



United Nations
Climate Change Secretariat

Executive Secretary

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Secrétariat sur les changements climatiques

Secrétaire exécutive

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NOTIFICATION

Second workshop on long-term finance

**Cape Town, South Africa
1–3 October 2012**

On behalf of the Co-chairs of the work programme on long-term finance, I am pleased to invite constituency focal points to nominate participants from your constituency to attend the second workshop on long-term finance to be held in Cape Town, South Africa, from 1–3 October 2012. The draft programme of the workshop will be posted shortly on the web page¹ of the work programme.

The Conference of the Parties (COP), at its seventeenth session, decided to undertake a work programme on long-term finance in 2012, including workshops, to progress on long-term finance in the context of decision 1/CP.16, paragraphs 97–101. The aim of the work programme is to contribute to the on-going efforts to scale up the mobilization of climate change finance after 2012. It will analyse options for the mobilization of resources from a wide variety of sources, public and private, bilateral and multilateral, including alternative sources and relevant analytical work on the climate-related financing needs of developing countries.

The Co-chairs of the work programme encourage you to nominate experts in the field of climate finance to stimulate and contribute to the discussions during the workshop. In order to ensure transparency and inclusiveness, the Co-chairs have requested that an invitation is made to observer organizations for participation at the workshop. Due to space constraints, a limited number of seats are assigned per constituency. This is in accordance with the policy² on limited access meetings. The specific number of seats will be communicated to constituency focal points.

Distribution: To constituency focal points of non-governmental organizations admitted as observers by the Conference of the Parties.

¹ <http://unfccc.int/cooperation_support/financial_mechanism/long-term_finance/items/6814.php>.

² <http://unfccc.int/files/parties_and_observers/ngo/application/pdf/constituency_2011_english.pdf>



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We request that constituency focal points complete the separate workshop participant registration form, and return it to us **no later than 7 September 2012**, either by fax (+49 228 815 1999) or by e-mail (cool@unfccc.int). Logistical details of the workshop will be communicated to the participants in due course.

Kindly note that the secretariat does not provide any arrangements for 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 workshop period. It is therefore strongly recommended that comprehensive international medical and/or travel insurance cover for the period of participation of your participants be arranged prior to departure. Additionally, should your nominees require an entry visa for South Africa, 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 Mr. Marenglen Gjonaj (Phone +49 228 815 1335 or e-mail mgjonaj@unfccc.int). For questions on administrative matters, please contact Ms. Magdalena Wegrzyniak (Phone: +49 228 8151134 or e-mail mwegrzyniak@unfccc.int) at the UNFCCC secretariat.

Additionally, please be informed that various online activities of the work programme will be organized over the coming weeks, including a continuous e-forum and webinars. The co-chairs would like to encourage active participation by all Parties and relevant stakeholders in those activities. Further information and details, as well as a timeline for said activities can be found on the web page³ of the work programme on long-term finance.

We look forward to welcoming you at the workshop.

Yours sincerely,

(signed by Vitaly Matsarski for)

Christiana Figueres

³ <http://unfccc.int/cooperation_support/financial_mechanism/long-term_finance/items/6814.php>.