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## **NOTIFICATION**

### **Second Forum of the Standing Committee on Finance Theme: “Mobilizing adaptation finance”**

**Montego Bay, Jamaica  
21–22 June 2014**

On behalf of the members of the Standing Committee on Finance (SCF), I am pleased to inform constituencies of admitted non-governmental organizations that the second forum of the SCF will be held in Montego Bay, Jamaica, from 21–22 June 2014. The draft programme of the forum, as well as the information for participants, has been posted on the web page of the forum (<https://unfccc.int/8138>). It will be held back to back with the Climate Investment Funds Partnership Forum, which will take place from 23–24 June 2014 in the same venue (<https://www.climateinvestmentfunds.org/cif/event-partnership/2014>).

The Conference of the Parties (COP), at its sixteenth session, established the SCF to assist the COP in exercising its functions with respect to the financial mechanism of the Convention in terms of improving coherence and coordination in the delivery of climate change financing, rationalization of the financial mechanism, mobilization of financial resources and measurement, reporting and verification of support provided to developing country Parties. At COP 17, Parties further defined the roles and functions of the SCF and requested the Committee to organize a forum for the communication and continued exchange of information among bodies and entities dealing with climate change finance in order to promote linkages and coherence. At COP 18, Parties invited the SCF to consider focusing its second forum on mobilizing finance for adaptation from both public and private sectors.

The members of the SCF encourage experts in the field of climate finance to participate and contribute to the discussions during the forum. In order to ensure transparency and inclusiveness, the members have requested that an open invitation is made to all Parties and observer organizations for participation at the forum.

<b>Distribution:</b> To constituency focal points of non-governmental organizations admitted as observers by the Conference of the Parties.
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Representatives from admitted NGOs nominated by the Constituency Focal Points must register for the meeting using the Observer Registration Form for NGOs, which is sent to Constituency Focal Points. Once the Constituency Focal Points confirm the nomination(s), they should forward the registration form to the secretariat using the following email address:

[cool@unfccc.int](mailto:cool@unfccc.int)

The deadline for registration is **Friday, 30 May 2014**. In view of the need to confirm the arrangements for the meeting as early as possible, please be advised that the secretariat may not be in a position to process observer registration forms for NGOs received after this deadline.

Kindly note that the secretariat does not provide any arrangements for travel, visa, medical, accident and travel insurance, nor does it provide compensation in case of death or disability, loss or damage to personal property and/or cover any other costs or losses that participants may incur during travel time or the forum period. It is therefore strongly recommended that international medical and/or travel insurance cover for the period of participation of your participants be arranged prior to departure. Additionally, should participants require an entry visa for Jamaica, and/or other transit visas, we strongly encourage them to contact appropriate consular authorities as soon as possible. A copy of this invitation should be attached to the visa request form in order to facilitate issuance. The secretariat will be pleased to provide further assistance or advice, if required.

Should you require further information or wish to discuss substantive matters, please contact the secretariat at [standingcommittee@unfccc.int](mailto:standingcommittee@unfccc.int).

The members of the SCF would also like to inform you that the forum will additionally make use of online activities, including the virtual platform. You are also encouraged to actively participate in and contribute to the future online activities of this forum (<http://unfccc.int/7552>).

We look forward to welcoming you at the forum.

Yours sincerely,

(signed by)

Dechen Tsering (Ms.)  
Coordinator  
Finance, Technology and Capacity-building Programme