



# Global Environment Facility

GEF/C.25/2  
May 2, 2005

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GEF Council  
June 3-8, 2005

Agenda Item 3

## ANNOTATED PROVISIONAL AGENDA

**AGENDA ITEM 1.**

**OPENING OF THE MEETING**

*(CEO Chairs)*

1. The meeting will be opened by Leonard Good, 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 Ludovica Soderini, Council Member representing Italy.

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 "Statement by the Chair of STAP," agenda item 5 "Monitoring and Evaluation", agenda item 6 "Statements by the Executive Secretaries of the Conventions," agenda item 7 "Relations with Conventions and other Institutions", agenda item 9 (b), Proposed Memorandum of Understanding between the United Nations Convention to Combat Desertification in those countries experiencing serious drought and/or desertification, particularly in Africa and the Global Environment Facility, agenda item 11, "Corporate Budget", agenda item 12, "Process for Selecting the CEO/Chairman of the Facility", agenda item 15, Strengthening focal points and Council Members, and agenda item 18, Review of Action Plan.

4. The elected Chairperson and the CEO will jointly chair the Council meeting during discussions on agenda item 20, "Other Business," and agenda item 21, "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.25/1/Rev.2.

7. *The Council is invited to **adopt** the agenda for the meeting.*

**AGENDA ITEM 4.**

**STATEMENT BY THE CHAIR OF STAP**  
*(Elected Chairperson Chairs)*

8. The Chair of STAP will be invited to make a statement to the Council on the work of STAP. An opportunity will be provided for Council Members to address questions to the Chair of STAP.

**AGENDA ITEM 5.**

**MONITORING AND EVALUATION**  
*(Elected Chairperson Chairs)*

*(a) GEF Office of Monitoring and Evaluation Progress Report*

9. The Director of the GEF OME will present document GEF/ME/C.25/Inf.1, which provides an assessment and update on the work conducted by the Office in FY05. In particular, the Director will brief the Council on three major special initiatives under implementation by the Office: the evaluation of the GEF support to the Cartagena Protocol, the Local Benefits Study and the consultative process with GEF partner institutions on M&E systems.

10. *Council is invited to **review and take note** of the activities carried out by the Office of M&E in FY05.*

*(b) GEF Annual Performance Report and GEF Management Response*

11. Following Council recommendations, the GEF Office of Monitoring and Evaluation prepared document GEF/ME/C.25/1, *Annual Performance Report*. The document presents an assessment of project design, project development timeframes, and quality of project terminal evaluations and M&E systems. In addition, each of the GEF Implementing Agencies prepared documents GEF/ME/C.25/Inf. 2, 3, and 4, *Project Implementation Review 2004-Overview Report*.

12. *The Council is invited to **review** and **comment** on the document.*

13. GEF/ME/C.25/2 *Management Response to the Annual Performance Review*, prepared by the GEF Secretariat and the Implementing Agencies, provides GEF management's response to the review conducted by the GEF Office of Monitoring and Evaluation entitled, *GEF Annual Performance Review* (GEF/ME/C.25/1).

14. The Council is invited to **review** the Annual Performance Review, **taking note** of the report's recommendations, and to consider the GEF Management Response and Implementing Agencies' overview reports in the discussion. The GEF Office of M&E will report on follow-up to the Council decision in the Office's Annual Management Report, to be presented in November 2005.

*(c) Four-year Rolling Work Program and Budget (FY06-09) and Results in FY05*

15. Document GEF/ME/C.25/3, prepared by the GEF Office of Monitoring and Evaluation, presents the *Four-year Rolling Work Program and Budget (FY06-09) and Results in FY05*. This is an updated version of the one presented in November, 2004 which takes into account Council comments.

16. *The Council is invited to **review** the document. Council Members are requested to **approve** the proposed FY06 budget to support the implementation of activities during next year.*

*(d) Draft Third Overall Performance Study*

17. ICF Consulting, the firm selected to conduct OPS3, will present the draft OPS3 report and its major findings and recommendations for Council consideration and comments. The Director of the GEF Office of Monitoring and Evaluation will provide his assessment of the study as well as comments from the High Level Advisory Panel.

18. Council Members are invited to **review** and **comment** on the document. Furthermore, Council members are requested to submit formal comments to ICF Consulting not later than June 24, 2005. ICF Consulting is requested to prepare the final report not later than June 30, 2005.

*(e) Review of the GEF Operational Program 12: Integrated Ecosystem Management and GEF Management Response.*

19. Document GEF/ME/C.25/5, *Review of the GEF Operational Program 12: Integrated Ecosystem Management*, was commissioned by the GEF Office of Monitoring and Evaluation to the International Center for Tropical Agriculture (CIAT), based in Colombia. The study assessed the extent to which the GEF has been able to implement projects that adopt an integrated ecosystem management approach.

20. GEF/ME/C.25/6, *Management Response to the Review of the GEF Operational Program 12*, prepared by the GEF Secretariat and the Implementing Agencies, provides GEF management's response to the review conducted by the GEF Office of Monitoring and Evaluation entitled, *Review of the GEF Operational Program 12: Integrated Ecosystem Management* (GEF/C.25/5).

21. *The Council is invited to assess the Review of the GEF Operational Program 12 and take into account the GEF Management Response during the discussion. The GEF Office of M&E will report on follow-up to Council decisions in the Office's Annual Management Report, to be presented in November 2005.*

**AGENDA ITEM 6.**

**STATEMENTS BY THE EXECUTIVE SECRETARIES OF THE CONVENTIONS AND REPRESENTATIVE OF CSD**  
*(Elected Chairperson Chairs)*

22. The Executive Secretaries of the Conventions and the representative of CSD will be invited to make statements to the Council.

**AGENDA ITEM 7.**

**RELATIONS WITH CONVENTIONS AND OTHER INSTITUTIONS**  
*(Elected Chairperson Chairs)*

23. Document GEF/C.25/3, *Relations with Conventions and other Institutions*, reports on developments of interest to the GEF occurring since the GEF Council meeting in November 2004 within the context of the Convention on Biological Diversity (CBD), the UN Framework Convention on Climate Change (UNFCCC), the UN Convention to Combat Desertification in those countries experiencing serious drought and/or desertification, particularly in Africa (UNCCD), the Stockholm Convention on Persistent Organic Pollutants (the Stockholm Convention), and the

Montreal Protocol on Substances that Deplete the Ozone Layer (the Montreal Protocol).

24. The document also covers GEF collaboration with the UN Commission on Sustainable Development (CSD).

25. *The Council is invited to **review** the report and to **take note** of the work that has been undertaken within the framework of the global environmental conventions and UNCED. The Council is also invited to **review** and **approve** the proposed approach to the financing of biosafety capacity building activities.*

#### **AGENDA ITEM 8.**

#### **REPORT ON CLIMATE CHANGE FUNDS**

*(CEO Chairs)*

26. Document GEF/C.25/4/Rev.1, *Status Report on the Least Developed Countries Fund for Climate Change and the Special Climate Change Fund*, reports on the progress that has been made in financing the preparation of National Adaptation Programs of Action (NAPAs) and the formulation of policies and procedures for the support of projects under the SCCF.

27. *The Council is invited to **review** GEF/C.25/4/Rev.1, Status Report on the Least Developed Countries Fund for Climate Change and the Special Climate Change Fund, and to **take note** of the progress that has been made in financing the preparation of National Adaptation Programs of Action (NAPAs) by the LDC Parties to the UNFCCC. The Council is also invited to **take note** of the formulation of policies and procedures for the support of projects under the SCCF, and the successful outcome of the meeting of donors for resource mobilization.*

28. *The Council is also invited to **approve** an administrative budget to cover the expenses of the GEF Secretariat and the Trustee in administering the LDCF and the SCCF for FY06 and FY07.*

#### **AGENDA ITEM 9.**

#### **LAND DEGRADATION**

*(CEO Chairs)*

29. (a) Document GEF /C.24/6/Rev.1, *Scope and Coherence of the Land Degradation Activities in the GEF*, prepared by the GEF Secretariat, in collaboration with the Implementing Agencies, responds to the Council's request at its May 2004 meeting for an analysis of the scope, implementation focus and coherence of GEF land degradation activities.

30. *The Council is invited to **review** and **endorse** the policies and direction presented in the paper.*

*(Elected Chairperson Chairs)*

31. (b) Document GEF/C.24/7, *Proposed Memorandum of Understanding (MOU) between the United Nations Convention to Combat Desertification in those countries experiencing serious drought and/or desertification, particularly in Africa and the Global Environment Facility*, was jointly prepared by the Executive Secretary of the UNCCD and the CEO/Chairman of the Facility. The MOU outlines arrangements to facilitate collaboration between the GEF and the UNCCD.

32. *The Council, is requested to **review** the Proposed Memorandum of Understanding between the United Nations Convention to Combat Desertification and the Global Environment Facility, with a view to **approving** it for transmittal to the seventh session of the Conference of the Parties to the UNCCD for consideration and adoption by the COP.*

**AGENDA ITEM 10.**

**WORK PROGRAM**

*(CEO Chairs)*

33. Document GEF/C.25/6, *Work Program*, contains the proposed work program comprised of project proposals that are recommended by the CEO for Council approval. The document also includes one project that is being resubmitted for Council discussion upon the request of four Council Members. The Secretariat has prepared an introductory note to the proposed work program in which it reports on policy and programming issues associated with it.

34. *The Council is invited to **review** the proposed work program with a view to **approving** it for further development.*

**AGENDA ITEM 11.**

**CORPORATE BUDGET, FY06**

*(Executive Session - (Elected Chairperson Chairs)*

35. *The Council is invited to **review** and **approve** the proposed budget presented in document GEF/C.25/7.*

**AGENDA ITEM 12.**

**PROCESS FOR SELECTING THE CEO/CHAIRMAN OF THE FACILITY**

*(Elected Chairperson Chairs)*

36. At its meeting in May 2003, the Council requested the Secretariat to prepare a note exploring means to enhance the process for selecting the CEO.

37. At its meeting in November 2003, the Council reviewed *Initial Proposals for the Process of Selecting the CEO/Chairman of the Facility* (document GEF/C.22/14), and requested the Secretariat to prepare a revised proposal, on the basis of the discussions during the Council meeting, for its review and approval in May 2004. Consideration of this matter was deferred at the May and November 2004 Council meetings. The Council was invited to submit written comments to the GEF Secretariat on the paper and the Secretariat was requested to post all comments received on the GEF website. The paper was revised in light of the comments.

38. Document GEF/C.24/11/Rev.1, *Process for Selecting the CEO/Chairman of the Facility*, proposes steps to be followed in the CEO selection process.

39. *The Council is invited to **review** and **approve** the proposed process for selecting the CEO/Chairperson of the Facility.*

**AGENDA ITEM 13.**

**RESOURCE ALLOCATION FRAMEWORK**

*(CEO Chairs)*

40. Document GEF/C.25/8, *Resource Allocation Framework*, provides a status report on the development of a Resource Allocation Framework.

41. *The Council is **invited** to review the document with a view to successfully concluding discussions on the Resource Allocation Framework.*

**AGENDA ITEM 14.**

**REVIEW OF FEE SYSTEM**



*(CEO Chairs)*

42. In fiscal year 2000, the GEF introduced a fee-based system for cost recovery by the Implementing and Executing Agencies (acting under expanded opportunities) for the provision of project cycle management services on GEF-funded projects. Since the inception of the system, several steps have been taken to develop a more efficient and sustainable fee structure.

43. In May 2003, the Council reviewed a new proposal for the fee system. After discussion of the proposal, the Council agreed that the system existing at the time should continue to be applied and requested that the Secretariat, based on Council's guidelines and comments, present a new fee structure proposal for Council review.

44. Document GEF/C.23/8/Rev.1 presents a proposal for revising the fee system on all GEF projects.

45. *The Council is invited to **review** the proposal and **approve** it for application with respect to all GEF projects approved by the Council/CEO commencing in July 2005.*

**AGENDA ITEM 15.**

**STRENGTHENING FOCAL POINTS AND COUNCIL MEMBERS**

*(Elected Chairperson Chairs)*

46. In May 1999, in response to the findings of the Overall Performance Study of the GEF and the New Delhi Statement of the first GEF Assembly, the Council approved a program of support to Council Members and focal points. The program was designed to provide financing for services that would be delivered through the country office of an agreed Implementing Agency to help the GEF national focal points and Council Members in recipient countries carry out their responsibilities more effectively and raise awareness of the goals and opportunities offered by the GEF.

47. At the Council meeting in May 2003, the Council agreed to continue the focal point support program pending a review of the program by the Council and a decision as to a means to continue strengthening focal points as agreed at the second GEF Assembly. In addition, the Council authorized an independent evaluation of the program to provide information that would assist it in considering whether and how it should be extended in the future.

48. The evaluation of the program was completed in March 2004, and the evaluation report is before the Council meeting as

document GEF/C.23/Inf.12 (Evaluation Report of the GEF Council Member and Focal Point Support Program).

49. Document GEF/C.25/9, *Elements for Strengthening National Focal Points and Enhancing Constituency Coordination in GEF Recipient Countries*, outlines a proposal for an enhanced focal point and Council Member support program to increase awareness of the GEF and its policies and programs, create institutional memory of GEF policies and programs in the appropriate government ministries, and support the establishment of GEF coordination or resource units in appropriate government ministries.

50. *The Council is invited to **review, comment and approve** the proposal to strengthen support to focal points and Council Members.*

**AGENDA ITEM 16.**

**PROCEDURES FOR APPROVAL OF WORK PROGRAMS**  
(*CEO Chairs*)

51. Document GEF/C.25/10, *Clarification of Procedures for Council Review and Approval of the Work Program*, clarifies procedures for the review and approval of regular and intersessional work programs, with particular reference to the interaction among Council Members, the Secretariat and the Implementing/Executing Agencies during the four week period of review between the distribution of a proposed work program and Council discussion/decision.

52. *The Council is invited to **review and agree** upon the clarification for Council review of the work program.*

**AGENDA ITEM 17.**

**COST EFFECTIVENESS OF GEF PROJECTS**  
(*CEO Chairs*)

53. Document GEF/C.25/11, *Cost Effectiveness Analysis in GEF Projects*, describes the cost-effectiveness analysis of GEF projects, illustrating approaches in the biodiversity and climate change focal areas.

54. *The Council is invited to **review and take note** of the approach to cost effectiveness.*

**AGENDA ITEM 18.**

**REVIEW OF ACTION PLAN**  
(*Elected Chairperson Chairs*)

55. Document GEF/C.25/13, *Review of Action Plan to Respond to Recommendations for Improving GEF's Performance*, prepared by the Secretariat in consultation with the Implementing Agencies highlights activities and actions undertaken by the Secretariat and the IAs in response to the recommendations of OPS 2 and the GEF Assembly.

56. *The Council is invited to review and comment on the Action Plan.*

**AGENDA ITEM 19.**

**CONFIRMATION OF CONSTITUENCIES**  
(CEO Chairs)

57. Document GEF/C.25/13, *Confirmation of Participants Joining Constituency Groupings*.

58. Pursuant to Annex E, paragraph 8, of the *Instrument for the Establishment of the Restructured GEF*, the Council is **invited to confirm** the constituency grouping described in document GEF/C.25/13 which includes a new Participant. The inclusion of the additional country Participant in the constituency has been agreed to by the Participants in the respective constituency grouping.

**AGENDA ITEM 20**

**OTHER BUSINESS**  
(Jointly Chaired)

59. Members and the Chairpersons may raise any other business under this agenda item. In particular, the Council's attention is drawn to the information papers before it.

**AGENDA ITEM 21.**

**JOINT SUMMARY OF THE CHAIRS**  
(Jointly Chaired)

60. The elected Chairperson 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.

## ANNEX A: PROVISIONAL TIMETABLE

*Friday, June 3, 2005*

*Morning Session*

09:30 – 10:00	Agenda Item 1	Opening of the Meeting (CEO Chairs)
	Agenda Item 2	Election of Chairperson (CEO Chairs)
	Agenda Item 3	Adoption of agenda (Elected Chairperson Chairs)
10:00 – 10:30	Agenda Item 4	Statement by the Chair of STAP (Elected Chairperson Chairs)
10:30 – 1:00	Agenda Item 5	Monitoring and Evaluation (Elected Chairperson Chairs)

*Afternoon Session*

2:30 – 6:00	Agenda Item 5	Continuation of Monitoring and Evaluation (Elected Chairperson Chairs)
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*Monday, June 6, 2005*

*Morning Session*

9:00 – 9:30	Agenda Item 6	Statements by the Executive Secretaries of the Conventions (Elected Chairperson Chairs)
9:30 – 10:30	Agenda Item 7	Relations with Conventions and other Institutions (Elected Chairperson Chairs)
10:30 – 11:00	Agenda Item 8	Report on Climate Change Funds (CEO Chairs)
11:30 – 12:15	Agenda Item 9	Land Degradation (a) Scope and Coherence of the Land Degradation Activities in the GEF (CEO Chairs)
12:15 – 1:00		(b) Proposed Memorandum of Understanding between the United Nations Convention to Combat Desertification in those countries experiencing serious drought and/or desertification, particularly in Africa and the Global Environment Facility. (Elected Chairperson Chairs)

*Afternoon session*

2:30 – 4:00	Agenda Item 10	Work Program (CEO Chairs)
4:00 – 5:00	Agenda Item 11	Corporate Budget, FY06 – <i>Executive Session</i> (Elected Chairperson Chairs)
5:00 – 6:00	Agenda Item 12	Process for selecting CEO/Chairman of the Facility (Elected Chairperson Chairs)

*Tuesday, June 7, 2005*

*Morning Session*

9:00 – 1:00	Agenda Item 13	Resource Allocation Framework (CEO Chairs)
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*Afternoon session*

2:30 – 3:30	Agenda Item 14	Review of the Fee System (CEO Chairs)
3:30 – 4:30	Agenda Item 15	Strengthening focal points and Council Members (Elected Chairperson Chairs)
4:30 – 5:15	Agenda Item 16	Procedures for approval of work programs (CEO Chairs)
5:15 – 6:00	Agenda Item 17	Cost effectiveness of GEF projects (CEO Chairs)

*Wednesday, June 8, 2005*

*Morning Session*

9:00 – 9:30	Agenda Item 18	Review of Action Plan (Elected Chairperson Chairs)
9:30 – 9:45	Agenda Item 19	Confirmation of Constituencies (CEO Chairs)
9:45 – 12:30		Resource Allocation Framework (continued) (CEO Chairs)
12:30 – 1:00	Agenda Item 20	Other Business (Jointly Chaired)

*Afternoon session*

4:00 – 5:00	Agenda Item 21	Joint Summary of the Chairs (Jointly Chaired)
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