

Working arrangements for the Transitional Committee for the design of the Green Climate Fund

Note by the UNFCCC secretariat

I. Mandate of the Transitional Committee

1. As provided for in the Cancun Agreements (decision 1/CP.16, paragraph 109, and appendix III), the Transitional Committee (TC) shall design the Green Climate Fund and shall develop and recommend to the Conference of the Parties (COP), for its approval at its seventeenth session, operational documents that address the issues outlined in appendix III of that decision. This document has been prepared by the secretariat in order to facilitate decisions by the TC on the mode of operation of, and the arrangements for organizing, its work during and between meetings.

2. The Transitional Committee is the body entrusted by the COP with the design of the Green Climate Fund. The proposals for the working arrangements for the TC contained in this document build on the draft rules of procedure of the COP and its subsidiary bodies.¹ This document suggests specific working arrangements that take account of the special nature of the work of the Transitional Committee. In order that the TC can conduct its work in a practical fashion in accordance with the mandate in decision 1/CP.16, it is proposed that the TC use the draft rules of procedure of the COP and its subsidiary bodies as a basis and modifies these as necessary based on the proposals outlined below.

II. Decision-making

3. The TC shall adopt its conclusions by consensus.

III. Meetings

4. The TC will be supported by a secretary (see document TC-1/4). The secretary to the TC, in consultation with the Chair/Co-Chairs, shall prepare the draft provisional agenda for each meeting.

5. The secretary to the TC shall notify all TC members of the date and venue of a meeting by circulating a provisional agenda and documents for the meeting at least two weeks before it meets.

6. A simple majority of the TC members shall constitute a quorum.

IV. Approaches to the implementation of the workplan

7. The TC may wish to follow the general approach of being guided by the principles of effectiveness, inclusiveness and transparency when implementing its workplan and when defining the roles and responsibilities of its Chair/Co-chairs, its members, its secretary and the Technical Support Unit (TSU). Based on such an approach, the TC may define in its workplan in more specificity these roles and responsibilities in conducting the work.

8. The TC may wish to organize its work through different work streams led by either the Chair/Co-Chairs or by individual members. While implementing the work streams, the close

¹ FCCC/CP/1996/2

involvement of TC members shall be ensured. The TSU will support the work streams by preparing background papers and organizing workshops and other consultations under the guidance of the work stream leaders.

9. Interactions among TC members between meetings will be through workshops and regular teleconferences and videoconferences as well as other means of communication. Workshops will also be used, as appropriate, to involve other stakeholders and to engage observers in advancing the work streams. Prior to each TC meeting the TSU, under the guidance of those assigned to lead the work streams, will prepare reports on each of the work streams on the progress made and will propose, as appropriate, draft conclusions and recommendations for consideration by the TC.

V. Technical Support Unit

10. Decision 1/CP.16 invited the secretariat to make arrangements to enable relevant United Nations agencies, international financial institutions and multilateral development banks, along with the Global Environment Facility and the secretariat itself, to second staff to support the work of the TC in the design of the Green Climate Fund. The Executive Secretary has, as outlined in information document TC-1/4, established the TSU to support the work of the TC. The TSU consists of the secretary to the TC and a substantive team drawn from the secretariat and other organizations.

11. In discussing its workplan, the TC may wish to define specific tasks to be carried out by the the TSU in the preparation of its second and subsequent meetings.

VI. Participation of observers

12. Meetings of the TC shall be open to observers. The TC may, however, at any time decide that a meeting or part thereof be closed to observers. Open parts of TC meetings shall be webcast through the UNFCCC website.

13. Upon request, the Chair/Co-chairs may give the floor to observers in order to make statements.

14. All accredited observers with the UNFCCC may be admitted to attend TC meetings in order to observe and, as appropriate, participate in the proceedings. The TC may decide on additional procedures to enable participation by observers other than those accredited with the UNFCCC.

VII. Procedures for public communication and outreach

15. The TC may consider designating one or more members to communicate with external entities and provide information of its work, as well as to ensure that adequate support to conduct such outreach activities is in place.

VIII. Working language

16. The working language of the TC shall be English.