



FRAMEWORK CONVENTION ON CLIMATE CHANGE - Secretariat
CONVENTION - CADRE SUR LES CHANGEMENTS CLIMATIQUES - Secrétariat

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Bonn, 4 April 2003

NOTIFICATION

This message is being sent to all intergovernmental organizations and non-governmental organizations admitted as observers by the Conference of the Parties at its previous sessions, in accordance with Article 7, paragraph 6, of the Convention.

On behalf of the secretariat, I wish to notify all intergovernmental organizations (IGOs) and non-governmental organizations (NGOs) admitted as observers by the Conference of the Parties at its previous sessions of the forthcoming eighteenth sessions of the

- Subsidiary Body for Scientific and Technological Advice (SBSTA)
- Subsidiary Body for Implementation (SBI)

These sessions will be held from Wednesday, 4 to Friday, 13 June 2003 at the Hotel Maritim, Godesberger Allee, D-53175 Bonn, Germany.

The names with the titles, addresses, telephone and fax numbers, and e-mail addresses of the representatives for the sessions should be communicated to me, through the observer organizations' designated contact points for climate change, as soon as possible and **not later than Monday, 5 May 2003** at the address of the secretariat:

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

The provisional agendas of the sessions of the subsidiary bodies as well as a guide containing useful information for participation in the above mentioned sessions are attached.

Yours sincerely,
Original Signed
Richard J. Kinley
a signé l'original

Richard Kinley
Coordinator
Intergovernmental and Conference Affairs



**Provisional agenda of the
Subsidiary Body for Scientific and Technological Advice at its eighteenth session**

Document symbols for each agenda item are indicated.

Please consult <http://maindb.unfccc.int/library> for updated information, including full list of relevant documents and titles

1. Opening of the session
2. Organizational matters
 - (a) Adoption of the agenda
FCCC/SBSTA/2003/1
 - (b) Organization of the work of the session
3. Third Assessment Report of the Intergovernmental Panel on Climate Change
 - (a) Scientific, technical and socio-economic aspects of impacts of, and vulnerability and adaptation to, climate change
 - (b) Scientific, technical and socio-economic aspects of mitigation
FCCC/SBSTA/2003/2, FCCC/SBSTA/2003/MISC.2
4. Methodological issues
 - (a) Review of methodological work under the Convention and the Kyoto Protocol
FCCC/SBSTA/2003/INF.1, FCCC/SBSTA/2003/MISC.3
 - (b) Issues relating to Articles 5, 7 and 8 of the Kyoto Protocol
FCCC/SBSTA/2003/3, FCCC/SBSTA/2003/INF.2, FCCC/SBSTA/2003/INF.5,
FCCC/SBSTA/2003/INF.6, FCCC/SBSTA/2003/MISC.4
 - (c) Issues relating to reporting and review of greenhouse gas inventories from Parties included in Annex I to the Convention
FCCC/SBSTA/2003/3, FCCC/SBSTA/2003/INF.2
 - (d) Land use, land-use change and forestry: definitions and modalities for including afforestation and reforestation activities under Article 12 of the Kyoto Protocol
FCCC/SBSTA/2003/4, FCCC/SBSTA/2003/5, FCCC/SBSTA/2003/6,
FCCC/SBSTA/2003/7, FCCC/SBSTA/2003/8, FCCC/SBSTA/2002/MISC.22 and
Add.1 – 4, FCCC/SBSTA/2003/MISC.5
 - (e) Good practice guidance and other information on land use, land-use change and forestry
FCCC/SBSTA/2003/MISC.1
 - (f) Emissions resulting from fuel used in international aviation and maritime transportation
FCCC/SBSTA/2003/INF.3
5. Development and transfer of technologies
FCCC/SBSTA/2003/INF.4, FCCC/TP/2003/1, FCCC/TP/2003/2



6. "Good practices" in policies and measures among Parties included in Annex I to the Convention
FCCC/SBI/2003/7/Add.2
7. Research and systematic observation
FCCC/SBSTA/2003/9
8. Cooperation with relevant international organizations
FCCC/SBSTA/2003/INF.7, FCCC/SBSTA/2003/MISC.6
9. Other matters:
 - (a) Issues relating to cleaner or less-greenhouse-gas-emitting energy
 - (b) Issues relating to the implementation of Article 2, paragraph 3, of the Kyoto Protocol
 - (c) Any other matters
10. Report on the session



**Provisional agenda of the
Subsidiary Body for Implementation at its eighteenth session**

Document symbols for each agenda item are indicated.

Please consult <http://maindb.unfccc.int/library> for updated information, including full list of relevant documents and titles

1. Opening of the session
2. Organizational matters
 - (a) Adoption of the agenda
FCCC/SBI/2003/1
 - (b) Organization of the work of the session
3. National communications from Parties included in Annex I to the Convention
 - (a) Compilation and synthesis of third national communications
FCCC/SBI/2003/7 and Add.1 – 4
 - (b) Status report on the review of third national communications
FCCC/SBI/2003/INF.4
4. Financial matters relating to Parties not included in Annex I to the Convention
 - (a) Financial mechanism: the Special Climate Change Fund
FCCC/SBI/2003/INF.3, FCCC/SBI/2003/INF.12, FCCC/SBI/2003/MISC.1
 - (b) Provision of financial and technical support
FCCC/SBI/2003/INF.1, FCCC/SBI/2003/INF.5, FCCC/SBI/2003/INF.11 (available in session)
5. Capacity-building
FCCC/SBI/2003/INF.8 – 10, FCCC/SBI/2003/MISC.2, FCCC/SBI/2003/MISC.5
6. Implementation of Article 4, paragraphs 8 and 9, of the Convention
 - (a) Progress on the implementation of activities under decision 5/CP.7
FCCC/SBI/2003/MISC.3
 - (b) Matters relating to the least developed countries
FCCC/SBI/2003/6, FCCC/SBI/2003/MISC.4, FCCC/SBI/2003/INF.6
7. Article 6 of the Convention
FCCC/SBI/2003/4, FCCC/SBI/2003/7/Add.4
8. Request from a group of countries of Central Asia and the Caucasus, Albania and the Republic of Moldova regarding their status under the Convention



9. Arrangements for intergovernmental meetings

- (a) Ninth session of the Conference of the Parties
FCCC/SBI/2003/2
- (b) Arrangements for the first session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol
FCCC/SBI/2003/3
- (c) Future sessional periods
FCCC/SBI/2003/2
- (d) Effective participation in the Convention process

10. Administrative and financial matters

- (a) Interim financial performance for the biennium 2002–2003
FCCC/SBI/2003/INF.7
- (b) Programme budget for the biennium 2004–2005
FCCC/SBI/2003/5 and Add.1
- (c) Implementation of the Headquarters Agreement

11. Other matters

- (a) The use of improved guidelines for the preparation of national communications from Parties not included in Annex I to the Convention: report of the workshop
FCCC/SBI/2003/INF.2
- (b) Proposal by Croatia on land use, land-use change and forestry
FCCC/SBI/2003/Misc.6
- (c) Special circumstances of Croatia under Article 4, paragraph 6 of the Convention
- (d) Any other matters

12. Report on the session



INFORMATION FOR PARTICIPANTS

DOCUMENTS	Please consult the official web site of the secretariat (http://unfccc.int) for all available documents: Symbols: Provisional agendas: ▶ FCCC/SBSTA/2003/1 ▶ FCCC/SBI/2003/1 Reports: ▶ FCCC/SBSTA/2002/13 ▶ FCCC/SBI/2002/17 ▶ FCCC/CP/2002/7 and Add. 1-3
REGISTRATION	Will take place at the Hotel Maritim, Godesberger Allee, D-53175 Bonn, as follows: ▶ Friday, 30 May 2003: from 12 p.m. to 6 p.m. ▶ Saturday, 31 May 2003 to Sunday, 1 June 2003: from 10 a.m. to 6 p.m. ▶ Monday, 2 June 2003 to Tuesday, 3 June 2003: from 9 a.m. to 6 p.m. ▶ Wednesday, 4 June 2003 to Friday, 13 June 2003: from 8 a.m. to 7 p.m. Double registration for the session is not permitted (i.e., State representative and Observer organization representative, or State representative and Press/Media representative).
SIDE EVENTS	An on-line registration system has been developed to facilitate applications for side events and exhibits. Organizers will require authorization by the national focal point or designated contact point of the admitted organization. This service will be available from 10 April to 8 May 2003 on the secretariat web site. Organizations are reminded that initially only one application per organization will be considered in order to allow a balanced programme. Joint or collaborative events will be given priority. The side event schedule and exhibit list will be available on the official web site. Organizers of side events are reminded that the secretariat reserves the right to reschedule or cancel side events in the interest of the negotiating process. Presenters and participants at side events and exhibitors must be previously registered as representatives of Parties or admitted observer organizations for the sessions, in order to gain access to the premises.
BADGES	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 through the designated contact points for climate change.
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.
HOTELS	Representatives who require assistance in making a hotel reservation in Bonn may contact: Tourismus & Congress GmbH Adenauerallee 131 D-53113 Bonn Telephone: (49-228) 910-4130, Telefax: (49-228) 910-4177
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.