall Performance Study and the mid-term evaluations for STAR and the NPFE/CSP related activities of the GEF, as requested by Council.*

**Agenda Item 11.**

**Broadening the GEF Partnership: Clarification of Responsibilities**

*(CEO Chairs)*

25. Document GEF/C.42/04, *Clarifying the Responsibilities of the GEF's Key Actors with respect to the Use of GEF Resources*, presents to the Council the responsibilities of the GEF's key actors with respect to the use of GEF resources under the existing GEF partnership arrangements; these actors include the Implementing Agencies, the Executing Agencies, Trustee, Secretariat and Evaluation Office.
26. *The Council is invited to take note of the document and approve the approach presented in the paper to strengthen Financial Procedures Agreements (FPAs) and request the Trustee and the Implementing and Executing Agencies to prepare amendments to the existing FPAs to include appropriate provisions and requests the Trustee to include similar provisions in any new FPAs with GEF Partner Agencies.*

**Agenda Item 12.**

**Annual Monitoring Report 2011: Part II**

*(Elected Chairperson Chairs)*

27. Document GEF/C.42/05/Rev.01, *Annual Monitoring Report 2011: Part II*, presents to the Council an analysis of projects, which have undergone a mid-term review or were in their last year of implementation in FY2011. The current report focuses on focal area results and lessons learned through an analysis of documentation sent to the Secretariat by the Agencies including tracking tool data, project implementation reports (PIRs), mid-term reviews (MTRs), and project completion reports or terminal evaluations (TEs).
28. *The Council is invited to take note of the AMR: Part II and appreciates the reformed AMR process. The Council is invited to further request the GEF to continue providing two AMR reports. The first, presented in the fall, containing a quantitative overview of information on the portfolio under implementation; and the second, presented in the spring, containing more in-depth analysis of outcomes, experiences, and lessons learned.*
29. *The Council is also invited to support the Secretariat's recommendation to include the following information in Part I of the AMR, beginning with the next AMR:*

- i. *An annual status update on Enabling Activities, Programmatic Approaches and the Small Grants Programme*
- ii. *Information on the influence of the National Portfolio Formulation Exercise (NPFE) process and products on GEF-5 programming*

**Agenda Item 13.**

**Work Program**  
*(CEO Chairs)*

- 30. Document GEF/C.42/06, *Work Program*, presents to the Council, eighty four (84) stand alone project concepts and two (2) programmatic approaches amounting to \$607.38 million in GEF project grants and Agency fees of \$59.88 million.
- 31. *The Council is invited to review the proposed work program with a view of approving it for further development.*

**Agenda Item 14.**

**Business Plan FY 13-14 and Budget, FY13**  
*(CEO Chairs)*

- 32. Document GEF/C.42/07/Rev.01, *Business Plan FY13-14 and Budget FY13*, presents to the Council the status of policy development and implementation already underway, or planned, in order to: (i) implement the policy recommendations of the fifth replenishment; (ii) implement other policy reforms, and (iii) implement GEF programming strategies. The Secretariat has completed implementation of all of the agreed GEF-5 policy reforms. The business plan updates the Council on implementation progress on all key reforms. The Business Plan also reports on other key initiatives recently undertaken during the last fiscal year, and provides a comprehensive budget of the GEF including: GEF Secretariat, STAP, the Trustee, and the Evaluation Office.
- 33. *The Council is invited to take note of the business plan and approve the FY13 corporate budget from the GEF Trust Fund of \$30.278 million.*
- 34. *The Council is also invited to approve \$0.7113 million for administrative cost of the Nagoya Protocol Implementation Fund (NPIF), of which \$0.4173 million is for FY13 costs, and \$0.294 million for costs incurred prior to June 30, 2012.*

**Agenda Item 15.**

**Fee Structure for Agencies: Part I & Part II**  
*(CEO Chairs)*

- 35. Document GEF/C.42/08, *Fee Structure for Agencies: Part I & II*, presents to the Council a proposal for a new fee policy with a view

to decrease the total cost of the full fee structure. Taking note of the findings of the review undertaken by an external consultant, the Secretariat established a Working Group comprised of four Council members, GEF Secretariat and GEF Agencies. The document outlines the results of the review undertaken by the Working Group of the fee structure.

36. *The Council is invited to review both documents and express its appreciation to the Fee Working Group on further developing this structure.*
37. *The Council is invited to accept the fee structure as proposed by the Fee Working Group and outlined in this document.*
38. *The Council is invited to request the Secretariat to begin implementation of the new structure in the new fiscal year beginning July 1, 2012.*
39. *The Council is invited to confirm that the fees provided along with GEF grants to the GEF Agencies are all inclusive and as such cover costs of all services provided by the Agencies to recipient countries.*
40. *The Council is invited to further request the Secretariat to work in close collaboration with the Trustee to identify and recover the amounts paid beyond the Fee ceilings as approved by the Council.*

**Agenda item 16.**

**Secretariat Recommendations of Project Agencies for Accreditation**  
*(CEO Chairs)*

41. Document GEF/C.42/09/Rev.01, *Secretariat Recommendations of Project Agencies for Accreditation*, reports on the results of the Stage I value-added reviews conducted by the Secretariat and recommends to the Council eleven Agencies to progress to Stage II of the accreditation process. Five are national agencies, two regional agencies and four Civil Society Organizations.
42. *The Council is invited to approve that agencies recommended in the document, progress to Stage II of the accreditation process:*
43. *The Council is invited to welcome these agencies to submit their Stage II applications to the GEF Secretariat for review by the GEF Accreditation Panel. The Council requests the CEO, to report, by mail on the results of Stage II reviews by the Accreditation Panel.*



**Agenda Item 17.**

**Report of the Selection and Review Committee**  
*(Elected Chairperson Chairs- Executive Session)*

44. The Chair of the Selection and Review Committee will present the report of the SRC to the Council.

**Agenda Item 18.**

**Appointment of GEF CEO and Chairperson**  
*(Elected Chairperson Chairs)*

45. The appointment of the new GEF CEO and Chairperson will be announced.

**Agenda Item 19.**

**Other Business**  
*(Jointly Chaired)*

46. Members and the Chairs may raise any other business under this agenda item.
47. The Chair will inform the Council of possible dates for the fall 2012 and spring 2013 Council meeting

**Agenda Item 20.**

**Joint Summary of the Chairs**  
*(Jointly Chaired)*

48. The Elected Chair and the CEO/Chairperson will present a joint summary of the conclusions of the meeting. Decisions approved by the Council during the meeting will be included in the Chairs' Joint Summary.

## Provisional Timetable

*Tuesday, June 5, 2012*

*Morning Session*

09:00 – 9:45	<b>Agenda Item 1.</b>	<b>Opening of the Meeting</b> (CEO Chairs)
	<b>Agenda Item 2.</b>	<b>Election of a Chairperson</b> (CEO Chairs)
	<b>Agenda Item 3.</b>	<b>Adoption of the Agenda</b> (Elected Chairperson Chairs)
9:45 – 10:15	<b>Agenda Item 4.</b>	<b>Statements by the Executive Secretaries of the Conventions</b> (Elected Chairperson Chairs)
10:15 – 11:00	<b>Agenda Item 5.</b>	<b>Relations with the Conventions and Other International Institutions</b> (Elected Chairperson Chairs)
11:00 – 11:15	<b>Agenda Item 6.</b>	<b>Report by the Chairperson of STAP</b> (Elected Chairperson Chairs)
11:15 – 12:00	<b>Agenda Item 7.</b>	<b>Annual Performance Report 2011 and Management Response</b> (Elected Chairperson Chairs)
12:00 – 1:00	<b>Agenda Item 8.</b>	<b>Annual Country Portfolio Evaluation Report 2012 and Management Response</b> (Elected Chairperson Chairs)

*Afternoon Session*

3:00 – 4:00	<b>Agenda Item 9.</b>	<b>Terms of Reference and Budget for the Fifth Overall Performance Study of the GEF</b> (Elected Chairperson Chairs)
4:00 – 5:00	<b>Agenda Item 10.</b>	<b>Work Program and Budget of the GEF Evaluation Office</b> (Elected Chairperson Chairs)
5:00 – 6:00	<b>Agenda Item 11.</b>	<b>Broadening the GEF Partnership: Clarification of Responsibilities</b> (CEO Chairs)

***Wednesday, June 6, 2012***

*Morning Session*

- 9:00 – 10:30      **Agenda Item 12.**      **Annual Monitoring Report 2011: Part II**  
(Elected Chairperson Chairs)
- 10:30 –12:00      **Agenda Item 13.**      **Work Program** (CEO Chairs)
- 12:00 – 1:00      **Agenda Item 14.**      **Business Plan FY13-14 and Budget, FY13**  
(CEO Chairs)

*Afternoon Session*

- 3:00 – 4:30      **Agenda Item 15.**      **Fee Structure for Agencies: Part I & II**  
(CEO Chairs)
- 4:30 – 6:00      **Agenda Item 16.**      **Secretariat Recommendations of Project**  
**Agencies for Accreditation** (CEO Chairs)

***Thursday, June 7, 2012***

*Morning Session*

- 9:00 – 11:30      **Agenda Item 17.**      **Report of the Selection and Review Committee**  
(Elected Chairperson Chairs- Executive Session)
- Agenda Item 18.**      **Appointment of GEF CEO and Chairperson**  
(Elected Chairperson Chairs)
- 11:30 – 12:00      **Agenda Item 19.**      **Other Business** (Jointly Chaired)
- 12:00 – 1:30**      ***LDCF/SCCF Council Meeting***

*Afternoon Session*

- 3:00 – 4:00      **Agenda Item 20.**      **Joint Summary of the Chairs** (Jointly Chaired)