**Notes from December 18, 2014 Meeting of the Working Group for the Climate Resilient International Development Executive Order**

Attending Agencies: USAID, Treasury, State, MCC, DOI, DOE, EPA, NOAA, NASA, DOD, USDA, OPIC, USTDA, USACE, NSC, OPIC

**Action Items:**

1. USAID will send out a draft final provide chapeau document before the next meeting.
2. Treasury and State will organize the Performance/Metrics sub-working group’s first meeting within the first two weeks of January.
3. USAID will send invitations to access the group website by the 19th of December.
4. USAID will check on sharing the World Bank/GIZ climate risk screening report.
5. The next meeting is tentatively scheduled for January 23rd.

**Discussion Notes:**

Kit Batten (USAID) and Leo Martinez-Diaz (Treasury) opened the third meeting of the inter-agency working group for Climate Resilient International Development. Doug Mason (MCC) presented an internal MCC newsletter that highlighted some MCC actions to incorporate climate resilience into its projects. The group discussed the idea of producing an internal USG newsletter on climate resilience actions. The group noted the clearance issues in producing a newsletter but will keep the idea in mind. Mike Colby (USAID) explained that the group document sharing website was slightly reorganized to better serve the needs of the working group. He informed the group that invitations to join the online group would be sent out to the members by December 19, 2014. Attendees then discussed inquiries expressing interest in meeting with the working group that they have received from external groups, including private companies, civil society organizations, etc. Treasury and USAID will seek advice from their general counsel’s offices. Attendees discussed the recent edits to the chapeau document. Jon Randall (USAID) explained that the headings/structure of the chapeau document had been reorganized based on comments from MCC. The group discussed what meaningful actions related to assessment of climate resilience risks that agencies should take, beginning on October 1, 2015, to incorporate climate resilience considerations in their development programs. It was agreed that USAID and Treasury would craft revised language for the chapeau document that would be circulated to the Working Group for approval.

Doug Martin provided a quick update on the progress made within the Tools/Data/Approaches sub-working group. The group held their first meeting on December 16, 2014 and agreed that their first order of business would be to develop a set of common definitions for climate resiliency related activities and indicators. Leo Martinez-Diaz asked that the group send the co-chairs the list of proposed terms before circulating them to the group. Kit Batten requested that the terms stay consistent with any definitions that were included in the EO text itself. Attendees agreed on January 15th as the date of the next meeting of the working group.