



Global Environment Facility

GEF/C.16/9
October 2, 2000

GEF Council
November 1-3, 2000
Agenda Item 11

NOTE ON ORGANIZATION OF SECOND GEF ASSEMBLY

Recommended Council Decision

The Council reiterated its sincere appreciation for the generous offer of the Government of China to host the second GEF Assembly in October 2002. The Council agrees that the organization and structure of the Assembly proposed in the note prepared by the Secretariat, document GEF/C.16/9, provides a sound basis for planning and requests the Secretariat to begin taking steps necessary to organize the Assembly. In this regard, the Council approves the additional resources to the GEF Secretariat's corporate budget for FY01 detailed in the note for purposes of initiating the planning and organization of the Assembly.

INTRODUCTION

1. During its meeting in May 2000, the Council considered the timing of the second GEF Assembly and agreed, “that the Assembly should be linked with the completion of replenishment discussions and that it would therefore be important for the forthcoming GEF Assembly to be held after the completion of negotiations for the third replenishment of the GEF Trust Fund. The Council also concluded that it would be useful for the Assembly to be held after the convening of the Rio+10 conference to allow the Assembly to take into account the results and new directions agreed to by the conference.”
2. The Council also welcomed with appreciation and accepted the kind offer of the Government of China to host the second GEF Assembly around October 2002.
3. The GEF Secretariat has followed up on the decision of the Council and the generous offer of the Government of China by initiating preliminary discussions with the host government on the organization of the Assembly. The purpose of this note is to inform the Council of the initial conclusions of those discussions and the steps that the Secretariat will be taking to launch the organization of the second Assembly during the coming months. The Council’s approval is sought for the resources that will be needed to cover the costs of the activities that are to be undertaken during FY01.

ORGANIZATION AND STRUCTURE OF THE ASSEMBLY

4. On the basis of discussions with the Government of China, it is proposed that the Assembly be convened in Beijing from October 16 to 18, 2002.
5. The Assembly will be preceded by a Council meeting in Beijing on October 14 and 15, 2002. The principal focus of the Council meeting will be to review the documentation prepared for the Assembly and to agree upon any recommendations and proposals it decides to present to the Assembly.
6. The Assembly will be convened at a ministerial level, and Ministers and heads of delegation will be invited to address the Assembly.
7. A roundtable of heads of delegation will be organized to provide an opportunity for heads of delegation to reflect upon emerging points of consensus from the statements and general debate. The roundtable format is intended to provide a more open setting in which the Chair and the heads of delegation can exchange views that will be reflected in the Statement of the Assembly’s conclusions.
8. The Assembly will conclude by endorsing a Statement of the Assembly, which will be based on the views expressed by delegations in their statements and during the roundtable.
9. Panels, workshops and seminars will be organized in parallel with the plenary sessions. The Secretariat proposes to solicit views from a wide audience on ideas and themes for panels, workshops and seminars.

BUDGET FOR THE ASSEMBLY

10. Costs for preparing and organizing the Assembly will be incurred over three fiscal years (FY01, FY02 and FY03). The Secretariat will include in its proposal for the FY02 corporate budget estimates for the Assembly. In the interim, some resources are required to enable the Secretariat to initiate preliminary preparations for the Assembly. This will require conference logistical services to initiate the planning and necessary administrative arrangements and reservations for the Assembly as well as the preparation of the Memorandum of Understanding between the host government and the GEF.

11. A mission will visit Beijing in the first half of 2001 to evaluate proposed meeting venues, hotels and other arrangements, to arrange for local conference support, and to carry out discussions with the Government of China on the Memorandum of Understanding.

12. The second Assembly provides a unique opportunity to communicate to a wider audience the importance of issues concerning the global environment as well as the goals and mandate of the GEF and to showcase GEF's work and achievements together with the work and achievements of its partners. During this fiscal year a strategy will be developed as to how best to seize this opportunity, and efforts will be initiated to prepare the tools and material that will be identified in such a strategy.

13. The Council is requested to approve the following additional resources to the GEF Secretariat's corporate budget for FY01:

Conference planning services	\$20,000
Mission to Beijing	\$20,000
Development of a communication strategy and preliminary cost of developing outreach material	\$10,000
Total	\$50,000

NEXT STEPS

14. The Secretariat will report to the Council at its next meeting on the progress that has been achieved in planning the Assembly and will propose to the Council for its review and approval a more detailed proposal for the organization of the Assembly, including a preliminary agenda, list of documents and budget.