**Notes from January 23, 2015 Meeting of the Working Group for the Climate Resilient International Development Executive Order**

Attending Agencies: USAID, Treasury, CEQ, NSC, DoD, OPIC, DOI, State, EPA, USGCRP, ODNI, MCC, Energy, Army Corps of Engineers, NASA, USTDA

**Action Items:**

1. Make agreed-upon final edits to the chapeau document, remove “draft” markings, and circulate a final copy of the chapeau. The document will retain the “Internal USG Only” markings.
2. Treasury will coordinate a meeting with World Bank officials and the Working Group to discuss the World Bank’s experience in climate resilient screening tools and metrics.
3. USAID will coordinate a meeting with GIZ and the Working Group to discuss GIZ’s experience with climate resilient screening tools and metrics.
4. Fred Lipschultz of USGCRP will coordinate with Doug Mason (MCC) on possible attendance at the climate data meeting on Feb 3-4, and provide a readout to the group on any relevant international information.

**Discussion Notes:**

After opening the meeting, Kit Batten (USAID) turned the meeting over to Mike Colby (USAID) for an overview of the Working Group web portal and instructions on its use. Ms. Batten then introduced Laura Sima, who will be joining USAID part-time from State and will be working a great deal on the Working Group and sub-working groups. The attendees then discussed finalization of the chapeau, including the elimination of paragraph 4, and re-wording of paragraphs 1, 5, 6, 7, and 11. The attendees then agreed that the chapeau should be considered finalized, but should not be distributed outside US Government; it may be used as a basis for talking points by USG officials, however, when discussing the Working Group and its activities.

Attendees then discussed the coordination of meetings with outside entities, including the World Bank and GIZ. Representatives from USAID and Treasury reported that their General Counsels had advised that meetings with large donor organizations such as these are appropriate, but that meetings with implementers and organizations seeking funding must be completely open and widely attended. Attendees agreed that an informational meeting with the World Bank to discuss their screening process and lessons learned should be set for February. Similarly, a meeting with GIZ was agreed to.

Attendees reported on the progress of the sub-working groups, noting that deliverables to the whole Working Group were due in February and March. Attendees noted that meetings with the World Bank and GIZ would further inform the work of the sub-working groups, and that reports to the Working Group on existing screening tools and performance metrics would follow those meetings. Attendees then agreed to meet again in one month.