



## NOTIFICATION

**TO/A:** Observer Organizations  
to UNFCCC

**Date:** 31 March 1999

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**Log no:**

**Direct line:** 815-1506

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

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**SUBJECT/OBJET:** UNFCCC - sessions of the subsidiary bodies in Bonn  
31 May to 11 June 1999

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A. Dates and opening of the sessions

The Executive Secretary wishes to announce the forthcoming tenth sessions of the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the Subsidiary Body for Implementation (SBI) to be held at the Maritim Hotel, Godesberger Allee, D-53175 Bonn, from 31 May to 11 June 1999.

The tenth sessions of the SBSTA and the SBI will open on Monday, 31 May 1999 at 3 p.m. and 4 p.m., respectively.

B. Consultations on compliance by the Chairmen of the SBSTA and the SBI

At its fourth session, the Conference of Parties, held in Buenos Aires, from 2 to 14 November 1999, requested the secretariat to facilitate a consultation on procedures and mechanisms relating to compliance under the Kyoto Protocol immediately prior to the tenth sessions of the subsidiary bodies (decision 8/CP.4). This consultation will take place on Monday, 31 May 1999, from 9.30 a.m. to 12 p.m.

C. Reports and annotated provisional agendas

The report of the Conference of the Parties on its fourth session (COP 4), held in Buenos Aires, from 2 to 14 November 1998, is contained in document FCCC/CP/1999/16 and Add.1. **This report is essential background for the June sessions of the two subsidiary bodies.**



The reports of the previous sessions have been issued under the following symbols:

Reports

FCCC/SBSTA/1998/9

FCCC/SBI/1998/7

The annotated provisional agendas for the forthcoming sessions of the subsidiary bodies of the Convention will be issued under the following symbols:

Annotated provisional agendas

FCCC/SBSTA/1999/1

FCCC/SBI/1999/1

The provisional agendas are attached to this notification for convenience.

A tentative schedule of meetings will be posted soon on the official WEB site of the secretariat: <http://www.unfccc.de>.

D. Representation

The representation of intergovernmental and non-governmental organizations as observers at sessions of the Conference of the Parties and its subsidiary bodies is regulated, *inter alia*, by Article 7, paragraph 6, of the Convention. Furthermore, it will be recalled that, at its first session, the Conference agreed that "the secretariat should invite to the future sessions of the Conference and of its subsidiary bodies all intergovernmental and non-governmental organizations admitted at the present session and at future sessions, unless an objection was raised to any particular organization in accordance with the Convention and the rules of procedure". Consequently, all organizations admitted at the sessions by the COP would be invited to the subsequent sessions, and the procedure for admission would apply only to new applicants or to those intergovernmental or non-governmental organizations that were admitted by the COP for their participation in one specific session.

Communications to the Executive Secretary from all IGOs and NGOs admitted by the Conference of the Parties concerning representation at the sessions mentioned above should reach the secretariat by **3 May 1999, at the latest**, at the following address:

To: The Executive Secretary  
Climate Change Secretariat (UNFCCC)  
Postal address: P.O. Box: 260 124  
D-53153 Bonn, Germany  
Telefax: (49-228) 815-1999  
E-mail: [secretariat@unfccc.de](mailto:secretariat@unfccc.de)

**Communications should contain the name, title, address, telephone, fax and e-mail of each representative and the name, address, telephone, fax and e-mail of the organization.**

E. Documents



As in the past, official documents for the sessions of the subsidiary bodies of the Convention are being made available in the official languages of the United Nations by the United Nations Office at Geneva. Documents are also available on the official WEB site of the secretariat: <http://www.unfccc.de>.

F. Registration

Registration for the sessions will take place at the main entrance of the Hotel Maritim, starting on Monday, 31 May 1999 and continuing until Friday, 11 June 1999. The registration desk will be open from 8 a.m. to 12 noon and from 2 p.m. to 6 p.m from Monday to Saturday.

G. List of participants

A provisional list of participants for the two bodies will be issued on Monday, 2 June 1999. A revised final list of participants will be issued on Friday, 11 June 1999.

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**INFORMATION FOR PARTICIPANTS**



### Visas

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

### Hotel reservations in Bonn

Representatives who require assistance in making a hotel reservation in Bonn may contact Tourismus & Congress GmbH at Friedrich-Ebert-Allee 26, D-53113 Bonn, telephone number (49-228) 910-410, fax number (49-228) 910-4111.

### 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

Coordinator of the SBSTA . . . . .	Mr. Tahar Hadj-Sadok
Coordinator of the SBI . . . . .	Ms. Claire Parker
Secretary of the Conference of the Parties . . . . .	Mr. Richard Kinley
Manager, Conference Services . . . . .	Ms. Salwa Dallalah
External Relations Officer . . . . .	Mr. Horacio Peluffo
Special Events and Exhibits . . . . .	Ms. Barbara Black
Logistics, conference rooms . . . . .	Ms. Francesca Foppiano

These contacts can be reached via the main telephone number of the secretariat, **(49-228) 815-1000**.



**TENTH SESSION OF THE SUBSIDIARY BODY FOR  
SCIENTIFIC AND TECHNOLOGICAL ADVICE  
PROVISIONAL AGENDA**

1. Opening of the session.
2. Organizational matters:
  - (a) Adoption of the agenda;
  - (b) Organization of the work of the session.
3. Cooperation with relevant international organizations:
  - (a) Scientific organizations;
  - (b) United Nations bodies;
  - (c) Other conventions.
4. National communications from Parties included in Annex I to the Convention:
  - (a) Guidelines for the preparation of national communications;
  - (b) Review process related to greenhouse gas inventories;
  - (c) Work programme on methodological issues related to Articles 5, 7 and 8 of the Kyoto Protocol.
5. Other methodological issues:
  - (a) Land-use, land-use change and forestry (decision 1/CP.3, paragraph 5 (a));
  - (b) Emissions resulting from fuel used for international transportation;
  - (c) Other matters.
6. Article 6 of the Convention: Education, training and public awareness.
7. Development and transfer of technologies.
8. Research and systematic observation.
9. Implementation of Article 4, paragraphs 8 and 9, of the Convention (decision 3/CP.3 and Articles 2.3 and 3.14 of the Kyoto Protocol): programme of work.
10. Procedures and mechanisms relating to compliance under the Kyoto Protocol: organizational matters related to the joint working group.
11. Activities implemented jointly under the pilot phase.
12. Mechanisms pursuant to Articles 6, 12 and 17 of the Kyoto Protocol.
13. Report on the session.



## TENTH SESSION OF THE SUBSIDIARY BODY FOR IMPLEMENTATION PROVISIONAL AGENDA

1. Opening of the session.  
Organizational matters:
  - (a) Adoption of the agenda;
  - (b) Organization of the work of the session.
2. National communications from Parties included in Annex I to the Convention:
  - (a) Annual inventories of national greenhouse gas data for 1996;
  - (b) Reporting on technology transfer and financial assistance;
  - (c) Future review process, including that under Articles 7 and 8 of the Kyoto Protocol.
4. National communications from Parties not included in Annex I to the Convention:
  - (a) Provision of financial and technical support;
  - (b) Preparation for review of enabling activities;
  - (c) Process for considering non-Annex I Party communications;
  - (d) Timing of second national communications.
5. Implementation of Article 4, paragraphs 8 and 9, of the Convention (decision 3/CP.3 and Articles 2.3 and 3.14 of the Kyoto Protocol): programme of work.
6. Procedures and mechanisms relating to compliance under the Kyoto Protocol: organizational matters related to the joint working group.
7. Activities implemented jointly under the pilot phase.
8. Mechanisms pursuant to Articles 6, 12 and 17 of the Kyoto Protocol.
9. Arrangements for intergovernmental meetings:
  - (a) Strengthening the intergovernmental process;
  - (b) Conference of the Parties at its fifth session;
  - (c) Conference of the Parties at its sixth session;
  - (d) Calendar of meetings.
10. Administrative and financial matters:
  - (a) Programme budget for the biennium 2000-2001;
  - (b) Income and budget performance in the biennium 1998-1999;
  - (c) Arrangements for administrative support to the Convention;
  - (d) Institutional linkage of the Convention secretariat to the United Nations.
11. Other matters.
12. Report on the session.