



FRAMEWORK CONVENTION ON CLIMATE CHANGE - Secretariat

CONVENTION - CADRE SUR LES CHANGEMENTS CLIMATIQUES - Secrétariat

Executive Secretary
Secrétaire exécutif

Bonn, 12 October 2009

Ref: CAS/PART/COP15/09

Page 1 of 13

NOTIFICATION

Copenhagen 2009: United Nations Climate Change Conference

I am pleased to notify all intergovernmental organizations (IGOs) and non-governmental organizations (NGOs) admitted as observers by the Conference of the Parties of the forthcoming sessions that will take place from 7 to 18 December 2009, at the Bella Center, Center Boulevard 5, 2300 Copenhagen S, Denmark:

- The fifteenth session of the Conference of the Parties (COP 15)
- The fifth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP 5)
- The thirty-first session of the Subsidiary Body for Scientific and Technological Advice (SBSTA 31)*
- The thirty-first session of the Subsidiary Body for Implementation (SBI 31)*
- The tenth session of the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol (AWG-KP 10)
- The eighth session of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention (AWG-LCA 8).

It would be appreciated if the names, titles and contact details (including address, mobile phone, fax and e-mail) of the nominated representatives for the sessions could be communicated by each observer organization, through its designated contact point for climate change, as soon as possible and not later than **Friday, 13 November 2009** at the following address:

Climate Change Secretariat
P.O. Box 260 124
53153 Bonn
Germany
Fax: +49 228 815 1855
E-mail: <sessions@unfccc.int>

* Exact dates within the sessional period are subject to confirmation.

Distribution: To all intergovernmental organizations and non-governmental organizations admitted as observers by the Conference of the Parties.



Two annexes are attached to this notification: Annex I contains the provisional agendas for COP 15, CMP 5, SBSTA 31 and SBI 31. The provisional agendas for AWG-KP 10 and AWG-LCA 8 will be provided after the resumed ninth session of the AWG-KP and the resumed seventh session of the AWG-LCA which will be held in Barcelona from 2 to 6 November 2009.

Annex II offers useful information for participants, including important guidelines for the issuance of visas. Useful information on the sessions will soon be posted on the UNFCCC website <www.unfccc.int>.

Yours sincerely,

Yvo de Boer

Annex 1**Provisional agendas****Provisional agenda of the
Conference of the Parties at its fifteenth session**

Symbols of documents for each agenda item are indicated. Please consult <<http://maindb.unfccc.int/library>> for updated information, including a full list of relevant documents and titles.

1. Opening of the session
2. Organizational matters
 - (a) Election of the President of the Conference of the Parties at its fifteenth session
 - (b) Adoption of the rules of procedure
FCCC/CP/1996/2
 - (c) Adoption of the agenda
FCCC/CP/2009/1
 - (d) Election of officers other than the President
 - (e) Admission of organizations as observers
FCCC/CP/2009/8
 - (f) Organization of work, including the sessions of the subsidiary bodies
FCCC/CP/2009/1 and Add.1; FCCC/SBSTA/2009/4; FCCC/SBI/2009/9; FCCC/AWGLCA/2009/X
 - (g) Dates and venues of future sessions
 - (h) Adoption of the report on credentials
3. Reports of the subsidiary bodies and decisions and conclusions arising therefrom
 - (a) Report of the Subsidiary Body for Scientific and Technological Advice
FCCC/SBSTA/2009/3 and Add.1
 - (b) Report of the Subsidiary Body for Implementation
FCCC/SBI/2009/8 and Add.1
4. Report of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention
FCCC/AWGLCA/2008/17; FCCC/AWGLCA/2009/3; FCCC/AWGLCA/2009/5; FCCC/AWGLCA/2009/9; FCCC/AWGLCA/2009/10; FCCC/AWGLCA/2009/X



5. Consideration of proposals by Parties under Article 17 of the Convention
*FCCC/CP/2009/3; FCCC/CP/2009/4; FCCC/CP/2009/5; FCCC/CP/2009/6;
FCCC/CP/2009/7*
6. Consideration of a proposal by Malta for an amendment to Annex I to the Convention
FCCC/CP/2009/2
7. Review of implementation of commitments and of other provisions of the Convention
 - (a) Financial mechanism of the Convention
 - (i) Fourth review of the financial mechanism
 - (ii) Report of the Global Environment Facility to the Conference of the Parties and guidance to the Global Environment Facility
FCCC/CP/2009/9
 - (iii) Assessment of the Special Climate Change Fund
 - (b) National communications
 - (i) National communications from Parties included in Annex I to the Convention
 - (ii) National communications from Parties not included in Annex I to the Convention
 - (c) Development and transfer of technologies
 - (d) Capacity-building under the Convention
 - (e) Reducing emissions from deforestation in developing countries: approaches to stimulate action
 - (f) Implementation of Article 4, paragraphs 8 and 9, of the Convention
 - (i) Implementation of the Buenos Aires programme of work on adaptation and response measures (decision 1/CP.10)
 - (ii) Matters relating to the least developed countries
 - (g) Other matters referred to the Conference of the Parties by the subsidiary bodies
8. Administrative, financial and institutional matters
 - (a) Budget performance in the biennium 2008–2009
 - (b) Programme budget for the biennium 2010–2011
9. High-level segment
10. Statements by observer organizations



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11. Other matters
 12. Conclusion of the session
 - (a) Adoption of the report of the Conference of the Parties on its fifteenth session
 - (b) Closure of the session



**Provisional agenda of the
Conference of the Parties serving as the meeting of the Parties
to the Kyoto Protocol at its fifth session**

Symbols of documents for each agenda item are indicated. Please consult <<http://maindb.unfccc.int/library>> for updated information, including a full list of relevant documents and titles.

1. Opening of the session
2. Organizational matters
 - (a) Adoption of the agenda
FCCC/KP/CMP/2009/1
 - (b) Election of replacement officers
 - (c) Organization of work, including the sessions of the subsidiary bodies
FCCC/KP/CMP/2009/1 and Add.1; FCCC/SBSTA/2009/4; FCCC/SBI/2009/9; FCCC/KP/AWG/2009/X
 - (d) Approval of the report on credentials
3. Reports of the subsidiary bodies and decisions and conclusions arising therefrom
 - (a) Report of the Subsidiary Body for Scientific and Technological Advice
FCCC/SBSTA/2009/3 and Add.1
 - (b) Report of the Subsidiary Body for Implementation
FCCC/SBI/2009/8 and Add.1
4. Report of the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol
FCCC/KP/AWG/2009/5; FCCC/KP/AWG/2009/9; FCCC/KP/AWG/2009/X
5. Consideration of proposals by Parties for amendments to the Kyoto Protocol
FCCC/KP/CMP/2009/2; FCCC/KP/CMP/2009/3; FCCC/KP/CMP/2009/4; FCCC/KP/CMP/2009/5; FCCC/KP/CMP/2009/6; FCCC/KP/CMP/2009/7; FCCC/KP/CMP/2009/8; FCCC/KP/CMP/2009/9; FCCC/KP/CMP/2009/10; FCCC/KP/CMP/2009/11; FCCC/KP/CMP/2009/12; FCCC/KP/CMP/2009/13
6. Issues relating to the clean development mechanism
FCCC/KP/CMP/2009/16
7. Issues relating to joint implementation
FCCC/KP/CMP/2009/18
8. Report of the Compliance Committee
FCCC/KP/CMP/2009/17



9. Adaptation Fund
 - (a) Report of the Adaptation Fund Board
FCCC/KP/CMP/2009/14
 - (b) Review of the Adaptation Fund
10. Amendment of the Kyoto Protocol in respect of procedures and mechanisms relating to compliance
11. Review of implementation of commitments and of other provisions of the Kyoto Protocol
 - (a) Report of the administrator of the international transaction log under the Kyoto Protocol
FCCC/KP/CMP/2009/19
 - (b) National communications from Parties included in Annex I to the Convention: reporting and review
 - (c) Annual compilation and accounting report for Annex B Parties under the Kyoto Protocol
FCCC/KP/CMP/2009/15; FCCC/KP/CMP/2009/15/Add.1
 - (d) Capacity-building under the Kyoto Protocol
 - (e) Matters relating to Article 3, paragraph 14, of the Kyoto Protocol
 - (f) Matters relating to Article 2, paragraph 3, of the Kyoto Protocol
12. Administrative, financial and institutional matters
 - (a) Budget performance in the biennium 2008–2009
 - (b) Programme budget for the biennium 2010–2011
13. Other matters referred to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol by the subsidiary bodies
14. High-level segment
15. Statements by observer organizations
16. Other matters
17. Conclusion of the session
 - (a) Adoption of the report of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol on its fifth session
 - (b) Closure of the session



**Provisional agenda of the
Subsidiary Body for Scientific and Technological Advice at its
thirty-first session**

1. Opening of the session
2. Organizational matters
 - (a) Adoption of the agenda
FCCC/SBSTA/2009/4
 - (b) Organization of the work of the session
FCCC/SBSTA/2009/4
 - (c) Election of officers other than the Chair
 - (d) Election of replacement officers
3. Nairobi work programme on impacts, vulnerability and adaptation to climate change
*FCCC/SBSTA/2009/5; FCCC/SBSTA/2009/6; FCCC/SBSTA/2009/7; FCCC/SBSTA/2009/INF.5;
FCCC/SBSTA/2009/MISC.9; FCCC/SBSTA/2009/MISC.10; FCCC/TP/2009/2*
4. Development and transfer of technologies
FCCC/SB/2009/4; FCCC/SB/2009/4/Summary; FCCC/SB/2009/INF.6
5. Reducing emissions from deforestation in developing countries: approaches to stimulate action
6. Research and systematic observation
FCCC/SBSTA/2009/MISC.12
7. Methodological issues under the Convention
 - (a) Annual report on the technical review of greenhouse gas inventories from Parties included in Annex I to the Convention
FCCC/SBSTA/2009/INF.4
 - (b) Emissions from fuel used for international aviation and maritime transport
8. Methodological issues under the Kyoto Protocol
 - (a) Implications of the establishment of new hydrochlorofluorocarbon-22 (HCFC-22) facilities seeking to obtain certified emission reductions for the destruction of hydrofluorocarbon-23 (HFC-23)
 - (b) Carbon dioxide capture and storage in geological formations as clean development mechanism project activities
FCCC/SBSTA/2009/MISC.11
 - (c) Common metrics to calculate the CO₂ equivalence of greenhouse gases



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9. Matters relating to Article 2, paragraph 3, of the Kyoto Protocol
 10. Other matters
 11. Report on the session



**Provisional agenda of the
Subsidiary Body for Implementation at its thirty-first session**

1. Opening of the session
2. Organizational matters
 - (a) Adoption of the agenda
FCCC/SBI/2009/9
 - (b) Organization of the work of the session
FCCC/SBI/2009/9
 - (c) Election of officers other than the Chair
 - (d) Election of replacement officers
3. National communications and greenhouse gas inventory data from Parties included in Annex I to the Convention
 - (a) Report on national greenhouse gas inventory data from Parties included in Annex I to the Convention for the period 1990–2007
FCCC/SBI/2009/12
 - (b) Status report on the review of fourth national communications and preparations for the review of fifth national communications
FCCC/SBI/2009/INF.9
4. National communications from Parties not included in Annex I to the Convention
 - (a) Provision of financial and technical support
FCCC/SBI/2009/INF.11; FCCC/CP/2009/9
 - (b) Information contained in national communications from Parties not included in Annex I to the Convention
 - (c) Further implementation of Article 12, paragraph 5, of the Convention
5. Financial mechanism of the Convention
 - (a) Fourth review of the financial mechanism
FCCC/SBI/2009/MISC.10
 - (b) Report of the Global Environment Facility to the Conference of the Parties and guidance to the Global Environment Facility
FCCC/CP/2009/9
 - (c) Assessment of the Special Climate Change Fund
FCCC/SBI/2009/MISC.9



6. Matters relating to Article 4, paragraphs 8 and 9, of the Convention
 - (a) Progress on the implementation of decision 1/CP.10
FCCC/SBI/2009/MISC.11
 - (b) Matters relating to the least developed countries
FCCC/SBI/2009/13
7. Development and transfer of technologies
FCCC/SB/2009/INF.6; FCCC/SB/2009/4; FCCC/SB/2009/4/Summary; FCCC/SBI/2009/14
8. Capacity-building under the Convention
FCCC/SBI/2009/4; FCCC/SBI/2009/5; FCCC/SBI/2009/MISC.1; FCCC/SBI/2009/MISC.2; FCCC/CP/2009/9; FCCC/SBI/2009/10; FCCC/SBI/2009/MISC.8
9. Capacity-building under the Kyoto Protocol
FCCC/SBI/2009/4; FCCC/SBI/2009/5; FCCC/SBI/2009/MISC.1; FCCC/SBI/2009/MISC.2; FCCC/SBI/2009/10; FCCC/SBI/2009/MISC.8
10. Reporting and review of information submitted by Parties included in Annex I to the Convention that are also Parties to the Kyoto Protocol
FCCC/SBI/2009/INF.8
11. Matters relating to Article 3, paragraph 14, of the Kyoto Protocol
12. Report of the administrator of the international transaction log under the Kyoto Protocol
FCCC/KP/CMP/2009/19
13. Annual compilation and accounting report for Annex B Parties under the Kyoto Protocol
FCCC/KP/CMP/2009/15; FCCC/KP/CMP/2009/15/Add.1
14. Administrative, financial and institutional matters
 - (a) Budget performance for the biennium 2008–2009
FCCC/SBI/2009/11; FCCC/SBI/2009/INF.10
 - (b) Continuing review of the functions and operations of the secretariat
FCCC/SBI/2009/11
 - (c) Privileges and immunities for individuals serving on constituted bodies established under the Kyoto Protocol
15. Other matters
16. Report on the session



Annex II

Guide for Participants

Visas	<p>All foreign delegates entering Denmark must have a valid passport. Participants requiring a visa for Denmark, or a transit visa, are strongly encouraged to contact the appropriate consular authorities immediately upon receipt of this notification. 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 Ministry of Foreign Affairs Denmark: <http://www.um.dk/en/menu/ConsularServices/DanishVisaRules/?WBCMODE=PresentationUnpublish>.</p>
Hotels	<p>The Government of Denmark wishes to inform participants that they are strongly encouraged to register through the Nordic Hotel Group (NHG) booking system to secure their accommodation for Copenhagen. Transport and security will be provided during the conference based on these bookings. If participants make their own accommodation arrangements, they run the risk of excluding themselves from these arrangements.</p> <p>Accommodation requests can be registered at <www.cop15.nhg.dk>.</p>
Medical insurance	<p>Participants are strongly advised to obtain, before departure to Copenhagen, adequate and valid individual or group travel insurance to cover any expenses that may arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment.</p>
Influenza A (H1N1) Virus	<p>Information on this virus is available at the following link: <http://www.who.int/csr/disease/swineflu/frequently_asked_questions/about_disease/en/index.html>.</p>
Disclaimer	<p>The United Nations and the UNFCCC 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. In this context, participants are strongly recommended to obtain international medical insurance for the period of participation.</p>
Registration	<ul style="list-style-type: none">• All participants are requested to register upon arrival at the Registration desk located at the Bella Center.• A valid photo ID should be presented to the registration staff.• As of 1 December 2009, the “no registration, no access” rule shall be strictly applied and will be enforced throughout the period of the sessions.• Early registration on 1 December 2009 is highly recommended to avoid delay on the first morning of the sessions. <p>Opening hours From Tuesday, 1 December 2009 to Sunday, 6 December 2009, from 9 a.m. to 6 p.m. (No access past registration desk for observer organizations)</p> <p>From Monday, 7 December 2009 to Friday, 18 December 2009, from 8 a.m. to 6 p.m.</p> <p>Double registration for the session is not permitted (i.e. State representative and observer organization representative, or State representative and press/media representative).</p>



Badges	Badges are required for participants to gain access to the premises. They are issued only on the basis of a letter of nomination from the designated focal point for admitted observer organizations. For security reasons, all participants are requested to wear their badge at all times.
Side events and Exhibits	The schedule of side events and list of exhibits will be available in November 2009 on the UNFCCC website: < http://regserver.unfccc.int/seors?session_id=COP15 >.
Rental of offices on a commercial basis	Information on the booking of delegation offices can be found at: < http://www.delegations.bellacenter.dk/english/delegation+facilities >.
Press Briefing	IGOs and NGOs wishing to organize a press briefing should contact the UNFCCC Press Office < press@unfccc.int >. Press briefings are thirty minutes in duration and organizers are responsible for inviting Press themselves.
Materials for distribution	Parties and admitted organizations with materials for distribution are requested to contact the Observer Organization's Liaison Officer, < cool@unfccc.int >, for information on the ...inSide climate change publications counter. This provides a focus for climate change related information and helps to reduce wastage of paper. This service is for those without dedicated exhibits and with limited amounts of material for distribution.
Documents	Please consult the UNFCCC website < http://maindb.unfccc.int/library > for all available documents.

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Sample nomination letter
(With a letter head of the organization)

Date:

UNFCCC secretariat
Martin-Luther-King-Strasse 8
P.O. Box 260 124, 53153 Bonn
Germany
Fax: +49 228 815 1999
E-mail: <sessions@unfccc.int>

Dear Mr. de Boer,

Further to your notification to all intergovernmental and non-governmental organizations admitted as observers by the Conference of the Parties at its previous sessions, I am pleased to inform you that **(Name of ORGANIZATION)** will nominate the following representatives to attend the United Nations Climate Change Conference that will take place from 7 to 18 December in Copenhagen, Denmark.

Delegation members to be listed as follows:
--

1. Head of Delegation
Name: [Title (Mr./Ms.) First name, Last name]
Position:
Organization:
Address:
Mobile:
E-mail:
2. Name: [Title (Mr./Ms.) First name, Last name]
Position:
Organization:
Address:
Mobile:
E-mail:
3. [continued as necessary]

Taking into consideration that the UNFCCC secretariat does not acknowledge receipt of nominations in writing, **(Name of ORGANIZATION)** will provide each aforementioned representative with a copy of this letter for eventual presentation at the Conference registration desk in Copenhagen. In case of change or addition of names, **(Name of ORGANIZATION)** will submit a consolidated list of representatives before the deadline of **13 November 2009**.

Any nominees requiring visa support are noted in bold.

Thank you for your attention to this matter.

Yours sincerely,

Signed by: (Designated CONTACT POINT or HEAD of the admitted organization)
Name and position



**Guidelines
for the participation of representatives
of non-governmental organizations
at meetings of the bodies of the
United Nations Framework
Convention on Climate Change**

March 2003

Roles of the secretariat and non-governmental organizations

The security of the venues for sessions and meetings of the Convention bodies is the responsibility of the secretariat. The Executive Secretary has the authority to take any action necessary to maintain this security, including denying access to the venues.

Non-governmental organizations are responsible for the conduct of each of their representatives. Any behaviour not consistent with these guidelines may have an impact on the participation of the organization and/or of the individual.

The secretariat welcomes the full support of participants in maintaining an ambience conducive to intergovernmental discussions and negotiations, and to open and fruitful dialogue between Parties and observers.

The secretariat encourages non-governmental organizations and their representatives to liaise with the secretariat during sessions on matters or concerns related to their participation.

For further information on these guidelines or on observer participation at sessions please contact:
Megumi Endo
Observer Organization Liaison Officer, Climate Change secretariat
PO Box 260 124, D- 53153, Germany
Telephone: (49-228)-8151523
Fax: (49-228)-8151999
cool@unfccc.int

**Guidelines for the participation of
representatives of non-governmental organizations
at meetings of the bodies of the
United Nations Framework Convention on Climate Change¹**

Introduction

Meetings of the Convention bodies are convened for negotiations between Parties to the Convention. According to Article 7, paragraph 6, of the Convention “[a]ny body or agency, whether national or international, governmental or non-governmental, which is qualified in matters covered by the Convention, and which has informed the secretariat of its wish to be represented at a session of the Conference of the Parties as an observer, may be so admitted unless at least one third of the Parties present object. The admission and participation of observers shall be subject to the rules of procedure adopted by the Conference of the Parties.”

Since the early days of the climate change Convention, non-governmental organizations (NGOs) have been actively involved, attending sessions and exchanging views with other participants, including delegates. It is recognized that this involvement allows vital experience, expertise, information and perspectives from civil society to be brought into the process to generate new insights and approaches. Furthermore, the access and participation of observers to the process promotes transparency in this increasingly complex universal problem. Such participation flourishes in an atmosphere of mutual trust which acknowledges respect for others and their opinions, and takes into account the nature of intergovernmental sessions.

To promote a harmonious atmosphere supportive of discussions and negotiations at intergovernmental meetings and to encourage the effective participation of observers in the process, the secretariat has prepared guidelines for appropriate conduct during attendance at meetings of bodies of the United Nations Framework Convention on Climate Change (hereinafter referred to as UNFCCC) at whatever premises are used for such meetings (hereinafter referred to as venues). These guidelines are not exhaustive but seek to provide information reflecting current practice regarding attendance of observers at sessions and meetings of the UNFCCC. They are in line with those governing NGO participation at sessions of other bodies in the United Nations system.

Any infringement of these guidelines would normally be resolved following consultations between the secretariat and the responsible organizations and individuals.

¹.....These guidelines shall apply mutatis mutandis to meetings of bodies of the Kyoto Protocol.

A. Access

1. Only representatives, whose names have been communicated to the secretariat through the designated contact points of NGOs admitted to sessions of the Conference of the Parties, in accordance with Article 7, paragraph 6, of the Convention, shall be registered and receive a badge.
2. Badges issued at registration shall be worn visibly at all times.
3. Participants shall be prepared to verify their identity upon the request of United Nations officials or security staff.
4. Representatives shall normally be at least 18 years of age. Younger representatives may be registered at the discretion of the secretariat.

B. Etiquette and safety

1. Representatives of NGOs admitted to sessions of the Conference of the Parties² shall cooperate with, and comply with requests and instructions from, United Nations officials and security staff regarding the use of facilities and access to and conduct within the venues.
2. No participant shall harass or threaten any other participant.
3. Interfering with the movement of participants at any time or location within the venues is not permitted.
4. The flags and any officially recognized symbols of the United Nations and of its member States shall not be treated with disrespect.

²..... Representatives of non-governmental organizations admitted to sessions of the Conference of the Parties will hereinafter be referred to as non-governmental observers.

C. Participation

1. The participation of non-governmental observers in the proceedings of meetings, and of open-ended contact groups, is governed by rules 7 and 30 of the draft rules of procedure of the Conference of the Parties being applied, contained in FCCC/CP/1996/2, and by decision 18/CP.4. In this context, meetings designated as CLOSED are not open to observers.

D. Information materials

1. Only United Nations officials may distribute materials in official meeting rooms.
2. Posters may be displayed only at designated locations, and only with prior permission from the secretariat. The posting of notices for authorized events does not require prior permission from the secretariat, provided that they are posted only in designated locations.
3. Documents may be displayed at the designated locations, provided that there is enough space and that they are relevant to the negotiations. A sample of the documents should be deposited with the secretariat for its library. Documents for display should be clearly marked with the name of the responsible organization.
4. Other materials relevant to the negotiations may be distributed at appropriate locations in consultation with the secretariat.
5. Non-governmental observers shall refrain from using the UNFCCC venues for unauthorized demonstrations, and when distributing written materials shall respect other participants' social, cultural, religious or other opinions and refrain from personal attacks.



Use of cameras and audio/video recording devices by participants at sessions of the United Nations Framework Convention on Climate Change and other meetings and workshops

The taking of still photographs and making of audio or video recordings within a United Nations-designated conference venue is subject to the guidelines below, and, as required, other guidance or instruction as deemed necessary by the secretariat of the United Nations Framework Convention on Climate Change (UNFCCC) secretariat or United Nations (UN) security¹.

Taking of photographs

Photographs may be taken by participants within the United Nations designated conference venue's public areas, such as lobbies and corridors, and meeting rooms provided that such activities do not disrupt the activities or movements of participants or the security provisions of that area.

In the case of professional/commercial photographers accompanying a Party or observer organization delegation, the Party or observer organization is requested to identify such person(s) on their delegation list, and provide information on the purpose of the photographic assignment. Once approved by the secretariat, the professional/commercial photographer will be assisted by UN staff on site to complete their assignments, including an escort by UN staff or security into meeting rooms or other areas should this be requested. UNFCCC media accreditation provide for professional/commercial photographers from media organizations, including any needed assistance or guidance.

Making of video and audio recordings

Video and audio recordings by participants in public areas, such as lobbies and corridors, may be undertaken provided that such activities do not cause disruption to the activities or movements of participants or security provisions of that area. Those making recordings should, in advance, seek the permission of those they wish to record.

The making of audio and video recordings by Party or observer organization delegations during open and closed official meetings and in designated high-security zones is not permitted. The secretariat provides full audio and video recordings for all official open plenary meetings in audio format and webcast on the Internet. All webcast recordings are available from the secretariat's website.

In the case of professional/commercial audio, video or film producers and technicians accompanying a Party or an observer organization delegation is requested to identify such person(s) on their delegation list, and provide information on the purpose of the audio, video or film production. Once approved by the secretariat, the professional/commercial photographer will be assisted on site by UN staff to complete their assignments, including an escort by UN staff or security into meeting rooms or other areas should this be requested. UNFCCC media accreditation provide for radio and television as well as film production organizations, including any needed assistance or guidance.

¹ These guidelines are intended for government and observer organization delegations and do not change or replace current policies and arrangements regarding the use of cameras, radio or TV equipment by accredited media organizations at UNFCCC meetings.