



## NOTIFICATION

**TO/A:** Observer organizations  
to the UNFCCC

**DATE:** 6 November 1997

**REF:** IIS/HP/NGO/AGBM

**FROM/DE:** Michael Zammit Cutajar  
Executive Secretary

**Page 1 of 2**

**SUBJECT/OBJET:** Resumed eighth session of the Ad Hoc Group on the Berlin Mandate  
on 30 November 1997, from 3:00 p.m.

---

*This message is being sent to all intergovernmental organizations (IGOs) and non-governmental organizations (NGOs) admitted as observers by the Conference of the Parties at its first and second sessions, and to those observer organizations that have been provisionally admitted since COP 2 by the subsidiary bodies of the UNFCCC.*

1. Dates and venue

The Executive Secretary wishes to announce the resumed eighth session of the Ad Hoc Group on the Berlin Mandate to be held at the Kyoto International Conference Hall (KICH), Kyoto, Japan, on 30 November 1997, from 3:00 p.m. The first part of the eighth session was held in Bonn, Germany, from 22 to 31 October 1998, when it was decided to resume the session briefly immediately before the opening of the third session of the Conference of the Parties (COP 3).

2. Agenda and annotations to the agenda

The agenda adopted on 22 October 1997 at the first meeting of the eighth session of the Ad Hoc Group on the Berlin Mandate and the annotations to the agenda thereto will be the agenda and the annotations to the agenda for the resumed eighth session of the Ad Hoc Group on the Berlin Mandate. (Document FCCC/1997/6)

3. Participation

Those organizations participating at the third session of the Conference of the Parties (COP 3) in accordance with Article 7, paragraph 6 of the Convention, will be able to attend the resumed eighth session of the Ad Hoc Group on the Berlin Mandate.

**Replies to the COP 3 notification will be deemed to cover participation in the**



resumed eighth session of the Ad Hoc Group on the Berlin Mandate.

4. Registration

Registration for the resumed eighth session of the Ad Hoc Group of the Berlin Mandate will be as for COP 3.

5. List of participants

The list of participants at the resumed eighth session of the Ad Hoc Group on the Berlin Mandate will be included in the revised final list of participants of COP 3, which will be available on Wednesday, 10 December 1997.

\* \* \* \* \*

**INFORMATION FOR PARTICIPANTS**

Visas



Early contact with the consular authorities of Japan is strongly advised to allow sufficient time for a visa to be issued, as appropriate, before departure for Japan. To facilitate the issuance of a visa, a copy of this notification should be attached to the visa request.

#### Hotel reservations in Japan

Representatives who wish to receive assistance in making a hotel reservation in Kyoto may contact the following travel company, that has been designated by the Japan Travel Bureau:

MKI Travel 7 Conference Management Inc.,  
234 Laurier Ave, West,  
Ottawa, Ontario,  
Canada K1P 6K6.  
Telephone: (1-613) 237-9110  
Fax: (1-613)233-7813

Participants and embassies in Japan may contact:

Japan Travel Bureau, Kyoto Office,  
Convention Department,  
Kikuokaya Bldg. 5F, Himashi-shiokoji-cho, shimogyo-ku,  
Kyoto 600, Japan.  
Telephone: (81-75) 361-7241  
Fax: (81-75) 341-1028

#### Disclaimer

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. In this context it is strongly recommended to obtain international medical insurance for the period of participation.

#### Useful contacts in the secretariat

Secretary of the COP . . . . . Mr. Richard Kinley  
Coordinator of Conference Arrangements . . . . . Mr. Janos Pasztor  
Manager, Conference Support . . . . . Ms. Salwa Dallalah  
Liaison with Governments, and funding of delegates . Mr. Horacio Peluffo  
Liaison with Observer organizations . . . . . Ms. Azza Taalab  
Logistics, conference rooms . . . . . Ms. Francesca Foppiano

These contacts can be reached at the usual telephone number of the secretariat, at (49-228) 815-1000, except Ms. Taalab who can be reached in Geneva at (41-22) 979-9489.

**As from 25 November 1997 the secretariat can be reached at the Kyoto International Conference Hall:**



---

**Telephone: . . . . . (81-75)705-2701**  
**Fax: . . . . . (81-75)705-2702**



## Annex I

### **THIRD CONFERENCE OF THE PARTIES (Kyoto, 1-10 December 1997)**

#### **PROVISIONAL AGENDA**

1. Opening of the session:
  - (a) Statement by the President of the Conference at its second session;
  - (b) Election of the President of the Conference at its third session;
  - (c) Statement by the President;
  - (d) Addresses of welcome;
  - (e) Statement by the Executive Secretary.
  
2. Organizational matters:
  - (a) Status of ratification of the Convention;
  - (b) Adoption of the rules of procedure;
  - (c) Adoption of the agenda;
  - (d) Election of officers other than the President;
  - (e) Admission of organizations as observers;
  - (f) Organization of work, including the establishment of a sessional Committee of the Whole;
  - (g) Calendar of meetings of Convention bodies 1998-1999;
  - (h) Date and venue of the fourth session of the Conference of the Parties;
  - (i) Adoption of the report on credentials.
  
3. Review of the implementation of the Convention.
  - (a) Reports of the subsidiary bodies and matters arising therefrom:
    - (i) Reports of the Subsidiary Body for Scientific and



- Technological Advice;
  - (ii) Reports of the Subsidiary Body for Implementation;
  - (iii) Reports of the Ad Hoc group on the Berlin Mandate;
  - (iv) Reports of the Ad hoc Group on Article 13;
- (b) Development and transfer of technologies;
  - (c) Financial mechanism: report of the Global Environment Facility to the Conference;
  - (d) Second review of the adequacy of Article 4.2(a) and (b);
  - (e) Review of information and possible decisions under Article 4.2(f);
  - (f) Other matters relating to implementation.
4. Amendments to the Convention and its Annexes:
- (a) Proposal to amend Article 4.3;
  - (b) Proposal to amend Article 17;
  - (c) Proposals to amend Annexes I and II.
5. Adoption of a protocol or another legal instrument: fulfilment of the Berlin Mandate
6. High-level segment attended by ministers and other heads of delegation.
7. Other matters
8. Conclusions of the session:
- (a) Adoption of the report of the Conference of the Parties on its third session;
  - (b) Closure of the session.

**Annex II****TENTATIVE SCHEDULE OF MEETINGS FOR THE THIRD SESSION  
OF THE CONFERENCE OF THE PARTIES\***

<b>DATE</b>	<b>TIME</b>	<b>PLENARY</b>	<b>COMMITTEE OF THE WHOLE</b>
Monday, 1 December	10 a.m. - 11 a.m.	Item 1 (a), (b), (c), (d), (e)	
	11 a.m. - 1 p.m.	Item 2 (a), (b), (c), (d), (e) Item 3 (a) Item 2 (f)	
	3 p.m. - 6 p.m.	Item 2 (f) (Continued) Item 3 (b), (c)	Item 5
Tuesday, 2 December	10 a.m. - 1 p.m.	Informal consultations	Item 5
	3 p.m. - 6 p.m.	Informal consultations	Item 5
Wednesday, 3 December	10 a.m. - 1 p.m.	Item 2 (g), (h) Item 3 (d), (e), (f) Item 4	Item 5
	3 p.m. - 6 p.m.	Informal consultations	Item 5
Thursday, 4 December	10 a.m. - 1 p.m.	Informal consultations	Item 5
	3 p.m. - 6 p.m.	Informal consultations	Item 5

\* Subject to decisions on allocation of items to the Committee of the Whole.

**TENTATIVE SCHEDULE OF MEETINGS FOR THE THIRD SESSION  
OF THE CONFERENCE OF THE PARTIES\***

DATE	TIME	PLENARY	COMMITTEE OF THE WHOLE
Friday, 5 December	10 a.m - 1 p.m.	Item 2 (f) Item 7	Item 5
	3 p.m. - 6 p.m.	Informal consultations	Item 5
Saturday, 6 December	10 a.m. - 1 p.m.	Informal consultations	To be decided
	3 p.m. - 6 p.m.	Informal consultations	To be decided
Monday, 8 December	10 a.m. - 1 p.m.	Item 6 Statements at the opening of the High level segment Statements by ministers and other heads of delegations	To be decided
	3 p.m. - 6 p.m.	Item 6 Statements (continued)	To be decided
	7 p.m. - 10 p.m	Item 6 Statements (continued)	
Tuesday, 9 December	10 a.m. - 1 p.m.	Item 6 Statements (continued)	To be decided
	3 p.m. - 6 p.m.	Item 6 Statements (continued)	To be decided
	7 p.m - 10 p.m.	Item 6 Statements (concluded)	To be decided
Wednesday, 10 December	10 a.m. - 1 p.m.	Item 2 (i) Item 2, 3, 4	
	3 p.m. - 6 p.m.	Item 5 Item 8 (a), (b)	

\* Subject to decisions on allocation of items to the Committee of the Whole.