**Attachment 3**

**FCPF Readiness Fund: Guidance on Disclosure of Information**

According to para.32 of the Common Approach, the following documents will be disclosed.

| **Item to be disclosed** | **Party responsible for disclosure** | **Disclosure medium** | **Time of disclosure** |
| --- | --- | --- | --- |
| Draft R-PIN | Government | Paper or electronic distribution to relevant stakeholders | 14 days prior to relevant PC meeting  |
| TAP’s synthesis R-PIN review | FMT | FCPF website | 14 days prior to relevant PC meeting |
| R-PIN of selected country | FMT | FCPF website | Within 30 days after selection by PC |
| Conformed copy of signed R-PP Formulation and Readiness Preparation grant agreement | Government | Government website or equivalent | 30 days after signature by Second Party to the Agreement (Trustee or Government)  |
| WB: LEGIDB:PTLUNDP:EEG | Delivery Partner’s website  | 30 days after receipt by the Delivery Partner of the fully executed copy of the agreement  |
| FMT | Link to Delivery Partner’s website from FCPF website |
| R-PP | Government | Paper or electronic distribution to relevant stakeholders | As soon as possible prior to or concurrent with submission to FMT |
| FMT | FCPF website | 14 days prior to relevant PC meeting |
| TAP’s synthesis R-PP review | FMT | FCPF website | 14 days prior to relevant PC meeting |
| Delivery Partner’s comments on R-PP | FMT | FCPF website | If available  |
| PC resolution on R-PP | FMT | FCPF website | 14 days after resolution by PC |
| Revised R-PP | FMT | FCPF website | 14 days after FMT finalizes completeness check  |
| Government | Paper or electronic distribution to relevant stakeholders | Concurrent with or as soon as possible after FMT posts revised R-PP |
| WB: PID and ISDSIDB: PP/TC Profile and ESSUNDP: Adapted PID or Adapted UN-REDD Submission Form | WB: TTLIDB: PTLUNDP: EEG | Delivery Partner’s website  | Prior to signature of Supplementary Grant (Readiness Preparation Grant) Agreement; also disclosed when updated.  |
| FMT | Link to Delivery Partner’s website from FCPF website |
| Conformed copy of signed Supplementary Grant Agreement | Government | Government website or equivalent | 30 days after receipt by the Delivery Partner of the fully executed copy of the agreement |
| WB: LEGIDB: PTLUNDP: EEG | Delivery Partner’s website  | 30 days after receipt by the Delivery Partner of the fully executed copy of the agreement |
| FMT | Link to Delivery Partner’s website from FCPF website |
| R-PP Assessment Note minus WB’s ORAF, IDB’s Risk Matrix or minus UNDP’s Risk and Issues Log. IDB will integrate this assessment in the ESS | FMT | FCPF website | 30 days after receipt by the Delivery Partner of the fully executed copy of the agreement  |
| ToRs for major studies undertaken for preparation of the Readiness Package | Government | Government website and local press | As early possible but at least 45 days prior to signature of relevant contract |
| Delivery Partner’s Aide Memoire from due diligence and supervision missions | WB: TTLIDB: PTLUNDP: EEG | Delivery Partner’s website  | As available, subject to agreement between the national government and the Delivery Partner |
| FMT | Link to Delivery Partner’s website from FCPF website |
| Progress report, including ToR for ESMF | Government | Paper or electronic distribution to relevant stakeholders | As soon as possible prior to or concurrent with submission to FMT |
| FMT | FCPF website | 14 days prior to relevant PC meeting |
| TAP’s synthesis progress report review, if applicable | FMT | FCPF website | 14 days prior to relevant PC meeting |
| Readiness Package, including ESMF | Government | Paper or electronic distribution to relevant stakeholders | As soon as possible prior to or concurrent with submission to FMT |
| FMT | FCPF website | 14 days prior to relevant PC meeting |
| TAP’s synthesis Readiness Package review  | FMT | FCPF website | 14 days prior to relevant PC meeting |
| PC resolution on Readiness Package | FMT | FCPF website | 14 days after resolution by PC |
| Final audited / certified financial project reports | WB: TTLIDB: PTLUNDP: EEG | Delivery Partner’s website | As available |
| FMT | Link to Delivery Partner’s website from FCPF website |
| Periodic monitoring report(WB GRM reportIDB PMR UNDP ARR) | WB: TTLIDB: PTLUNDP: EEG | Delivery Partner’s website | At least once per fiscal year, within 30 days after report becomes available  |
| FMT | Link to Delivery Partner’s website from FCPF website |
| Mid-term monitoring report(WB GRM reportIDB PMR/Mid-Term ReportUNDP ARR) | WB: TTLIDB: PTLUNDP: EEG |  Delivery Partner’s website | Before the relevant PC meeting |
| FMT | Link to Delivery Partner’s website from FCPF website |
| Completion report (WB final GRM reportIDB PCRUNDP final ARR) | WB: TTLIDB: PTLUNDP: EEG | Delivery Partner’s website | 30 days after completion report becomes available, or before the relevant PC meeting, whichever comes first |
| FMT | Link to Delivery Partner’s website from FCPF website |
| Conformed copy of Transfer Agreement between Trustee and Delivery Partner | WB: LEGIDB: LEGUNDP: EEG | Delivery Partner’s website | Within 30 days after countersignature  |
| FMT | FCPF website |