

October 3, 2011

Approved by mail of document entitled: Note on the Organization of the CIF Committee and Sub-Committee Meetings and the Annual Partnership Forum

Dear CTF and SCF Trust Fund Committee members:

We are writing with regard to the proposed decision approving the document entitled: *Note on the Organization of the CIF Committee and Sub-Committee Meetings and the Annual Partnership Forum*, which was circulated for approval by mail.

The time period provided for submission of comments and any objection to the decision has now expired.

No objections were received.

We are, therefore, pleased to inform you that the following decision is approved:

The Trust Fund Committees reviewed the ***Note on the Organization of the CIF Committee and Sub-Committee Meetings and the Annual Partnership Forum*** dated September 15, 2011, and agrees that:

- a. the CIF Committee meetings should be convened at six month intervals. During calendar year 2012, the meetings should be convened in May and November;***
- b. the 2012 Partnership Forum will be held in Istanbul together with the Committee meetings in November 2012 and welcomes EBRD's support in co-hosting the Forum;***
- c. the Governance Frameworks for the CTF and SCF should be amended to provide for the convening of the Partnership Forum every eighteen months.***

Sincerely

CIF Administrative Unit
1818 H Street NW
Washington, D.C. 20433
www.climateinvestmentfunds.org

September 16, 2011

Approval by mail of document entitled: Note on the Organization of the CIF Committee and Sub-Committee Meetings and the Annual Partnership Forum

Dear Joint CTF-SCF Trust Fund Committee members:

Further to the Joint meeting of the CTF and SCF Trust Fund Committees held in Cape Town in June, please find attached a document entitled, *Note on the Organization of the CIF Trust Fund Committee and Sub-Committee Meetings and the Annual Partnership Forum* for your review.

The Joint CTF-SCF Trust Fund Committee is requested to approve the following decision:

The Trust Fund Committees reviewed the *Note on the Organization of the CIF Committee and Sub-Committee Meetings and the Annual Partnership Forum* dated September 15, 2011, and agrees that:

- a. the CIF Committee meetings should be convened at six month intervals. During calendar year 2012, the meetings should be convened in May and November;
- b. the 2012 Partnership Forum will be held in Istanbul together with the Committee meetings in November 2012 and welcomes the EBRD's support in co-hosting the Forum;
- c. the Governance Frameworks for the CTF and SCF should be amended to provide for the convening of the Partnership Forum every eighteen months.

If we do not receive an objection to this proposed decision by close of business on September 30, 2011 the decision will be approved.

Sincerely

CIF Administrative Unit
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Washington, D.C. 20433
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