



Ministry of Economy

Summary Report
SWG Consultative Membership
Meeting 2021 no.1

4 February 2021

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List of Acronyms and Abbreviations

ADB	Asian Development Bank
AE	Accredited Entity
BizFiji	Business Fiji
CCICD	Climate Change and International Cooperation Division
CSO	Civil Society Organisation
FAQ	Frequently Asked Questions
FDB	Fiji Development Bank
Fj	Fiji dollar
FNU	Fiji National University
GCF	Green Climate Fund
GEF	Global Environment Facility
GoF	Government of Fiji
kWh	Kilo watt hour
LEDS	Low Emissions Development Strategy
MIMS	Ministry of Infrastructure and Meteorological Services
MoE	Ministry of Economy
MRV	Measurable, Reportable and Verifiable
NAP	National Adaptation Plan
NCCP	National Climate Change Policy
NGO	Non-Governmental Organisation
NOL	No Objection Letter
NDA	National Designated Authority
NDC	National Determined Contribution
NDP	National Development Plan
NDMO	National Disaster Management Office
RBF	Reserve Bank Fiji
SAP	Simplified Approval Process
SDGs	Sustainable Development Goals
SIDS	Small Island Developing State
SPREP	Secretariat of the Pacific Regional Environment Programme
SWG	Sector Working Group
TCAP	Tuvalu Coastal Adaptation Project
UN	United Nations
UNFCCC	United Nations Framework Convention on Climate Change
UNDP	United Nations Development Program

1. Introduction

The Fiji National Designated Authority (NDA) having established climate finance Sector Working Groups (SWGs) under 4 thematic areas¹ in November 2020, for those interested in participating in dialogues with the NDA and pursuing project financing from GCF, is continuing to be proactive in ensuring all stakeholders are well informed of processes, requirements and capacity development initiatives relating to accessing climate financing via GCF. In that context, the Fiji NDA has two outreach mechanisms in place to deliver on their Secretariat roles. One being the use of an online NDA portal (under development) to disseminate information and share updates on training sessions and other relevant events, and the other being direct stakeholder engagement through the SWGs with both the consultative and open membership of the SWGs nominated and members invited.

On 4 February 2021, the Climate Change and International Cooperation Division (CCICD) of the Ministry of Economy (MoE), as the National Designated Authority (NDA) to the Green Climate Fund (GCF), convened its first SWG consultative meeting. The meeting was convened in two sessions with SWG 1 & 2 meeting held in the morning and SWG 3 & 4 meeting held in the afternoon. The agenda was the same for both meetings (refer to **Annex 3 - Meeting Agenda**). This report provides a brief summary of the discussions and session outcomes from the first SWG consultative meeting.

2. Objectives and Approach

2.1 Objectives

The main objectives of the SWG consultative meeting were to:

- i. Review the consultative group TOR; and
- ii. Co-develop the Letter of Support and No Objections Letter procedures to appraise and approve GCF concept notes (CN) and funding proposals (FP) respectively.

2.2 Approach

In preparation for the meeting, the CCICD team circulated a meeting agenda and the following documents to all the SWG consultative members:

- SWG – Introduction & Outcome (presentation from November 2020)
- SWG – Introduction to GCF, NDA & SWG (presentation from November 2020)
- SWG Consultative Membership Term of Reference
- Draft Procedure for Letter of Support and No-Objection Letter

¹ SWG 1 - Sustainable Livelihoods and Healthy Communities (Access to food, water and health security); SWG 2 - Ecosystems and Ecosystem Services and Sustainable Land Management; SWG 3 - Climate Resilient Infrastructure, Sustainable Energy and Built Environment; SWG 4 - Sustainable Transport

The format of the meeting was designed to ensure a participatory approach was taken to encourage maximum engagement from the participants. Two separate meetings were held with SWG1 and SWG2 (morning session) in the first meeting and SWG3 and SWG4 (afternoon session) in the second meeting, both on the 4 Feb 2021. Each meeting used the same format.

The facilitation team for the consultative meeting consisted of Vineil Narayan (Acting Head - CCICD), Katerina Syngellakis (GGGI), Marita Manley (consultant, GGGI) and Jason Yapp (consultant, GGGI – joining remotely), with Prelish Lal and Keresi Farouk (both of CCICD) providing administrative and technical support.

The expected outcomes of the meeting were to:

- i. Integrate feedback and validate TOR of the consultative SWG
- ii. Receive feedback on the Letter of Support and No Objection Letter procedures that will enable the development of a final draft for internal approval.

3. Participation

The first meeting of the consultative membership group brought together technical experts and stakeholders from the 4 SWGs below:

- SWG 1 - Sustainable Livelihoods and Healthy Communities (Access to food, water and health security)*
- SWG 2 - Ecosystems and Ecosystem Services and Sustainable Land Management*
- SWG 3 - Climate Resilient Infrastructure, Sustainable Energy and Built Environment*
- SWG 4 - Sustainable Transport*

Altogether, a total of 27 participants (exclusive of the 5-member facilitation team) out of a membership of 48, attended the two SWG consultative meetings (see Table 1: **Number of participants at the 2 SWG consultative meetings not including facilitation team**) in-person and online. A participants list is available in **Annex 4 - Details of SWG consultative meeting participants**.

Table 1: Number of participants at the 2 SWG consultative meetings not including facilitation team

SWG Consultative Meetings	Female	Male	Total
SWG1: Sustainable Livelihoods and Healthy Communities SWG2: Ecosystems and ecosystem services and Sustainable land use	7	8	15
SWG3: Climate resilient infrastructure, sustainable energy and built environment SWG4: Sustainable Transport	5	9	14
Total	12	17	29

Note: Facilitation team consisted of 3 men and 4 women.

Table 2: Participants of the SWG consultative meetings by sector (excluding facilitation team)

Position	SWG 1 & 2	SWG 3 & 4	Total
Academia	1	2	3
Financial institution	0	3	3
Government agency	3	0	3
Civil society organisations	2	1	3
Regional organisations	3	0	3
International organisation	1	0	1
Statutory body	0	4	4
Industry / Association	2	2	4
Private sector	2	1	3
Total	14	13	27

The intention for the SWG is to have a balanced membership between men, women and types of organisations representation. The first meeting of the SWG has been able to achieve this balance. The aim would be to improve in participation, which was 56% on this occasion.

4. Session content

Each of the two SWG consultative meetings included four sessions as detailed below. Recommendations provided by participants have been noted under each respective sessions. The presentation slides will be shared with all participants together with this summary report in due time.

4.1 Session 1: Validation of the SWG TOR

The first part of this session provided an overview of Fiji’s climate financing needs, which have far outweighed the current levels of climate finance mobilised. Noting the challenges of accessing finance, the first part of the session highlighted the significance of creating climate finance. Through the SWGs, the following can be achieved:

- Strengthen engagement and partnerships of the CCICD with other stakeholders including the Fijian Government Ministries, NGOs, CSOs, and the private sector;
- Ensure priorities addressed efficiently, are aligned to national and sectoral development and climate priorities;
- Ensure proposal development is consultative, open, fair, transparent and inclusive;
- Establish a clear process for stakeholders to stay engaged with the Fijian Government processes;

In the second part of this session, the TOR for the consultative SWG was discussed in detail and questions and feedback was elicited from the participants. Questions asked during this session have been added to the list of Frequently Asked Questions (FAQ) in **Annex 2 - Frequently Asked Questions** for future reference.

Based on the recommendations made regarding the TOR for the consultative group, the following in **Table 3: Recommendations and action items for the SWG consultative group TOR.** are action items for consideration by the NDA to be integrated to the TOR.

Table 3: Recommendations and action items for the SWG consultative group TOR.

No.	Recommendation/Action Items	Comment
1.1	Change the title of SWG 2 to “ <i>Ecosystems, Ecosystem Services and Sustainable Resource Management</i> ” so it is inclusive of both land and ocean resources.	Change SWG 2 title.
1.2	Have a mechanism in place for tracking SWG advice provided through monitoring and a feedback loop to improve performance.	Records will be kept of communication to and from the SWG and NDA. Add to flowchart of NOL process. Create register of communications with SWG. Include in NDA Operational Manual.
1.3	Inactive members that have missed 2 consecutive meetings without communicating their absence to be replaced by the NDA.	Add to TOR
1.4	In some cases, members might be required to sign a Non-Disclosure Agreement (NDA) when asked to assess/evaluate or comment on confidential information like a concept note or funding proposal.	Add to TOR
1.5	Clear guidance to be provided by the NDA on what is confidential and what is not, so members are aware of what they can share further.	Add to TOR
1.6	Make changes to TOR to include “When needed the 4 groups will meet together”.	Add to TOR
1.7	Have a declaration process for any perceived conflicts of interest. This should also be reflected in the TOR.	Add to TOR
1.8	NDA to make available a full list of AEs.	Send via e-mail. Provide on portal when portal is ready.
1.9	Focus areas to be clearly identified by NDA to avoid wasted effort on developing CN that never get past NDA stage.	Project developers to review plans which already state priorities e.g. LEDS, NAP, Fiji Country Finance Programme.

4.2 Session 2: Fiji’s Letter of Support and No-Objection Letter draft procedures

This session provided an in-depth look at the procedures for Fiji’s Letter of Support (LoS) and No-Objection Letter (NOL) processes which are critical aspects in terms of the flow of getting projects approved at the national and then submitted to the GCF. The session first provided an overview of GCF governance, and roles of the NDA and different stakeholders in Fiji. A glossary of terms is provided in **Annex 1 - Glossary of Key Terms**.

The following diagram highlights the GCF governance structure in Fiji that was presented:

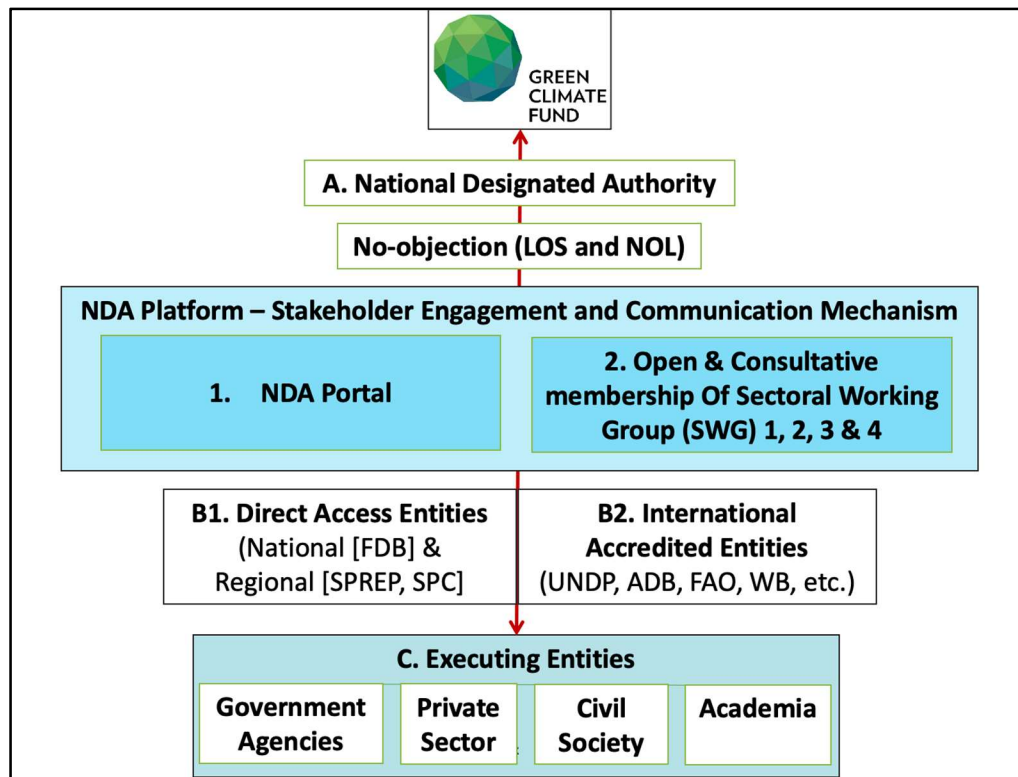


Figure 1: GCF Governance structure in Fiji

As shown in the diagram, a key step in the governance is the No-objection (to Concept Notes or Funding Proposals) from the National Designated Authority (NDA).

The LOS and NOL procedures were then discussed in more detail starting with its main purposes which are:

- (i) to ensure that the accredited entities (AEs) inform the NDA of their intention to submit a concept note (CN) or funding proposal (FP) to the GCF, and
- (ii) to ensure that these CN and FP are aligned with national development and climate finance priorities.

The two stages of the Fiji NOL procedure as explained by Vineil Narayan (CCICD) during this session are in summary:

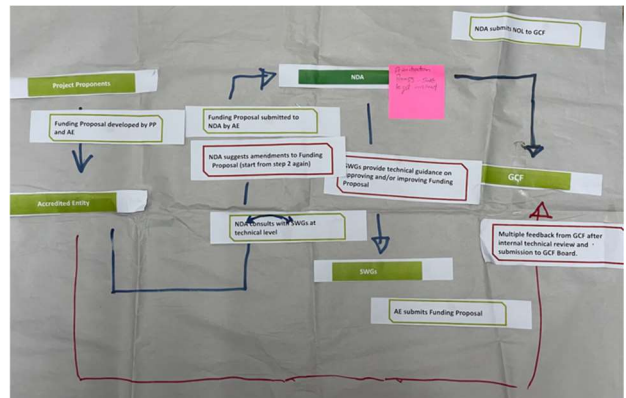
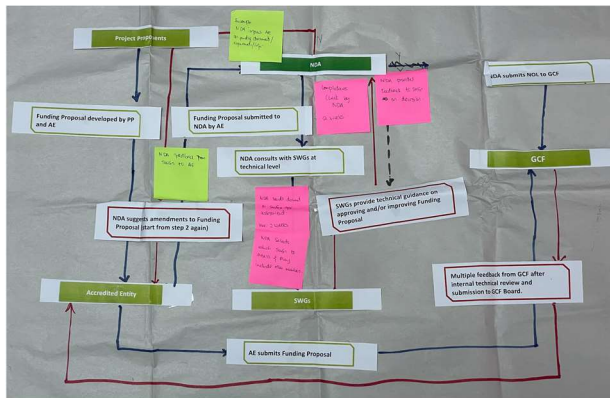
- Stage 1: **Concept Note** stage where a **LoS is issued** (non-binding) by NDA to AEs for CN to be submitted to the GCF and
- Stage 2: **Funding Proposal** stage where a **NOL is issued** (formal communication from Fiji government endorsing project proposal to GCF) to AEs for full proposals to be submitted to the GCF. The NDA and not the AEs will submit the NOL to the GCF.

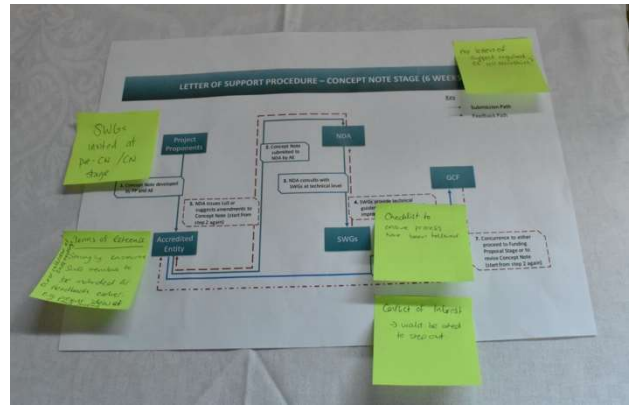
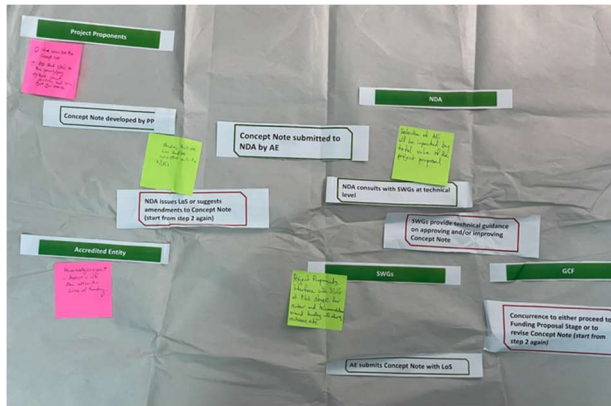
During this session, feedback and questions were drawn out from the participants through an interactive group activity that allowed them to review, add comments and recommend changes to the different steps of the LoS/NOL procedures.





SWG consultative group consisting of members from SWG3 and SWG4 reviewing the NOL procedure flow charts.





Group activity results from the two SWG consultative meetings

4.3 Session 3: Presentation back by groups and open discussion on the LOS and NOL procedures

During this session, each group presented their LoS/NOL flow-chart with their recommendations, to the whole group. Changes made to the draft, comments and suggestions from the group were highly appreciated and taken note of by the facilitators. The following guiding questions were used to stimulate open discussions throughout this session:

- How to manage the involvement of the SWG consultative members in the appraisal of concept notes and proposals to ensure broad and inclusive engagement?
- What training might be needed on the appraisal templates?
- What is a reasonable timeline for feedback on a submitted CN or FP?



Ms Sangeeta Manugbhai presenting their group results during the first SWG consultative meeting.



Group 2 presenting their LoS/NOL flow chart during the second SWG consultative meeting.



Members from SWG1 and SWG2 discussing the LoS/NOL procedures during the first SWG meeting.



Members from SWG3 and SWG4 discussing the LoS/NOL procedures during the second SWG meeting.

Table 4: **Recommendations presented by the different groups for the LoS and NOL procedures.** summarizes the **recommendations** which were presented by the groups and are to be taken into consideration by the NDA for improvement of the LoS/NOL procedures:

Table 4: Recommendations presented by the different groups for the LoS and NOL procedures.

No.	Recommendations
3.1	<p>Role of SWG - SWG members to be involved from the start during the ideation stage with project proponents through a consultative process before they get to the NOL cycle.</p> <p>NDA to create a mechanism to allow the different project proponents the opportunity to pitch and share their ideas and get initial feedback before they start designing their CN.</p> <p>For example “pitching” project ideas to the SWG so that advice and comments can be given at a very early stage</p>
3.2	<p>SWGs should also be involved in prioritization of projects</p>
3.3	<p>Split assessment by SWG depending on sectoral expertise required</p>
3.4	<p>Have a checklist of things that SWG members will be assessing against when assessing CN and FP e.g., use of the CN and FP appraisal templates and SWG members will be trained on how to use these two templates.</p>
3.5	<p>Have a declaration process for any perceived conflicts of interest. This should also be reflected in the TOR</p>
3.6	<p>The NDA to create a mechanism of awareness for other government ministries to make sure there is whole-of-government and whole-of-society support rather than the project proponents having to do that themselves.</p>

3.7	NDA to notify applicant once CN has been received Create register with CNs received and date
3.8	NDA should have maximum 2 weeks to assess CN for completeness before sending to SWG for their assessment and feedback
3.9	SWG should have minimum 2 weeks to assess CN
3.10	Altogether, assessment of CN should take a maximum 6 weeks only.
3.11	There needs to be open communication between SWG and NDA
3.12	When SWG provide feedback to AE through the NDA this feedback should be received by the AE, i.e. the AE should receive clear feedback on their CN/proposal
3.13	Full proposal appraisal framework needs to be made clearer
3.14	Balance for projects should be 50% mitigation and 50% adaptation

4.4 Session 4: Suggestions for next meeting and topics

This session focused on potential meeting topics for future SWG consultative meetings. The SWG consultative meetings will be conducted minimum quarterly and the open meetings will be conducted twice in a year. Due to time constraints, not enough time was spent on this last session. Instead, it was suggested that participants send in via email any other suggestions and comments they had to prelish.lal@govnet.gov.fj and for a survey form to be sent out as a follow-up to all the meeting participants for further feedback and information. The suggested topics are given below in Table 5: **Suggested meeting topics for upcoming SWG meetings.**

Table 5: Suggested meeting topics for upcoming SWG meetings.

No.	Upcoming SWG Meeting Topics / Recommendations
4.1	Consultation on designing the NDA portal and online interactions with stakeholders
4.2	Training on the template for appraisal of a GCF CN and FP (as part of LoS and NOL procedure)
4.3	Webinar on the Fiji Climate Finance Country Programme
4.4	Provide training on how to develop high-quality CNs

Other recommendations and general action items that were highlighted during this session are detailed in Table 6: **General action items to be executed post-SWG meeting by NDA** below:

Table 6: General action items to be executed post-SWG meeting by NDA

No.	General Action Items
1.	Circulate the following documents again: <ul style="list-style-type: none">○ FAQs from November SWGs○ Policy briefs○ Glossary○ Meeting report from November 2020
2.	Send an email to the open group with an update from the NDA on progress made since November 2020.
3.	Circulate a summary of the concept notes and proposals currently in the pipeline.
4	Select co-chairs for SWGs in the next consultative meeting.
5	Send out a calendar of SWG meeting dates for 2021 to all stakeholders.
6	NDA to circulate a survey to SWG members to identify useful trainings to have in the future.
7.	Create more awareness around the application process that will drive traffic to the website/NDA portal once it is ready for public viewing.

5. Lessons learned

This section summarizes lessons learned from the content and delivery of the meeting for future SWG meetings and their development.

5.1 Methods

Splitting the SWG meetings into 2 separate sub-sectoral working group meetings worked well for the intended purpose of the meeting and enabled deeper discussions amongst the participants. The use of a PowerPoint presentation was also effective in conveying the outline and focus areas of the meeting. While the meeting allowed for participants online to join and contribute to the discussions happening in the room, their participation in the group discussions was restricted. It would help if during future hybrid SWG meetings, that a designated person is assigned to be the online facilitator who can engage with and facilitate questions from participants joining remotely.

5.2 Timing and venue

The venue for the meeting was central and had disability access so it was easily accessible by all the SWG consultative group participants who attended in person. Each meeting was 2 hours long. It was sufficient time to go through the meeting content given its specific focus on procedural matters relating to the consultative group TOR and the No Objection Letter.

5.3 Evaluation

There was no post-meeting evaluation conducted for both SWG consultative meetings on 4 February, 2021. This was an oversight on the organizing team's part. For future SWG meetings, it is recommended and best practice to have an evaluation form ready after each meeting to collect feedback from all participants. This will help inform content development and delivery of future SWG consultative meetings.

Annex 1 - Glossary of Key Terms²

Accreditation: A process under which entities have to demonstrate that they have the ability to manage the GCF's resources in accordance with standards and criteria set out by the GCF in the accreditation application.

Accredited Entities: An institution accredited by the GCF Board to access funding from the GCF, these institutions will go through a process of accreditation, designed to assess whether they are capable of strong financial management and of safeguarding funded projects and programmes against any unforeseen environmental or social harm. An accredited entity could be a national or regional or multilateral institution. It can be government, non-governmental and private.

Adaptation: Adjustments to ecological, social and economic systems in such a manner as to build resilience of human communities and natural ecosystems so as to moderate or minimize potential damage or to benefit from opportunities associated with climate change.

Adaptation Planning: The identification of adaptation priorities and development of strategies and programmes to address these priorities in a continuous, dynamic and iterative process. The GCF support for adaptation planning processes may have a national, sub-national and/or sectoral focus, and could contribute to an integrated national vision for climate resilience.

Climate Change: A change in an average weather condition in addition to natural climate variability observed over a comparable period, generally of 30 years, which is attributed directly or indirectly to human activities that alters the composition of the global atmosphere.

Climate Finance: Refers to the flow of funds from developed countries to developing countries in the area of climate change. It includes accessing, absorbing and managing funds for climate change adaptation and mitigation work through various means – multilateral, bilateral, private sector, non-government organizations loan, grant and co-finance.

Country Programme: A GCF Country Programme is a living document that presents a country's climate change priorities with the GCF, including a pipeline of projects that the country would like to develop with the Fund. It provides an action plan that details how projects and programmes are to be developed, the type of entity to partner with, and the readiness and project preparation support needs required.

Delivery Partners: Institutions selected by the National Designated Authority (NDA) or focal point to implement activities approved under the Readiness and Preparatory Support Programme. Delivery partners provide services such as: development of readiness request proposals; implementation and supervision; fiduciary management; progress reporting; and project completion and evaluation. Delivery partners may be AEs or other institutions assessed to meet the financial management capacities requirements of the Fund.

² Partly extracted from the guidelines for NDAs or focal points available at Annex XIII of GCF/B.08/45.

Direct Access: Accessing the GCF's resources through national or regional accredited entities directly without intermediaries, such as bilateral and multilateral, to implement projects/programmes.

Direct Access Entities: Institutions that apply for accreditation through direct access modality. They are regional, national and sub-national institutions that are required to provide evidence of a nomination from a NDA or focal point with their application documents. Entities that are accredited under the direct access modality, or wish to be accredited, may be eligible to receive support under the Readiness Programme at the request of its NDA or focal point.

Executive Entities: Institutions (public, private and NGO partners) with a proven track record that will receive the funding to implement and monitor the project or programme.

Expression of Interest: A letter issued by the National Designated Authority to an accredited entity towards preparation of concept note for the GCF (An option that could be adopted by NDA).

Environmental and Social Safeguards: A set of criteria that aims to address key environmental and social risks in the implementation of activities to be funded by the GCF. The Fund has adopted interim ESS while it develops a comprehensive environmental and social management system (ESMS). Measures undertaken to prevent and mitigate possible undue harm of the GCF funded projects/programmes to people and the environment.

Executing Entity: An institution responsible for the execution of projects/programmes funded by the GCF.

Environmental and Social Assessments refers to the assessment of environmental and social risks, impacts and opportunities undertaken by the accredited entities in a manner that follows good international industry practices, identifies best alternatives and allows for an integrated and balanced view of the environmental and social risks and impacts pursuant to the GCF ESS standards and requirements of the accredited entities

Environmental and Social Impact Assessment (ESIA) refers to a process or tool based on an integrated assessment where the scale and type of potential biophysical and social, including, where appropriate transboundary risks and impacts of projects, programs and/or policy initiatives, are predicted, acknowledged and evaluated. It also involves evaluating alternatives and designing appropriate mitigation, management and monitoring measures to manage the predicted potential impacts.

Environmental and Social Management System (ESMS) refers to a set of management processes and procedures that allow an organization to identify, analyse, control and reduce the environmental and social impacts of its activities including transboundary risks and impacts, in a consistent way and to improve performance in this regard over time. For the purposes of this document, "ESMS" refers to the environmental and social management system of GCF. When used in the long form, "environmental and social management system", it refers to the entities' management system.

Fiduciary Standards: Refers to the basic and specialized fiduciary requirements of the GCF that accredited entities and readiness partners need to comply with depending on the nature of the activities funded by the GCF. The Fund's initial fiduciary standards are set out in Annex II of GCF/B.07/11.

Fit-for-Purpose Accreditation Approach: An accreditation approach that recognizes the role of a wide range of entities, which differ in the scope and nature of their activities, as well as their capacities, in

advancing the objectives of the GCF. It accommodates this diversity by matching the nature, scale, and risk of intended activities to the application of the fiduciary standards and ESS.

Funding Proposal: A proposal developed by accredited entities to access and manage GCF funds to undertake projects/programmes

Gender Policy: The Fund's Gender policy aims to ensure the GCF will efficiently contribute to gender equality and will, in turn, achieve greater and more sustainable climate change results. The gender policy is applied to all the Fund's activities, whether implemented by international, regional, national or subnational, public or private entities or institutions that access GF's resources.

Green Climate Fund: A financial mechanism of the United Nations Framework Convention on Climate Change established to help developing countries in achieving a paradigm shift to low-carbon pathways and increased climate resilient development. It supports projects, programmes, policies and other activities in the developing country parties to the UNFCCC.

GESI Mainstreaming: is the process of assessing the implications for women, men, children, the elderly, people with disabilities and other vulnerable groups of any planned action, including legislation, policies or programmes, in all areas and at all levels. It is a strategy for making gender and equity experiences and concerns an integral dimension of the design, implementation, monitoring and evaluation of policies and programmes in all political, economic and societal spheres so everyone benefits equally and inequality is not perpetuated.

GESI Sensitivity refers to understanding and taking account of the societal and cultural factors involved in gender discrimination and social exclusion in all spheres of public and private life. GESI sensitivity implies a consideration of the potential contribution of all genders and peoples to societal changes as well as the methods and tools used to: promote equity, reduce disparities and exclusion, and measure the impact of climate change and other development activities on beneficiaries and society as a whole.

Gender Equality refers to equal rights, power, responsibilities and opportunities for all genders, as well as equal consideration of the interests, needs and priorities of all genders with respect to their treatment, opportunities, and economic achievements in the workplace.

Gender Equity refers to the provision of fairness and justice in the distribution of benefits and responsibilities of all genders. To ensure equity, measures often need to be taken to compensate for (or reduce) disparity for historical and social disadvantages that prevent all genders from otherwise operating on an equitable basis.

Indigenous Peoples Plan (IPP) outlines the actions to minimize and/or compensate for the adverse impacts and identify opportunities and actions to enhance the positive impacts of a project for indigenous People.

Involuntary Resettlement means physical displacement (relocation, LoSs of residential land or LoSs of shelter), economic displacement (LoSs of land, assets or access to assets, including those that lead to LoSs of income sources or other means of livelihood), or both, caused by project-related land acquisition or restrictions on land use.

Investment Criteria: A set of criteria adopted by the GCF to assess the funding proposals submitted by accredited implementing entities.

Mitigation: Efforts to reduce or prevent the emission of greenhouse gases.

International Accredited Entity: Accredited entities with the GCF that are expected to mobilize and manage the GCF finance at a global level such as the UN Agencies, Multilateral Development Banks and other international organizations.

Nationally Appropriate Mitigation Action: UNFCCC established the nationally appropriate mitigation action (NAMA) process to facilitate mitigation planning in least developed countries (LDCs) and other developing countries.

National Adaptation Plan (NAP): The UNFCCC established the national adaptation plan (NAP) process to facilitate adaptation planning in least developed countries (LDCs) and other developing countries.

National Designated Authorities or focal points: NDAs are government institutions that serve as the interface between each country and the Fund. They provide broad strategic oversight of the GCF's activities in the country and communicate the country's priorities for financing low-emission and climate-resilient development.

Nationally Determined Contributions: NDCs are the primary means for governments to communicate internationally the steps they will take to address climate change in their own countries. NDCs reflect each country's ambition to reduce emissions, taking into account its domestic circumstances and capabilities. Some countries also address how they'll adapt to climate change impacts, and what support they need from, or will provide to, other countries to adopt low-carbon pathways and to build climate resilience.

Nomination Letter: A letter given by the National Designated Authorities or focal point to aspirant entities seeking the GCF accreditation. Entities applying for accreditation need to submit such a nomination letter as a part of their application for accreditation.

No Objection Letter: A letter issued from a National Designated Authority or focal point confirming that it has no objection to a funding proposal submitted on behalf of its country by an accredited entity.

Paris Agreement: Paris Agreement is an international agreement agreed at the 21st Session of the Conference of Parties (COP21) of the United Nations Framework Convention on Climate Change held in November 2015 in Paris, France. It aims to strengthen the global response to the threat of climate change by keeping a global temperature rise well below 2 degrees Celsius above pre-industrial level in this century and to pursue efforts to limit the temperature increase even further to 1.5 degree Celsius. The Paris Agreement came into effect on 4th November 2016. Cambodia has signed and ratified this Agreement on 22 April 2016

United Nations Framework Convention on Climate Change (UNFCCC): A framework for international cooperation to combat climate change negotiated at the Earth Summit in Rio de Janeiro in June 1992 and enforced in March 1994.

Annex 2 - Frequently Asked Questions

Q: Who will approve the proposal? Does the SWG approve or only provide advice and recommendations on the proposal?

A: The SWG will only provide technical advice and recommendations to improve the CN and FP. Approval of a proposal can only be done by GCF with endorsement from the NDA through the issuance of a NOL.

Q: What will be the monitoring of how advice from the SWGs is considered by the NDA?

A: There will be a record kept of communication to and from the SWG and NDA. NDA will acknowledge and respond to SWG advice.

Q: Is there a need for agreement on advice from the SWG?

A: There is no need for agreement, all opinions/voices need to be heard so differences in views can be noted in the SWG advice/notes/recommendations back to the NDA. So, there is no need for a vote or agreement on things.

Q: Will the SWG consultative meetings always be conducted in joint sessions with the other SWGs or will there be sector specific consultative meetings in the future?

A: It depends on the nature of the topic. For projects that are cross-cutting, members of the relevant SWGs may be invited to a joint meeting to assess CN and FP.

Annex 3 - Meeting Agenda

SWG Consultative Membership – Meeting #1 – 4 February 2021

Ministry of Economy, Level 2, East Wing Conference Room

Validation of the SWG TOR and co-development of the No-Objection Letter (NOL) Procedure

Agenda

SWG 1: Sustainable Livelihoods and Healthy Communities	10am -12pm
SWG 2: Ecosystems, Ecosystem Services and Sustainable Land Management	
SWG 3: Resilient Infrastructure, Sustainable Energy and Built Environment	2pm-4pm
SWG 4: Sustainable Transport	

Time	Description	
15 mins before meeting	Registration for those attending in person/ all online attendees to arrive online	Vineil Narayan, CCICD
Working Session		
5 minutes	Introduction and expected outcomes	Vineil Narayan, CCICD
20 minutes	Session 1: Validation of the SWG TOR <ol style="list-style-type: none"> 1. What is in the TOR for the SWG? 2. Open questions and answers 3. Inputs into document and finalisation 	Marita Manley, GGGI
45 minutes	Session 2: Fiji's Letter of Support and No-Objection Letter draft procedures <ol style="list-style-type: none"> 1. Introduction/refresher – GCF governance and stakeholder roles in Fiji 2. Principles and purpose of the LoS and NOL 3. What is the existing draft LOS and NOL procedure for Fiji? 4. Group Work: discussion and co-development of the the steps for the LOS and NOL procedure (30 mins) 	Katerina Syngellakis, GGGI & Vineil Narayan, CCICD
15 Minutes Tea Break		
20 minutes	Session 3: Presentation back by groups and open discussion on the LOS and NOL procedures	Katerina Syngellakis, GGGI
10 minutes	Session 4: Suggestions for next meeting and topics	Marita Manley, GGGI
2 hours	End of session	Vineil Narayan, CCICD

Annex 4 - Details of SWG consultative meeting participants

No.	Name	Gender	Organisation	Position	Type of organisation	Attendance Mode
Session 1: Consultative memberships from SWG 1 & SWG 2 (10:00 am - 12:00 pm)						
1	Vani Koroisamanunu	Female	Mineral Resources Department	Senior Scientific Officer	Government dept.	In-person
2	Waisea Vosa	Male	FCEF	BDRC	Industry association	In-person
3	Lavinia Kaumaitotoya	Female	PIFON	Manager	Regional organisation	In-person
4	Joshko W	Male	FDPF	President	CSO	In-person
5	Jodie Smith	Female	Matanataki	Partner	Private sector	In-person
6	Sangeeta Mangubhai	Female	WCS	Director	International organisation	In-person
7	Joseph	Male	Waste Recyclers Fiji Limited	Public Relations	Private sector	In-person
8	Deborah Sue	Female	Forestry	DFRAC	Government dept.	In-person
9	Soane Remudu	Male	Agriculture	MOA	Government dept.	In-person
10	Terence Chow	Male	FELA	Admin	Industry association	In-person
11	Navi Tuivuniwai	Male	PHAMA PLUS	Facilitator	Regional organisation	In-person
12	Deeksha Krishna	Female	FNU	Associate Dean	Academia	In-person
13	Laisa Bulatale	Female	FWRM	Researcher	CSO	In-person
14	Jose Antonio	Male	SPC	M&E Specialist	Regional organisation	Online
Session 2: Consultative memberships from SWG 3 & SWG 4 (2:00 pm - 4:00 pm)						
15	Sam Simpson	Male	LTA	CEO	Statutory body	In-person

16	Fantasha Lockington	Female	FHTO	CEO	Industry association	In-person
17	Saki Nabou	Male	RBF	Senior Analyst	Financial Institution	In-person
18	David Eyre	Male	FDB	GBC	Financial Institution	In-person
19	Seema Shandil	Female	CCOF	CEO	Statutory body	In-person
20	Vinash Singh	Male	CCOF	Manager	Statutory body	In-person
21	Rusiate Lomani	Male	IMOG/Shipower	Lecturer	Academia	In-person
22	Tomasi Sauqaqa	Male	FPCL	PO/AMO	Statutory body	In-person
23	Andrew Irvin	Male	MCST/USP	Project Officer	Academia	In-person
24	Matilda	Female	HFHF	SMO	CSO	In-person
25	Tushar Keshar	Male	Clay Energy	BDM	Private sector	In-person
26	Latu Kaukilakeba	Female	RBF	Analyst	Financial institution	In-person
27	Nathan Kirk	Male	FIE	President	Industry association	In-person
Meeting Facilitators						
1	Marita Manley	Female	Talanoa Consulting	Director	Private sector	In-person
2	Katerina Syngellakis	Female	GGGI	Pacific Programme Advisor	International organisation	In-person
3	Vineil Narayan	Male	CCICD	Acting Head	Government dept.	In-person
4	Keresi Farouk	Female	CCICD	Climate Finance Officer	Government dept.	In-person
5	Prelish Lal	Male	CCICD	Climate Finance Officer	Government dept.	In-person
6	Shauna Katafono	Female	Traseable	Director	Private sector	In-person
7	Jason Yapp	Male	Independent Consultant	Director	Private sector	Online