



Global Environment Facility

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GEF Council
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INFORMATION NOTE ON THE FINANCING OF SECOND NATIONAL COMMUNICATIONS TO THE UN FRAMEWORK CONVENTION ON CLIMATE CHANGE

1. At its meeting in December 1999, the GEF Council requested the Secretariat to circulate to the Council for comment a proposal, prepared in collaboration with the Implementing Agencies and in consultation with the Secretariat of the United Nations Framework Convention on Climate Change (UNFCCC), as to how the GEF will respond to the guidance of the Conference of the Parties to the UNFCCC concerning second national communications of non-Annex I Parties. This note presents the GEF proposal for financing second national communications of non-Annex I Parties.

Decision of the Parties on second national communications

2. Decision 8/CP.5 of the fifth session of the Conference of the Parties provided:

“1. (c) That a process of reviewing the guidelines for the preparation of national communications shall be initiated with the aim of improving them by the seventh session of the Conference of the Parties, taking into account information on the use of the guidelines contained in the compilation and synthesis report comprising a representative and meaningful number of national communications from non-Annex I Parties;¹

(d) That all Parties that have submitted their initial national communications before the adoption of revised guidelines for national communications, and wish to start the preparation of their second national communications before the seventh session of the Conference of the Parties, may do so using the initial guidelines; that the Global Environment Facility (GEF) shall provide funding for the preparation of the second national communications of such Parties, following the guidance to the GEF set out in decisions 11/CP.2 and 2/CP.4; and that Parties which start to prepare their second national communications after adoption of the revised guidelines shall use the revised guidelines;”²

3. This decision makes clear that a Party that has submitted its initial national communication may decide :

- (a) to begin activities for the preparation of its second national communication using the existing guidelines for the preparation of initial national communications contained in the annex to decision 10/CP.2; or

¹ As the funding for first national communications nears completion, the Monitoring and Evaluation unit of the GEF has launched an independent review of the effectiveness of the enabling activities process, in particular the expedited procedures. This review is being conducted jointly with the Implementing Agencies, through individual country visits and studies, taking into account the views of the Parties to the UNFCCC and its Secretariat. It will be made available to the GEF Council at its meeting in November 2000 and to the Conference of the Parties at the sixth session. Should the findings of the review warrant changes in procedure, these will be brought to Council's attention. In addition, through decision 8/CP.5, the Conference of the Parties has established a consultative process with the objective of improving national communications. The outputs of this exercise will no doubt provide valuable feedback for GEF processes in support of second national communications.

² The full text of this decision is at Annex A.

- (b) to wait until revised guidelines for the preparation of national communications have been approved by the time of the seventh session of the Conference of the Parties.

4. Decision 8/ CP.5 requests the GEF to provide funding for the preparation of second national communications of Parties wishing to exercise the first alternative above, following the guidance to the GEF set out in decisions 11/CP.2 and 2/CP.4.³

Response of the GEF

5. The GEF will fully implement the decision of the Conference of the Parties by making available financial resources to any eligible Party seeking assistance to prepare its second national communication prior to the revision of the guidelines.⁴ In so doing, the GEF will endeavor to respond as expeditiously and flexibly as possible, consistent with the guidance of the Conference of the Parties.

6. Following the practices that evolved for the preparation of initial national communications, a Party which determines that it would like to proceed with the preparation of its second national communication will be able to access GEF financing through two pathways:

- (a) expedited procedures for financing requests that do not exceed \$350,000; and
- (b) the regular GEF project cycle for financing requests that exceed \$350,000.

Under both pathways, the GEF will make every effort to streamline and expedite the processing of requests for financial assistance.

7. In the preparation of proposals for GEF assistance, Parties will be encouraged to :

- (a) apply the guidelines for the preparation of initial national communications by non-Annex I Parties contained in the annex to decision 10/CP.2, and the guidance provided in decision 11/CP.2, together with decision 2/CP.4. Decision 2/CP.4 provides, *inter alia*,

”that the GEF should provide funding to developing country parties to implement adaptation response measures under Article 4.1 of the Convention for adaptation activities envisaged in decision 11/CP.1, paragraph 1(d)(ii) (Stage II activities) in particularly vulnerable countries and regions identified in Stage I activities, and especially in countries vulnerable to climate-related natural disasters, taking into account their preparatory adaptation

³ The full text of decisions 11/CP.2 and 2/CP.4 is annexed to this report as Annex B and C respectively.

⁴ The first request for financing of a Party’s second national communication will be reviewed in the work program proposed for Council approval at its meeting in May 2000.

planning frameworks in priority sectors, the completion of Stage I activities, and in the context of their national communications.”

A Party choosing to prepare its second national communication may thus request financing for activities sufficient to complete Stage II adaptation work. The relevant decision of the Conference of the Parties defining Stage I, II and III adaptation is attached (Annex D);⁵

- (b) consider the other provisions of decision 2/CP.4 in preparing its request for financial assistance and to decide to what extent it wishes to address the priorities for capacity building identified therein in the context of its second national communications or through other project activities, including regional or global project activities. These activities include capacity building to assist in:
 - (i) identification and submission of prioritized technology needs,
 - (ii) participation in systematic observation networks,
 - (iii) improvement of emission factors,
 - (iv) assessment of technology needs and modalities to acquire and absorb them,
 - (v) design, evaluation and hosting of projects; and
- (c) in consultation with the Implementing Agency concerned, take full stock of its relevant GEF-financed and other activities, including “experiences, including gaps and problems identified in previous national communications” (decision 2/CP.4, paragraph 1(d)). This stocktaking will be very valuable for the country to build on existing activities and experience, and to identify new or enhanced activities requiring special attention in the preparation of its second communication;

9. For a Party seeking financing through the pathway of expedited procedures, the *processing and review* of proposals would remain the same as before (Annex E).

Parties not undertaking the preparation of second national communications before guidelines are revised by the Conference of the Parties

10. In July, 1999, the GEF Council made additional funds to the extent of \$100,000 available through the expedited procedure pathway for countries to address priority capacity building

⁵ The extent and nature of work to be done under Stage I and II adaptation is not defined very clearly and will vary among countries. The GEF will attempt to obtain a better understanding of such activities through the implementation of global/ regional projects on adaptation, where appropriate.

needs identified in decision 2/CP.4. In November, 1999, operational guidelines were adopted by the GEF to assist countries to access the additional funds.

11. A Party may choose to access these funds if it would like to undertake capacity building activities identified in decision 2/ CP.4 while waiting for revised guidelines for the preparation of second national communications.

12. With these funds, a Party should be enabled to maintain and enhance relevant national capacity to prepare its initial second national communication.

ANNEX A

Decision 8/CP.5

Other matters related to communications from Parties not included in Annex I to the Convention

The Conference of the Parties,

Recalling the relevant provisions of the United Nations Framework Convention on Climate Change, in particular its Articles 4.1, 4.3, 4.7, 10.2(a), 12.1 and 12.5,

Recalling also its decisions on communications from Parties not included in Annex I to the Convention (non-Annex I Parties), in particular decisions 10/CP.2, 11/CP.2, 2/CP.4 and 12/CP.4,

Reaffirming that the Global Environment Facility should provide funding for developing country Parties which are particularly vulnerable to the effects of climate change, for activities related to the assessment of vulnerability and adaptation options, in accordance with decisions 10/CP.2 and 2/CP.4,

Having considered the views of Parties on the provision of financial and technical support, on matters related to the consideration of communications from non-Annex I Parties and the timing of second national communications,⁽⁷⁾

Drawing attention to paragraph 1 (d) of decision 11/CP.2 on guidance to the Global Environment Facility, in which it is stated that the preparation of national communications is a continuing process,

Noting the concern expressed by non-Annex I Parties that lack of support for activities subsequent to the submission of national communications has seriously disrupted the implementation of the Convention at the national level,

Encouraging non-Annex I Parties to complete and submit their initial national communications, keeping in mind the timetable set in Article 12.5,

Reiterating the importance of sharing national experience in the preparation of national communications by non-Annex I Parties,

Noting further the importance of providing a forum for non-Annex I Parties to share national experience in the preparation of their national communications,

Reiterating the primary importance of providing financial and technical support for the preparation of such national communications,

1. *Decides*:

(a) That the consideration of national communications from Parties not included in Annex I to the Convention (non-Annex I Parties) shall be carried out in accordance with the relevant provisions of decision 12/CP.4;

(b) That the guidelines for the preparation of initial national communications by non-Annex I Parties contained in the annex to decision 10/CP.2, together with the guidance provided to the operating entity of the financial mechanism given in decision 11/CP.2, shall continue to be valid for all initial national communications;

(c) That a process of reviewing the guidelines for the preparation of national communications shall be initiated with the aim of improving them by the seventh session of the Conference of the Parties, taking into account information on the use of the guidelines contained in the compilation and synthesis report comprising a representative and meaningful number of national communications from non-Annex I Parties;

(d) That all Parties that have submitted their initial national communications before the adoption of revised guidelines for national communications, and wish to start the preparation of their second national communications before the seventh session of the Conference of the Parties, may do so using the initial guidelines; that the Global Environment Facility (GEF) shall provide funding for the preparation of the second national communications of such Parties, following the guidance to the GEF set out in decisions 11/CP.2 and 2/CP.4; and that Parties which start to prepare their second national communications after adoption of the revised guidelines shall use the revised guidelines;

2. *Decides further* that the frequency of submission of national communications by non-Annex I Parties shall be determined at its seventh session; for this purpose, adequate information from the operating entity of the financial mechanism on the effective availability of financial resources to non-Annex I Parties and the timing of disbursement of these resources to developing countries

for the preparation of initial national communications will be necessary to determine the timetable for non-Annex I Party submissions, in accordance with Article 4.3 of the Convention;

3. *Decides also* to establish a consultative group of experts on national communications from Parties not included in Annex I to the Convention with the objective of improving national communications from non-Annex I Parties, in accordance with the annex to this decision;

4. *Decides* to reconsider the terms of reference of the consultative group of experts at its seventh session;

5. *Requests* the Convention secretariat to facilitate the work of the consultative group of experts in accordance with Article 8.2(c) of the Convention and decision 10/CP.2, paragraph 1 (a), by:

(a) Coordinating meetings of the consultative group of experts and compiling reports on its regional workshops and meetings for consideration by the subsidiary bodies;

(b) Making information on those experts, by expertise and region, available on the roster of experts on the UNFCCC web site, indicating their role as experts on non-Annex I Party communications;

(c) Exploring ways to enhance communication among those experts, including through the development of an electronic bulletin board where appropriate;

6. *Invites* the GEF to include in the report on its activities to the Conference of the Parties at its sixth session specific references to the implementation of decisions 2/CP.4 and 10/CP.2.

Annex

**TERMS OF REFERENCE OF THE CONSULTATIVE GROUP OF EXPERTS
ON NATIONAL COMMUNICATIONS FROM PARTIES NOT INCLUDED
IN ANNEX I TO THE CONVENTION**

1. The consultative group of experts on national communications from Parties not included in Annex I to the Convention (non-Annex I Parties) shall have the objective of improving the process of preparation of national communications by non-Annex I Parties.
2. The consultative group shall be composed of experts drawn from the roster of experts with expertise in greenhouse gas inventories, vulnerability assessment and adaptation, abatement issues and preparation of national communications.
3. The experts shall be appointed as follows: five experts from Africa, five experts from Asia, five experts from Latin America and the Caribbean and six experts from Annex I Parties. The experts representing each developing region shall be appointed by the Parties from that region in order to ensure geographical balance. The experts from Annex I Parties shall be appointed by the Parties included in Annex I to the Convention. In addition, up to three experts from organizations with relevant experience shall be selected by the secretariat to participate in the group. The Chairmen of the subsidiary bodies shall be notified of these appointments.
4. The consultative group shall meet twice in the year 2000, each time immediately prior to meetings of the subsidiary bodies.
5. The consultative group of experts shall be mandated to:
 - (a) Exchange experience and information on the preparation of national communications, including consideration of subregional experience, through the meetings referred to in paragraph 4 above and paragraph 7 below, on the basis of agendas to be decided by consultation among the participants at each level of meetings;
 - (b) Consider, as appropriate, the needs for and availability of financial resources and technical support, and the identification of barriers to and gaps in this support;

(c) Consider, as appropriate, information in national communications from non-Annex I Parties in accordance with the guidelines for the preparation of initial national communications by Parties not included in Annex I to the Convention contained in the annex to decision 10/CP.2;

(d) Review existing activities and programmes to facilitate and support the preparation of national communications by non-Annex I Parties with a view to identifying gaps and making recommendations to better coordinate these activities and programmes in order to enhance the preparation of national communications;

(e) Identify the difficulties encountered by non-Annex I Parties in the use of the guidelines contained in the annex to decision 10/CP.2 and in the use of the Intergovernmental Panel on Climate Change (IPCC) methodologies and other models, and make recommendations for improvement where appropriate;

(f) Identify the analytical and methodological issues, including technical problems in the preparation and reporting of greenhouse gas inventories, in particular with respect to the improvement of data collection, the development of local and regional emission factors and activity data, and the development of methodologies, where appropriate, with a view to enhancing the quality of future inventories;

(g) Examine national communications, in particular greenhouse gas inventories, submitted by non-Annex I Parties, with a view to arriving at recommendations on ways of overcoming difficulties in the use of the IPCC methodologies and the UNFCCC guidelines relating to inventories contained in the annex to decision 10/CP.2, and on possible innovations, and produce reports thereon;

(h) Encourage interaction among experts from all Parties.

6. Recommendations of the consultative group on these matters shall be forwarded to the subsidiary bodies for their consideration.

7. Each year there will be one workshop in each of the regions referred to in paragraph 3 above to consider both regional and subregional experience. The five non-Annex I Party experts from their respective regions will conduct these workshops. The agendas for the workshops will be developed by the participating experts, in consultation with the UNFCCC secretariat, and will ensure adequate coverage of the issues identified in paragraph 5 above. Experts/resource persons at these workshops will be drawn from the roster of experts, and limited to an additional 15 experts from the region, and five Annex I Party experts.

8. The secretariat shall coordinate these workshops and facilitate the preparation of a report by the experts on each workshop, which will be made available to the Parties.

ANNEX B

Decision 11/CP.2 Guidance to the Global Environment Facility

The Conference of the Parties,

Recalling Article 11.1 and 11.3 of the United Nations Framework Convention on Climate Change,

Recalling also Articles 12.5, 4.3, 4.7 and 4.8 thereof,

Bearing in mind its decision 11/CP.1 on initial guidance on policies, programme priorities and eligibility criteria to the operating entity or entities of the financial mechanism and its conclusions reached at its second session,

Noting the report of the Global Environment Facility to the Conference of the Parties at its second session (FCCC/CP/1996/8),

Expressing concern over the difficulties encountered by developing country Parties in receiving the necessary financial assistance from the Global Environment Facility owing to, *inter alia*, the application of the Global Environment Facility operational policies on eligibility criteria, disbursement, project cycle and approval, the application of its concept of incremental costs, and guidelines which impose considerable administrative and financial costs on developing country Parties,

Also expressing concern over the difficulties encountered by these Parties in seeking funds from the Global Environment Facility, as the interim operating entity of the financial mechanism of the Convention, for the preparation of their initial national communications,

Welcoming the information by the Global Environment Facility on its efforts to ensure that funding activities are in conformity with guidance provided by the Conference of the Parties and, in particular, its expedited procedures to support enabling activities in the climate change focal area,

1. *Decides* to adopt the following guidance to the Global Environment Facility, as the interim operating entity of the financial mechanism of the Convention. In this regard, the Global Environment Facility should:

(a) In the initial period, implement strategies on enabling activities in accordance with decision 11/CP.1 which facilitate endogenous capacity-building, including data collection and archiving, consistent with the policy guidance, programme priorities and eligibility criteria provided to it by the Conference of the Parties;

(b) In providing the financial resources needed by developing country Parties to meet the agreed full incremental costs of implementing measures covered by Article 4.1 of the Convention in accordance with Article 4.3, take steps to facilitate this provision of financial resources, including the enhancement of transparency and the flexible and pragmatic application of its concept of incremental costs on a case-by-case basis;

(c) Together with its implementing agencies, expedite the approval and the disbursement of financial resources to meet the agreed full costs incurred by the developing country Parties in complying with their obligations under Article 12.1 of the Convention, in accordance with Article 4.3, and in particular for the initial and subsequent preparation of national communications of non-Annex I Parties. In this regard, the guidelines and format adopted by the Conference of the Parties at its second session on the preparation of initial national communications by non-Annex I Parties contained in decision 10/CP.2 shall form the basis for the funding of communications from non-Annex I Parties under Article 12.1 of the Convention;

(d) Consider country-specific needs and other approaches which may be used for several countries with similar needs, upon request, and take into account that the preparation of national communications is a continuing process;

(e) When funding the agreed full costs for the preparation of national communications from non-Annex I Parties, finance the agreed full incremental costs of projects related to other commitments contained in the Convention only upon request of the Party concerned;

2. *Invites* developing country Parties that are interested in receiving assistance for enabling activities, in particular for the preparation of national communications in accordance with Article 12 of the Convention, to avail themselves of the financial resources being made available from the financial mechanism for such purposes;

3. *Requests* the Global Environment Facility, as the interim operating entity of the financial mechanism, to report to the Conference of the Parties at its third session on the implementation of this guidance, including on experience gained in the application of the concept of agreed full incremental costs;

4. *Requests* the Subsidiary Body for Implementation at its fifth session to undertake the review process referred to in decision 9/CP.1 and to report on the outcome to the Conference of the Parties at its third session.

*8th plenary meeting
19 July 1996*

ANNEX C

Decision 2/CP.4

Additional guidance to the operating entity of the financial mechanism

The Conference of the Parties,

Recalling its decisions 11/CP.1, 10/CP.2, 11/CP.2 and 12/CP.2,

Recalling further that the Global Environment Facility (GEF), as stated in its operational principles for the development and implementation of its work programme,⁶ will maintain sufficient flexibility to respond to changing circumstances, including evolving guidance of the Conference of the Parties and experience gained from monitoring and evaluation activities,

Welcoming the New Delhi Statement of the First GEF Assembly and the Report on the Second Replenishment of the GEF Trust Fund, completed in March 1998,

Noting the continued concerns and difficulties encountered by developing country Parties with the availability and disbursement of financial resources, including for the transfer of technology, the problems arising from the GEF project cycle, the application of the concept of incremental costs, and the availability of resources through the GEF implementing/executing agencies,

Noting also the current and ongoing efforts of the GEF to address these concerns, *inter alia*, by streamlining its project cycle, increasing support for country-level coordination, strengthening its monitoring and evaluation programme, ensuring that its activities are country-driven and consistent with national priorities and objectives, further developing its resource allocation strategy to maximize the effectiveness of its climate change activities and making the process of determining incremental costs more transparent and pragmatic,

Noting further the need to examine and address climate change impacts and minimize the adverse impacts, in particular for the Parties identified in Article 4.8 of the United Nations Framework Convention on Climate Change,

1. Decides that, in accordance with Articles 4.3, 4.5 and 11.1 of the Convention, the GEF should provide funding to developing country Parties to:

(a) Implement adaptation response measures under Article 4.1 of the Convention for adaptation activities envisaged in decision 11/CP.1, paragraph 1(d)(ii) (Stage II activities) in particularly vulnerable countries and regions identified in Stage I activities, and especially in countries vulnerable to climate-related natural disasters, taking into account their preparatory adaptation planning frameworks in priority sectors, the completion of Stage I activities, and in the context of their national communications;

⁶

(b) Enable them, in light of their social and economic conditions and taking into account state-of-the-art environmentally sound technologies, to identify and submit to the Conference of the Parties their prioritized technology needs, especially as concerns key technologies needed in particular sectors of their national economies conducive to addressing climate change and minimizing its adverse effects;

(c) Build capacity for participation in systematic observational networks to reduce scientific uncertainties relating to the causes, effects, magnitude and timing of climate change, in accordance with Article 5 of the Convention;

(d) Meet the agreed full costs of preparing initial and subsequent national communications, in accordance with Articles 4.3 and 12.5 of the Convention and decision 11/CP.2, paragraph 1(d), by maintaining and enhancing relevant national capacity, so as to prepare the initial and second national communications which will take into account experiences, including gaps and problems identified in previous national communications, and guidelines established by the Conference of the Parties. Guidance on subsequent national communications will be provided by the Conference of the Parties;

(e) Assist them with studies leading to the preparation of national programmes to address climate change, compatible with national plans for sustainable development, in accordance with Article 4.1(b) of the Convention and paragraph 13 of the annex to decision 10/CP.2;

(f) Assist in developing, strengthening and/or improving national activities for public awareness and education on climate change and response measures, in full accordance with Article 6 of the Convention and decision 11/CP.1, paragraph 1(b)(iii), and taking into account, where appropriate, relevant GEF operational programmes;

(g) Support capacity-building for:

(i) The assessment of technology needs to fulfil the commitments of developing countries under the Convention, the identification of sources and suppliers of these technologies, and the determination of modalities for the acquisition and absorption thereof;

(ii) Country-driven activities and projects to enable Parties not included in Annex I to the Convention (non-Annex I Parties) to design, evaluate and manage these projects;

(iii) Strengthening the capacity of non-Annex I Parties to host projects, including from project formulation and development to their implementation;

(iv) Facilitating national/regional access to the information provided by international centres and networks, and for working with those centres for the dissemination of information, information services, and transfer of environmentally sound technologies and know-how in support of the Convention;

2. *Requests* the GEF to continue to provide, and developing country Parties to avail themselves of, funding to translate, reproduce, disseminate and make available their initial national communications electronically;

3. *Encourages* the GEF to:

(a) Further streamline its project cycle with a view to making project preparation simpler, less prescriptive, more transparent and country-driven;

(b) Further simplify and expedite its procedures for the approval and implementation of GEF-funded projects, including disbursements for such projects;

(c) Make the process for the determination of incremental costs more transparent, and its application more pragmatic;

4. *Requests* the GEF to ensure that its implementing/executing agencies are made aware of Convention provisions and decisions adopted by the Conference of the Parties in the performance of their GEF obligations and are encouraged, as a first priority, whenever possible, to use national experts/consultants in all aspects of project development and implementation;

5. *Further requests* the GEF to include in its report to the Conference of the Parties the specific steps it has undertaken to implement the provisions of this decision.

*8th plenary meeting
14 November 1998*

ANNEX D

Extract from decision 11/ CP.1 of the first session of the Conference of the Parties to the UNFCCC

“The Conference of the Parties,

...

1. Decides to adopt the following initial guidance on policies, programme priorities and eligibility criteria to the operating entity or entities of the financial mechanism:

...

(d) Regarding adaptation, the following policies, programme priorities and eligibility criteria should apply:

(i) Adoption to the adverse effects of climate change, as defined by the Convention, will require short, medium and long term strategies which should be cost effective, take into account important socio-economic implications, and should be implemented on a stage-by-stage basis in developing countries that are Parties to the Convention. In the short-term, the following stage is envisaged:

Stage I: Planning, which includes studies of possible impacts of climate change, to identify particularly vulnerable countries or regions and policy options for adaptation and appropriate capacity-building;

(ii) In the medium and long-term, the following stages are envisaged for the particularly vulnerable countries or regions identified in Stage I:

Stage II: measures, including further capacity-building, which may be taken to prepare for adaptation, as envisaged by Article 4.1 (e);

Stage III: measures to facilitate adequate adaptation, including insurance, and other adaptation measures as envisaged by Article 4.1 (b) and 4.4;

....”

ANNEX E

Review and approval procedures for expedited enabling activities

1. Prior to their submission to the CEO for approval, project proposals for enabling activities will be sent for review by the thematic specialists from the Implementing Agencies and the GEF Secretariat, representatives from the secretariat of the relevant convention and STAP.
2. A scientific and technical review by an expert from the STAP roster will not be required for enabling activities proposals considered under expedited procedures.
3. Proposals to be considered will be circulated to all listed in paragraph 1 above by the Implementing Agency proposing an enabling activity. Reviewers will have 7 working days to comment and/or raise any objection he/she may have with the Secretariat. The Secretariat will consider any objections raised with the Implementing Agency concerned. On the basis of the comments received and any consultations with the Implementing Agency, the project proposal will be submitted to the CEO for approval. The CEO would consider the recommended proposals within 48 hours and inform the Implementing Agency if he approves the project proposal. Up to 15% of the total budget would be immediately available for preparatory assistance at the country level.
4. Enabling activities that are consistent with the operational guidelines and are a component of a larger project will be reviewed as if they were freestanding enabling activities proposals, and an appropriate recommendation will be made by the members of the task force on the project component concerned.
5. If the project proposal deviates significantly from the agreed operational guidelines, the project proposal will be reviewed and approved in accordance with standard procedures of the GEF project cycle, including the requirement that the proposal be reviewed by an expert from the STAP roster.
6. Once the CEO has approved the enabling activity project proposal, the Implementing Agency will immediately inform the recipient country and immediately start working with that country to finalize the project document and supporting terms of reference with a view to ensuring early implementation of the enabling activity. This will include the immediate release of up to 15% of the budget for preparatory assistance.
7. Once the final project document is approved by the Implementing Agency and the recipient country, accountability for project implementation rests with the executing agency in

the country. The Implementing Agencies will be available throughout project preparation and implementation to provide promptly any assistance requested by the recipient country. A copy of the final project document will be submitted to the Secretariat for its information and for purposes of reporting to the Council

8. The Council will be informed, at each of its regular meetings, of the enabling activity projects approved in accordance with these procedures in the period since its previous meeting.