

# Fund for responding to Loss and Damage

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FRLD/B.4/2

1 December 2024

## **Fourth meeting of the Board**

2–5 December 2024

Manila, Philippines

Provisional agenda item 4

## **Report of the interim secretariat**

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### *Expected actions by the Board*

The Board will be invited to take note of the report of the interim secretariat, including the execution of the administrative budget, and to provide guidance as necessary.

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## I. Background

1. The Conference of the Parties (COP) at its twenty-eighth session and the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) at its fifth session decided to establish an interim secretariat for the Fund referred to in paragraphs 2–3 of decisions 2/CP.27 and 2/CMA.4 to provide support, including administrative support, to the Board of the Fund during the transitional period until the establishment of the independent secretariat. In this regard, the COP and the CMA requested the secretariats of the United Nations Framework Convention on Climate Change and the Green Climate Fund and invited the United Nations Development Programme to jointly form this secretariat.
2. This document provides a summary of the activities performed by the interim secretariat from 23 September to 22 November 2024. The annex to this document includes the report of the execution of the administrative budget up until 30 September 2024 (the annex will be issued as an addendum to this report).

## II. Mandates to the interim secretariat

3. The table below summarizes the mandates of the interim secretariat arising from the decisions of the COP and the CMA, the Governing Instrument of the Fund for responding to Loss and Damage<sup>1</sup> and subsequent decisions of the Board, along with an overview on the work undertaken by the interim secretariat during the reporting period to implement its mandates.
4. At the second meeting of the Board (B.2) in July 2024, the Board adopted document FLD/B.2/9 titled “Workplan of the Board for 2024” and decided that it would be updated on a rolling basis to reflect new mandates.

### Summary of the mandates of the interim secretariat and their status of implementation

<i>Decision</i>	<i>Mandate</i>	<i>Status of implementation</i>
B.3/D.3, para. (e)	Assist the Co-Chairs to develop a plan for the transition from the interim secretariat to the new, dedicated and independent secretariat, to be presented for consideration of the Board at B.4	Ongoing. The initial plan for the transition is planned to be presented at B.4
B.3/D.6, para. (b)	Assist the Co-Chairs to convey to the COP and the CMA the confirmation that the conditions set out in paragraph 20 of decisions 1/CP.28 and 5/CMA.5 can be met during the interim period	This has been completed
B.2/D.7, para. (a)	Assist the Co-Chairs to submit the Report of the Board to COP 29 and CMA 6 to the secretariat of the Convention and the Paris Agreement	This has been completed
B.2/D.7, para. (b)	Assist the Co-Chairs to develop an addendum to the Report of the Board to COP 29 and CMA 6, capturing the progress and decisions made during B.3 and submit the addendum to the secretariat of the Convention and the Paris Agreement	This has been completed

<sup>1</sup> As contained in annex I to UNFCCC decisions 1/CP.28 and 5/CMA.5.

<i>Decision</i>	<i>Mandate</i>	<i>Status of implementation</i>
B.3/D.8, para. (b)	In coordination with the COP 29 Presidency and the Co-Chairs, as co-hosts, issue invitations to the launch event of the annual high-level dialogue to selected participants and speakers	This has been completed
B.3/D.8, para. (c)	Under the guidance of the Co-Chairs, and in collaboration with the COP 29 Presidency, organize the launch event on the margins of the World Leaders Climate Action Summit	The launch event of the annual high-level dialogue on Coordination and Complementarity for Funding Arrangements Responding to Loss and Damage was held in Baku, Azerbaijan, on 12 November 2024
B.2/D.10, paras. (f) and (h)	Under the guidance of the Co-Chairs and drawing upon external resources, develop a proposition outlining: (1) options and choices for the Fund to further operationalize a bottom-up country-led approach that promotes and strengthens national responses to loss and damage; and (2) options for early interventions by the Fund as early as 2025–2026, and submit to the Board fourteen days prior to B.4 for consideration at B.4	These propositions are expected to be brought to the Board for consideration at B.4
B.2/D.12, paras. (b) and (c)	Develop a draft policy on the participation of active observers in Board meetings and related proceedings (“Policy on Active Observers”), conduct further consultations with, and seek inputs from, the Board and stakeholders in developing such policy, and present the draft Policy on Active Observers to the Board for consideration at B.4	The draft policy for the participation of active observers in Board meetings and related proceedings will be presented to the Board at B.4 for consideration and approval
B.2/D.14, para. (a)	In consultation with the Co-Chairs, develop a travel policy, taking into consideration the inputs provided by the Board on this agenda item, and submit to the Board for its consideration and adoption at B.3	Next steps on a proposed travel policy, informed by benchmarking against other similar organizations, will be brought by the Co-Chairs to the Board at B.4 for further consideration
B.2/D.14, para. (f)	Prepare a technical paper setting out options for formats for Board and related meetings, including challenges and practical solutions for in-person, hybrid and virtual meetings, for consideration by the Board at B.3	The work on the technical paper is ongoing, as it may be relevant for discussions on the travel policy and/or the additional rules of procedure
B.2/D.14, para. (g)	Provide information on the estimated budget for the implementation of the draft travel policy in the technical paper	To be included in the technical paper mentioned above (decision B.2/D.14, para. (f))

<i>Decision</i>	<i>Mandate</i>	<i>Status of implementation</i>
B.1/D.9, para. (c) and B.2/D.10, para. (a)	Present a paper on an observer accreditation process for consideration by the Board at B.3, and confirm the accreditation process for observers by B.4	The paper, including the proposed decision text, will be presented to the Board at B.4 for consideration and agreement on the observer accreditation process
B.1/D.9, para. (d) and B.2/D.10, para. (a)	Present a paper on the establishment of consultative forums to engage and communicate with stakeholders for consideration by the Board at B.4	The paper, informed by benchmarking against similar organizations and including recommendations, will be presented to the Board for consideration at B.4

*Abbreviations:* B.x = meeting of the Board, CMA = Conference of the Parties serving as the meeting of the Parties to the Paris Agreement, COP = Conference of the Parties.

### III. Activities of the interim secretariat from 23 September to 22 November 2024

#### A. Additional activities of the interim secretariat

5. During the reporting period, the interim secretariat supported the ad hoc subcommittees in implementing their mandates. Key activities undertaken in this regard are summarized below.

##### 1. Support to the ad hoc subcommittee on additional rules of procedures of the Board

6. The ad hoc subcommittee on additional rules of procedures of the Board has met three times during the reporting period (once during B.3 and twice between Board meetings) and was supported by the interim secretariat both during and between the meetings. The co-chairs of the ad hoc subcommittee have also met with the Co-Chairs, virtually. The ad hoc subcommittee focused on some of the outstanding issues as identified and reported to the Board at B.3 in September and converged on many of them. The interim secretariat also supported the co-chairs of the subcommittee in the conduct of written consultations with the Board on the draft additional rules of procedure from observers. The co-chairs of the subcommittee, with the support of the interim secretariat, prepared the final report on the work of the subcommittee including some final proposals for the draft additional rules of procedure. This was circulated to the ad hoc subcommittee on 11 November 2024. The subcommittee resolved many outstanding matters, leaving a handful of issues for consideration and decision by the Board, as part of the consideration at B.4 of the entire suite of additional rules of procedure.

##### 2. Support to the ad hoc subcommittee on the administrative budget

7. During the reporting period, the interim secretariat provided continuous support to the ad hoc subcommittee on the administrative budget, which included preparation of background information and documents for its meetings, in the context of its consideration of the transition plan from the interim to the new independent Secretariat and the respective administrative budgets with a view of providing relevant recommendations to the Board.

##### 3. Consultation with stakeholders regarding the participation of active observers in Board meetings and related proceedings, as part of the development of a Policy on Active Observers, including an observer accreditation process and the establishment of consultative forums, in accordance with relevant Board decisions

8. The interim secretariat, in accordance with decision B.1/D.9, paragraph (d), and decision B.2/D.12, conducted an informal consultation on 17 September 2024, on the margins of B.3 in Baku, Azerbaijan, with the representatives of the nine observer constituencies of the United Nations Framework Convention on Climate Change to seek input for the development of the Policy on Active Observers, the observer accreditation

process and the establishment of consultative forums for engaging and communicating with stakeholders.

## **B. Collaboration with the independent Secretariat**

9. Following the entry on duty of the Executive Director of the Fund, the interim secretariat established close collaboration with the independent Secretariat to ensure smooth transition. Close coordination between the teams was ensured through regular calls and in-person meetings on the margins of COP 29 and CMA 6 in Baku. During the reporting period, the collaboration focused on preparations for B.4, including with respect to the substantive papers, and on the elaboration of a transition plan from the interim to the independent secretariat.

## **Annex**

### **Report on the execution of the administrative budget**

(to be issued as an addendum to this report)

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