



FRAMEWORK CONVENTION ON CLIMATE CHANGE - Secretariat

CONVENTION - CADRE SUR LES CHANGEMENTS CLIMATIQUES - Secrétariat

Ref: ICA/PART/COP7/01
page 1 of 12

Bonn, 29 August 2001

NOTIFICATION

This notification is being sent to Parties and Observer States to the Convention. It is addressed to their National Focal Points for Climate Change. For those Parties that have not yet identified National Focal Points, the message is being sent to their diplomatic missions accredited to the Federal Republic of Germany; for those Parties not accredited to the Federal Republic of Germany, it is being sent to permanent missions in New York or Ministries of Foreign Affairs as appropriate. In all cases, the communication is copied to the diplomatic missions accredited to the Federal Republic of Germany and the permanent missions to the United Nations Office at Geneva.

On behalf of the Executive Secretary, I wish to notify Parties and Observer States that the seventh session of the Conference of the Parties, including the fifteenth sessions of the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the Subsidiary Body for Implementation (SBI), will take place at the Palais des Congrès de Marrakech, Avenue de France, Marrakesh, Morocco (telephone: (212) 44-33-9100, fax: (212) 44-33-9120/1, e-mail: lemansour@iam.net.ma), from Monday, 29 October to Friday, 9 November 2001.

It would be appreciated if the names of the heads of delegation and representatives, with their titles and addresses (including fax and e-mail), who will attend the sessions could be communicated to me as soon as possible and **not later than Monday, 1 October 2001** at the address of the secretariat:

P.O. Box 260 124, D-53153 Bonn, Germany
Fax: (49-228) 815-1999
E-mail: secretariat@unfccc.int

Three annexes are attached to this notification. Annex I contains the provisional agenda of the Conference of the Parties at its seventh session as well as the provisional agendas for the subsidiary bodies of the Convention. Annex II provides information on protocol issues concerning credentials for the session and attendance by ministers and senior officials, as well as the list of speakers form. Finally, Annex III offers useful information for participants including important guidelines for the issuance of visas.

Yours sincerely
Original Signed
Richard J. Kinley
à signé l'original
Richard Kinley
Secretary
Conference of the Parties



ANNEX I
PROVISIONAL AGENDAS

Conference of the Parties at its seventh session

The provisional agenda for the seventh session of the Conference of the Parties has been drafted by the Executive Secretary in agreement with the President, in accordance with rule 9 of the draft rules of procedure, being applied is guided by the assumption that the Conference would wish to focus on the adoption of the package of decisions emanating from the “Bonn Agreements on the implementation of the Buenos Aires Plan of Action” of 23 July 2001 (decision 5/CP.6). Consequently, certain topics which would normally figure as distinct items on the provisional agenda of the Conference are treated on this occasion as part of that package under item 3. The items that are indicated with an asterisk (*) are expected to be referred to the Subsidiary Body for Implementation, and the item that is indicated with two asterisks (**) is expected to be referred to the Subsidiary Body for Scientific and Technological Advice.

1. Opening of the session:
 - (a) Statement by the President of the Conference at its sixth session;
 - (b) Election of the President of the Conference at its seventh 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 and its Kyoto Protocol;
 - (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 sessions of the subsidiary bodies;
 - (g) Date and venue of the eighth session of the Conference of the Parties;*



- (h) Calendar of meetings of Convention bodies, 2005-2007;*
 - (i) Adoption of the report on credentials.
3. Implementation of the Buenos Aires Plan of Action: adoption of the decisions giving effect to the Bonn Agreements:
- (a) Completed decisions forwarded for adoption;¹
 - (b) Draft decisions forwarded for elaboration, completion and adoption;²
 - (i) National systems, adjustments and guidelines under Articles 5, 7 and 8 of the Kyoto Protocol;
 - (ii) Land use, land-use change and forestry;
 - (iii) Work programme on mechanisms (decisions 7/CP.4 and 14/CP.4);
 - (iv) Procedures and mechanisms on compliance under the Kyoto Protocol;
 - (v) “Good practices” in policies and measures.
4. Input to the World Summit on Sustainable Development.*
5. Third Assessment Report of the Intergovernmental Panel on Climate Change.**
6. Report of the Global Environment Facility to the Conference of the Parties.*

1 These decisions are entitled: Capacity-building in developing countries (non-Annex I Parties); Capacity-building in countries with economies in transition; Development and transfer of technologies (decisions 4/CP.4 and 9/CP.5); Implementation of Article 4, paragraphs 8 and 9 of the Convention (decision 3/CP.3, and Article 2, paragraph 3, and Article 3, paragraph 14, of the Kyoto Protocol); Additional guidance to an operating entity of the financial mechanism; Funding under the Convention; Activities implemented jointly under the pilot phase; Matters relating to Article 3, paragraph 14 of the Kyoto Protocol; Funding under the Kyoto Protocol; and Impact of single projects on emissions in the commitment period (decisions 6/CP.4 and 13/CP.5). The texts of these decisions are contained in the report of the Conference of the Parties at the second part of its sixth session (see FCCC/CP/2001/5/Add.1).

2 The texts of these draft decisions are contained in the report of the Conference of the Parties at the second part of its sixth session (see FCCC/CP/2001/5/Add.2).



7. Second review of the adequacy of Article 4, paragraph 2 (a) and (b), of the Convention.³
8. Proposals to amend the lists in Annexes I and II to the Convention:*

 - (a) Proposal to amend the lists in Annexes I and II to the Convention by removing the name of Turkey: review of information and possible decisions under Article 4, paragraph 2 (f);
 - (b) Amendment proposed by Kazakhstan: to add Kazakhstan to the list in Annex I.

9. Matters relating to national communications under the Convention:⁴

 - (a) National communications from Parties included in Annex I to the Convention;
 - (b) National communications from Parties not included in Annex I to the Convention.

10. Programme budget for the biennium 2002-2003.*
11. Reports of subsidiary bodies and decisions and conclusions arising therefrom:

 - (a) Report of the Subsidiary Body for Scientific and Technological Advice;
 - (b) Report of the Subsidiary Body for Implementation.

12. Statements:

 - (a) Statements by ministers and other heads of delegation of Parties;
 - (b) Statements by Observer States;
 - (c) Statements by intergovernmental organizations;
 - (d) Statements by non-governmental organizations.

3 Following the inability of the Conference of the Parties at its fifth session to reach any conclusion on this matter (FCCC/CP/1999/6, para. 18), and following rule 10 (c) and rule 16 of the draft rules of procedure being applied, an item entitled "Second review of the adequacy of Article 4.2(a) and (b) of the Convention" was included in the provisional agenda for the sixth session. Attached to this item was a footnote reflecting a proposal made at the fifth session by the Group of 77 and China to amend this item to read "Review of the adequacy of implementation of Article 4, paragraph 2 (a) and (b) of the Convention". At the first part of its sixth session, the Conference of the Parties decided to include this item in the provisional agenda for its seventh session (see FCCC/CP/2000/5/Add.1, paras. 33–35).

4 Decisions or conclusions on this item will be recommended by the appropriate subsidiary body.



-
13. Other matters.
 14. Conclusion of the session:
 - (a) Adoption of the report of the Conference of the Parties on its seventh session;
 - (b) Closure of the session.



PROVISIONAL AGENDA

Subsidiary Body for Scientific and Technological Advice at its fifteenth session

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 other than the Chairman.
3. Matters referred by the Conference of the Parties to the Subsidiary Body on Scientific and Technological Advice.
 - (a) Third Assessment Report of the Intergovernmental Panel on Climate Change;
 - (b) Any other matters.
4. Methodological issues:
 - (a) Ongoing activities on reporting and review of greenhouse gas inventories from Parties included in Annex I to the Convention (implementing decisions 3/CP.5 and 6/CP.5);
 - (b) Emissions resulting from fuel used in international transportation;
 - (c) Methods and tools to evaluate impacts and adaptation;
 - (d) Development of good practice guidance and other information for the land use, land-use change and forestry sector;
 - (e) Issues relating to emissions from forest harvesting and wood products.
5. Development and transfer of technologies.
6. "Good practices" in policies and measures.
7. Cooperation with relevant international organizations.
8. Article 6 of the Convention: Education, training and public awareness.
9. Activities implemented jointly under the pilot phase.
10. Other matters.
11. Report on the session.



PROVISIONAL AGENDAS

Subsidiary Body for Implementation at its fifteenth session

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 other than the Chairman.
3. Matters referred to the Subsidiary Body for Implementation by the Conference of the Parties:
 - (a) Input to the World Summit on Sustainable Development;
 - (b) Report of the Global Environment Facility to the Conference of the Parties;
 - (c) Proposal to amend the lists in Annexes I and II to the Convention;
 - (i) Proposal to amend the lists in Annexes I and II to the Convention by removing the name of Turkey: review of information and possible decisions under Article 4, paragraph 2 (f);
 - (ii) Amendment proposed by Kazakhstan to add its name to the list in Annex I.
 - (d) Arrangements for intergovernmental meetings:
 - (i) Date and venue of the eighth session of the Conference of the Parties;
 - (ii) Calendar of meetings of Convention bodies, 2005-2007.
 - (e) Programme budget for the biennium 2002-2003.
 - (f) Any other matters.
4. Matters relating to the least developed countries.



5. National communications from Parties included in Annex I to the Convention:
 - (a) Ongoing activities on reporting and review of greenhouse gas inventories in Parties included in Annex I to the Convention (implementing decisions 3/CP.5 and 6/CP.5);
 - (b) Feasibility of developing guidelines for the review of national communications;
 - (c) Third national communications: review and the roster of experts.
6. National communications from Parties not included in Annex I to the Convention:
 - (a) Third compilation and synthesis of initial national communications from Parties not included in Annex I to the Convention;
 - (b) Report of the Consultative Group of Experts to the subsidiary bodies;
 - (c) Provision of financial and technical support.
7. Administrative and financial matters:
 - (a) Interim financial performance for 2000-2001;
 - (b) Possible options to respond to late payment of contributions;
 - (c) Implementation of the Headquarters Agreement.
8. Other matters.
9. Report on the session.



ANNEX II

PROTOCOL ISSUES

Credentials of States Parties to the Convention

In accordance with rule 19 of the draft rules of procedure being applied (FCCC/CP/1996/2), the credentials of representatives of Parties, as well as the names of alternate representatives and advisers, shall be submitted to the secretariat not later than twenty-four hours after the opening of the session. Any later change in the composition of the delegation shall also be submitted to the secretariat.

The credentials must be issued either by the head of State or Government or by the Minister of Foreign Affairs or, in the case of a regional economic integration organization, by the competent authority of that organization.

Parties are requested to provide their representatives with full powers to participate in the session, including the authority to adopt decisions, to vote and to serve as officers of the Conference of the Parties and its subsidiary bodies and as officers of any sessional bodies.

States that are not Parties to the Convention are not required to provide their representatives with credentials.

High-level segment of the session

The high-level segment of the Conference of the Parties will take place from Wednesday, 7 November 2001 to Friday, 9 November 2001. Ministers and senior officials attending the high-level segment may be called upon to assist in the resolution of any outstanding issues.

On Wednesday, 7 November 2001, ministers and other heads of delegation of Parties will have the opportunity to address COP 7, under item 12 (a) of the provisional agenda. The recommended time limit for statements is three to four minutes. Statements made on behalf of groups of Parties, where individual members of the group do not speak, would be welcome, in order to reduce the overall number of speakers. Such groups will be granted two additional minutes and will be accorded preference in the speaking order. Full texts of the official statements will be circulated, if a sufficient number of copies is provided to the secretariat during the course of the session.

The list of speakers will be open from Monday, 18 September to Friday, 19 October 2001. Requests received before 18 September 2001 cannot be considered. Registrations should be made using the form below and should be addressed to the Office of the Secretary of the Conference (telephone: (49-228) 815-1520 or (49-228) 815-1426, fax: (49-228) 815-1999, e-mail: secretariat@unfccc.int).



Seventh session of the Conference of the Parties (COP 7)

Policy statements by Parties

REGISTRATION FORM

Parties that wish to deliver a policy statement on Wednesday, 7 November 2001, during the high-level segment of COP 7 are kindly requested to complete this form and return it to the secretariat. The list of speakers will be open from Monday, 18 September to Friday, 19 October 2001. **Requests received before 18 September 2001 cannot be considered.**

Please note that the nomination of representatives of a Party does not imply inclusion in the list of speakers. Parties wishing to be included in the list of speakers for the high-level segment should notify the secretariat by completing this form.

Mailing address: Secretary of the Conference of the Parties
UNFCCC
P. O. Box 260 124
D-53153 Bonn
Germany
Fax: (49-228) 815-1999
E-mail: secretariat@unfccc.int

PARTY: _____

NAME OF THE SPEAKER: (first name, middle initial and last name)

TITLE/POSITION: _____

INSTITUTION:

CONTACT PERSON: _____

TITLE OF CONTACT PERSON: _____

INSTITUTION: _____

TELEPHONE: _____

FAX: _____

E-MAIL: _____

Signature of the contact person _____ **Date:** _____



ANNEX III

GUIDE FOR PARTICIPANTS

DOCUMENTS:	<p>All available documents will be posted on the official web site of the secretariat www.unfccc.int. Essential documents for the session are as follows:</p> <p>Conference of the Parties:</p> <table><tr><td>Provisional agenda and annotations</td><td>FCCC/CP/2001/6</td></tr><tr><td>COP 6 (part 2) report</td><td>FCCC/CP/2001/5</td></tr><tr><td></td><td>FCCC/CP/2001/5/Add.1 and 2</td></tr></table> <p>Subsidiary bodies:</p> <table><tr><td>Provisional agenda and annotations</td><td>FCCC/SBSTA/2001/3</td></tr><tr><td></td><td>FCCC/SBI/2001/10</td></tr><tr><td>Reports of the subsidiary bodies</td><td>FCCC/SBSTA/2001/2</td></tr><tr><td></td><td>FCCC/SBI/2001/9</td></tr></table>	Provisional agenda and annotations	FCCC/CP/2001/6	COP 6 (part 2) report	FCCC/CP/2001/5		FCCC/CP/2001/5/Add.1 and 2	Provisional agenda and annotations	FCCC/SBSTA/2001/3		FCCC/SBI/2001/10	Reports of the subsidiary bodies	FCCC/SBSTA/2001/2		FCCC/SBI/2001/9
Provisional agenda and annotations	FCCC/CP/2001/6														
COP 6 (part 2) report	FCCC/CP/2001/5														
	FCCC/CP/2001/5/Add.1 and 2														
Provisional agenda and annotations	FCCC/SBSTA/2001/3														
	FCCC/SBI/2001/10														
Reports of the subsidiary bodies	FCCC/SBSTA/2001/2														
	FCCC/SBI/2001/9														
REGISTRATION:	<p>Will take place at the Palais des Congrès de Marrakech, as follows:</p> <ul style="list-style-type: none">➤ <i>Friday, 26 October to Sunday, 25 October: from 1 p.m. to 6 p.m.</i>➤ <i>Monday, 29 October to Friday, 9 November: from 8 a.m. to 6 p.m.</i> <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:	<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 or Observer States.</p> <p>Please note that representatives duly nominated by their governments to participate in COP 7, and who hold a pink badge issued at COP 6, part 2 in Bonn bearing the text “2001”, will be given access to the conference premises in Marrakesh. Government representatives are thus requested to use their “2001” conference badges at COP 7.</p>														
FUNDING:	<p>The secretariat hopes that funding will be available to permit one delegate from each Party selected as eligible for funding to participate in the session. In addition, the secretariat is seeking to cover the cost of a second delegate each from least developed countries and eligible small island developing States. This can only be confirmed closer to the session, if the necessary funds are received.</p>														
HOTELS:	<p>Representatives who require assistance in making a hotel reservation in Marrakesh may contact Groupement d'intérêts économiques (GIE), Imm. BMCE Marrakech Ménara – 3ème étage, Avenue de France, 40 000 Marrakech; Telephone: (212) 4443-6054; Fax: (212) 4443-6059; E-Mail: cop7.rak.gie@iam.net.ma, Web: www.marrakech-web.net/cop7</p>														
CURRENCY:	<p>Moroccan dirhams can only be obtained in Morocco; there may be limitations on exchanging dirhams when leaving Morocco. National currencies should be exchanged only at official “bureaux de change” (identified by a golden sign); changing money in the streets is illegal. There is no commission charge and visitors should be provided with a receipt. This receipt must be retained in order to convert Moroccan currency back into the original national currency at departure.</p>														



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.

VISAS: Early contact with the consular authorities of the Kingdom of Morocco is strongly advised to allow sufficient time for a visa to be issued, as appropriate, before departure for Marrakesh. In order to attend pre-sessional meetings, it is expected that the host Government will provide visas which would allow participants to stay in its territory for at least 25 days. To facilitate the issuance of a visa, a copy of this notification should be attached to the visa request.

VISAS AT THE PORT OF ENTRY: Participants from those countries that do not have consular authorities of the host Government in their territory are requested to provide the information as specified below directly to the Ministry of Foreign Affairs of the Kingdom of Morocco. In order to avoid complications with air carriers, the Ministry will provide the participant with a confirmation letter indicating the provision of a visa at the port of entry in Morocco.

- Family name, given name(s)
- Date of birth
- Place of birth
- Nationality
- Passport number and type (official, diplomat, national, etc.)
- Date of issue
- Date of expiry
- Place of issue
- Home address (including a fax number)
- Address in Morocco
- Representative of: (name of the Party, Observer State or Organization)
- Date of arrival/departure and flight number
- Purpose of travel: to participate in the seventh session of the Conference of the Parties of the United Nations Framework Convention on Climate Change, Marrakesh, 29 October to 9 November 2001.

Please send this information, together with a photocopy of the corresponding pages of your passport, to:

Ministry of Foreign Affairs of the Kingdom of Morocco, Rabat

Fax: (+212) 37 76 55 08; (+212) 37 76 46 79



G:\ICA -Intergovernmental and Conference Affairs\Conference Management System\External Relations\Notifications\2001\COP 7\COP 7 NOTIFICATION - Parties1.doc