

**PROCEDURES TO BE FOLLOWED
PENDING THE ADOPTION OF THE
RULES OF PROCEDURE FOR THE GEF COUNCIL**

Note by the Secretariat

INTRODUCTION

Paragraph 25(a) of the Instrument for the Establishment of the Restructured GEF provides that the Council will adopt its own rules of procedure. It is likely that consideration and adoption of the Council's rules will not be completed before the second meeting of the Council. Consequently, there is a need to clarify the procedures that will be followed for organizing Council meetings prior to adoption of the rules by the Council.

This note sets forth such procedures. The procedures are based on the practice followed in the pilot phase and the rules proposed in the Instrument for the Establishment of the Restructured GEF. They are intended to provide a practical approach to organizing the Council meetings.

PROCEDURES

Invitations

The Secretariat will invite Members and Alternates named by the constituencies to attend the Council meetings. A Member may be accompanied by one advisor.

The Secretariat will inform all Participants in the restructured GEF (as defined in paragraph 7 of the Instrument) of the Council Meetings. Participants may designate a representative(s) to observe the Council meeting.

The Implementing Agencies will be invited to send representatives to attend the meeting.

The United Nations Framework Convention on Climate Change and the Convention on Biological Diversity will be invited to send representatives to attend the meeting.

The Regional Development Banks will be invited to designate one representative to observe the meeting. The specialized agencies of the United Nations, the International Atomic Energy Agency, and concerned United Nations bodies shall be invited to designate one representative to observe the meeting.

Non-governmental organizations will not be invited to observe the meeting. Guidance will be sought from Members at the first Council meeting on the role and participation of NGOs in GEF-

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related activities, including the organization of NGO consultations in conjunction with future meetings of the Council.

Chair of Meetings

The meetings will be chaired by the elected Chairperson and the Chief Executive Officer (CEO) in accordance with paragraph 18 of the Instrument.

Quorum

As provided in paragraph 17 of the Instrument, two-thirds of the Members of the Council will constitute a quorum.

Secretariat

As provided in paragraph 33 of the Instrument, the secretariat of the GEF pilot program will organize the first meeting of the Council. The Chairman of the pilot program will designate a staff member of the secretariat to act as Secretary of the Council meeting. Subsequent Council meetings will be organized by the Secretariat of the restructured GEF.

Languages

Simultaneous interpretation will be provided in English, French and Spanish.

Decision Making

All decisions of the Council will be made by consensus until such time as the Council's rules are adopted. If a consensus on a matter cannot be reached, debate on the matter will be continued at the next Council meeting.

Record of the Meeting

The Elected Chairperson and the CEO will prepare a joint Chair's summary which will be distributed to Members prior to the conclusion of the meeting.