



FRAMEWORK CONVENTION ON CLIMATE CHANGE - Secretariat
CONVENTION - CADRE SUR LES CHANGEMENTS CLIMATIQUES - Secrétariat

Executive Secretary
Secrétaire exécutive

06 April 2011
CAS/PART/SB 34/11
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NOTIFICATION
United Nations Climate Change Conference, Bonn
6 to 17 June 2011

I wish to notify Parties and observer States to the United Nations Framework Convention on Climate Change and its Kyoto Protocol of the forthcoming sessions under the Convention and its Kyoto Protocol:

- Thirty-fourth session of the Subsidiary Body for Scientific and Technological Advice (SBSTA 34), Monday 6 to Thursday 16 June 2011;
- Thirty-fourth session of the Subsidiary Body for Implementation (SBI 34), Monday 6 to Thursday 16 June 2011;
- The second part of the sixteenth session of the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol (AWG-KP 16), Tuesday 7 to Friday 17 June 2011;
- The second part of the Fourteenth session of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention (AWG-LCA 14), Tuesday 7 to Friday 17 June 2011.

The sessions will be held at the Hotel Maritim, Godesberger Allee, 53175 Bonn, Germany.

It would be appreciated if the names, titles and addresses (including telephone, fax and e-mail) of the representatives for the sessions could be communicated to the secretariat **not later than Friday, 6 May 2011**, at the following address:

Climate Change Secretariat
P.O. Box 260 124
53153 Bonn, Germany
Fax: +49 229 815 1855
E-mail: <sessions@unfccc.int>. (Please use this address for all matters concerning nominations)

Distribution: To all Parties and observer States through national focal points for climate change and diplomatic missions accredited to the Federal Republic of Germany.



Three annexes are attached to this notification. Annex I contains the adopted agenda of the AWG-KP 14. The provisional agendas for the sessions of the SBSTA 34 and SBI 34 and the AWG-LCA 14 will be notified in due course.

Annex II contains information on the preparatory meetings of the Least Developed Countries, Small island developing States, the African Group and the Group of 77 and China.

Annex III contains information for participants. Additional information will be posted soon on the UNFCCC website <www.unfccc.int>.

Yours sincerely,

(signed by)

Christianiana Figueres



Annex I

**Agenda of the sixteenth session of the Ad Hoc Working Group on Further
Commitments for Annex I Parties under the Kyoto Protocol**

Bonn, Germany, 7–17 June 2011

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Organization of the work of the session;
 - (c) Election of officers.
3. Consideration of further commitments for Annex I Parties under the Kyoto Protocol.
4. Other matters.
5. Report on the session.

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Annex II

List of preparatory meetings

Least developed countries (LDCs)	31 May to 1 June 2011	Bundesministerium für Umwelt, Naturschutz und Reaktorsicherheit (BMU) (Federal Ministry for the Environment, Nature Conservation and Nuclear Safety) Robert Schuman Platz 3 53175 Bonn
Small island developing States (SIDS)	2 to 3 June 2011	Hotel Maritim
African Group	2 to 3 June 2011	Hotel Maritim
Group of 77 and China	4 to 5 June 2011	Hotel Maritim

Annex III**Information for participants**

Essential documents	Please consult the UNFCCC website < http://maindb.unfccc.int/library > for all available documents.
Funding	<i>A separate communication will be sent to eligible Parties</i>
Visas	<p>All foreign delegates entering the Federal Republic of Germany must have a valid passport. Participants requiring a visa for Germany, or a transit visa, are strongly encouraged to contact the appropriate consular authorities as soon as this notification is received. The issuance of a visa for the Schengen States may take up to two weeks from the date of submission of the visa application. To facilitate the issuance of a visa, a copy of this notification should be attached to the visa request. For more information, please visit the website of the Federal Foreign Office:</p> <p><http://www.auswaertiges-amt.de/diplo/en/Startseite.html> (also available in French and Spanish).</p>
Hotels	<p>Representatives who require assistance in making a hotel reservation in Bonn should contact:</p> <p>Tourismus & Congress GmbH Adenauerallee 131 D-53113 Bonn Telephone: +49 228 910 4170 Fax: +49 228 910 4177 E-Mail: <info@bonn-region.de></p>
Registration	<ul style="list-style-type: none">• All participants are requested to register upon arrival at the desk located in the Hotel Maritim.• A valid photo ID should be presented to the registration staff.• Early registration on Thursday, 2 June, is highly recommended in order to avoid delays. <p>Registration times:</p> <p>Thursday, 2 to Sunday, 5 June 2011 from 9 a.m. to 6 p.m.</p> <p>Monday, 6 to Thursday 16 June 2011, from 8 a.m. to 7 p.m.</p> <p>Friday, 17 June 2011, from 8 a.m. to 6 p.m.</p> <p>Double registration for the session is not permitted (i.e., observer organization representative and State representative or observer organization representative and press/media representative).</p>
Badges	<p>Badges are essential in order for participants to gain access to the premises. They are issued only on the basis of a letter of nomination from Parties, observer States or observer organizations. For security reasons, all participants are requested to wear their badges at all times.</p>

Side events	<p>Applications for Side Events and Exhibits can only be received through the Side Events and Exhibits Online Registration System within the respective application period:</p> <p>Tuesday, 12 April, 11 a.m. Central European Time (CET) to Friday, 15 April, 5 p.m. (CET)</p> <p>For further information on the application process, please consult the UNFCCC website at the following link:</p> <p><http://regserver.unfccc.int/seors></p> <p>Organizers, speakers and participants at side events and exhibits must be nominated by the nomination deadline as representatives of Parties or admitted observer organizations for the sessions, in order to gain access to the premises.</p> <p>Exhibit organizers who are issued a photo badge will be granted access to the Hotel Maritim as of Sunday, 5 June, from 1:00 p.m. to 6:00 p.m.</p>
Disclaimers	<p>Participants are strongly recommended to obtain international medical insurance for the period of participation. The United Nations and the Convention secretariat disclaim all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property and for any other costs or losses that may be incurred during travel time or the period of participation.</p> <p>In the interest of security and safety of all participants and the smooth development of the sessions, the Convention secretariat reserves the right to deny and/or restrict access to the conference premises, or to request registered participants to leave the premises. The Convention secretariat shall not be responsible for any or all expenses incurred by nominated participants who are requested to leave the premises, refused registration or access to the sessions for which they have been nominated and/or registered as participants.</p>
Press briefings	<p>In order that the secretariat can provide adequate logistical and technical facilities, it would be useful to know to what extent observer organizations intend to brief the press/media during the forthcoming sessions, which they are very welcome to do. Responses should be addressed directly to the UNFCCC Press Office,</p> <p>Telephone: +49 228 815 1005, fax: +49 228 815 1856, E-mail: <press@unfccc.int>.</p>
