



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

**Bonn, 21 January 2008**

Ref: ODES/COP 13/08

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**MESSAGE TO PARTIES**  
**Early submission of information and views**

This note has been prepared as a reference tool for Parties to facilitate the early submission of information and views requested by the COP, CMP and subsidiary bodies. A chronological summary table for all upcoming deadlines is attached. Where the reports of the sessions are not yet available, the table includes references to the appropriate in-session documents.

For documents to be produced in a timely manner and to facilitate preparations for upcoming workshops, it is important that the submissions reach the secretariat on time. Electronic submissions, either on diskette/CD-ROM or via electronic mail, will facilitate the timely production of documents. E-mail submissions should be sent to [secretariat@unfccc.int](mailto:secretariat@unfccc.int); receipt will be acknowledged. Submissions formatted in MS Word 2000 are preferable but other software formats are also welcome. Where non-electronic submissions are provided, more time is needed to produce the document.

As submissions are compiled on an issue-by-issue basis, Parties are requested to identify each submission by its subject and mandate and, if possible, to send it as a separate document.

To further assist Parties, an electronic copy of this message is available on the UNFCCC web site at [http://unfccc.int/parties\\_and\\_observers/notifications/items/3153.php](http://unfccc.int/parties_and_observers/notifications/items/3153.php).

Yours sincerely,

Original Signed  
Richard J. Kinley  
à signé l'original

Richard Kinley  
Deputy Executive Secretary

**Distribution:** To Parties and observer States through national focal points for climate change and diplomatic missions accredited to the Federal Republic of Germany.



## Upcoming deadlines for submission of views or information by Parties

Submission		Date
<b>2008</b>		
1.	<p><u>Means to achieve mitigation objectives of Annex I Parties</u></p> <p>- Information and views on the means to achieve mitigation objectives of Annex I Parties referred to in document FCCC/KP/AWG/2006/4, paragraph 17 (b) (See FCCC/KP/AWG/2007/2, paragraph 24);</p> <p>- Information from Annex I Parties on the potential environmental, economic and social consequences, including spillover effects on all Parties, in particular developing country Parties, of available tools, policies, measures and methodologies available to Annex I Parties (See FCCC/KP/AWG/2007/4, paragraph 24);</p> <p>- Views on the topics to be covered and experts/organizations to be invited to participate in the in-session thematic workshop (to be held at the first part of the fifth session of the AWG (See FCCC/KP/AWG/2007/L.6/Rev.1, * paragraph 6 (b) (ii))</p>	15 February
2.	<p><u>Round table on the analysis of means available to Annex I Parties to reach their emission reduction targets</u></p> <p>Views on the topics to be covered and expert/organizations to be invited to participate in the round table (to be held at the resumed fifth session of the AWG) on the analysis of means available to Annex I Parties to reach their emission reduction targets (See FCCC/KP/AWG/2007/L.6/Rev.1,* paragraph 6 (d) (i))</p>	15 February
3.	<p><u>Development and transfer of technologies under the SBI</u></p> <p>Elements for the terms of reference for the review and assessment of the effectiveness of the implementation of Article 4, paragraph 5, and Article 4, paragraph 1 (c) of the Convention (see FCCC/CP/2007/L.2, paragraph 7)</p>	15 February
4.	<p><u>Fourth Assessment Report of the Intergovernmental Panel on Climate Change</u></p> <p>Views on the Fourth Assessment Report (See FCCC/SBSTA/2007/L.20/Rev.1, paragraph 4)</p>	15 February
5.	<p><u>Bali action plan</u></p> <p>Views regarding the work programme for the Ad Hoc Working Group on Long-Term Cooperative Action under the Convention taking into account the elements to be addressed by the group (See FCCC/CP/2007/L.7/Rev.1, paragraph 8)</p>	22 February
6.	<p><u>Facilitating the exchange of information and the sharing of experiences on policies and measures of Parties included in Annex I to the Convention</u></p> <p>Views on the need for further events to facilitate the exchange of information and the sharing of experiences on policies and measures of Annex I Parties (See FCCC/SBSTA/2006/5, paragraph 114)</p>	1 March

\* This document was amended and adopted during the closing plenary of the AWG on 15 December 2007. The agreed text will be included in the report of the resumed fourth session of the AWG (FCCC/KP/AWG/2007/5).



7.	<p><u>Preparations for the second review of the Kyoto Protocol pursuant to its Article 9</u></p> <p>- Views on how the second review of the Kyoto Protocol pursuant to its Article 9 should address, in particular, the issues identified by COP/MOP at its third session (See FCCC/KP/CMP/2007/L.8, paragraph 6);</p> <p>- Information from Annex I Parties demonstrating progress made in implementing their commitments under the Kyoto Protocol relating to reporting and review, the provision of financial resources and the transfer of technology (See FCCC/KP/CMP/2007/L.8, paragraph 7)</p>	7 March
8.	<p><u>Scientific and methodological aspects of the proposal by Brazil</u></p> <p>Views on the results of the work by Parties, research institutions and scientists on the scientific and methodological aspects of the proposal by Brazil ((See FCCC/SBSTA/2006/5, paragraphs 82 and 83)</p>	7 March
9.	<p><u>Scientific, technical and socio-economic aspects of mitigation of climate change</u></p> <p>Views on possible future work on mitigation (See FCCC/SBSTA/2007/L.16, paragraph 4)</p>	15 March
10.	<p><u>Consideration of relevant methodological issues</u></p> <p>Views and information on methodological issues relevant to matters raised in paragraph 17 (b) (i) and (ii) of document FCCC/KP/AWG/2006/4 as well as views on the topics to be covered and expert/organizations to be invited to participate in the thematic in-session workshop (to be held at the resumed fifth session of the AWG) on relevant methodological issues (See FCCC/KP/AWG/2007/L.6/Rev.1,* paragraph 6 (d) (iii))</p>	21 March
11.	<p><u>Nairobi work programme on impacts, vulnerability, and adaptation to climate change</u></p> <p>Views on further activities, based on the experience with the implementation of the Nairobi work programme (See FCCC/SBSTA/2006/11, paragraph 21)</p>	21 March
12.	<p><u>Fourth review of the financial mechanism</u></p> <p>Views on:</p> <ul style="list-style-type: none"><li>- The technical paper on the review of the experience of international funds, multilateral financial institutions and other sources of funding relevant to the current and future investment and financial needs of developing countries (FCCC/TP/2007/4);</li><li>- The report prepared by the secretariat, in collaboration with the Global Environment Facility secretariat, on the assessment of the funding necessary to assist developing countries (FCCC/SBI/2007/21), in accordance with the guidance provided by the Conference of the Parties, in meeting their commitments under the Convention over the next Global Environment Facility replenishment cycle, taking into account paragraph 1 (a)-(d) of the annex to the memorandum of understanding between the Conference of the Parties and the Global Environment Facility Council (decision 12/CP.3);</li><li>- The report on the analysis of existing and potential investment and financial flows relevant to the development of an effective and appropriate international response to climate change;*</li><li>- Options for scaling up the international financial response to climate change, based on national experiences and on available relevant documents (See FCCC/SBI/2007/L.34/Add.1, paragraph 2)</li></ul>	21 March

\* Dialogue working paper 8. 2007. Dialogue on long-term cooperative action to address climate change by enhancing implementation of the Convention, fourth workshop. Available at:  
<[http://unfccc.int/files/cooperation\\_and\\_support/financial\\_mechanism/financial\\_mechanism\\_gef/application/pdf/dialogue\\_working\\_paper\\_8.pdf](http://unfccc.int/files/cooperation_and_support/financial_mechanism/financial_mechanism_gef/application/pdf/dialogue_working_paper_8.pdf)>.



13.	<u>Progress on the implementation of decision 1/CP.10</u> Views on the status of implementation referred to in decision 1/CP.10, paragraph 22, namely the status of implementation of Article 4, paragraph 8, of the Convention, decision 5/CP.7 and decision 1/CP.10 (See FCCC/SBI/2007/L.31, paragraph 3)	21 March
14.	<u>Reducing emissions from deforestation in developing countries: approaches to stimulate action</u> Views on how to address outstanding methodological issues (See FCCC/SBSTA/2007/L.23/Add.1/Rev.1, paragraph 7a)	21 March
15.	<u>Activities implemented jointly under the pilot phase</u> Reports on activities implemented jointly under the pilot phase, to be included in the eighth synthesis report (See FCCC/CP/2006/5/Add.1, decision 6/CP.12, paragraph 2)	1 June
16.	<u>Carbon capture and storage in geological formations as clean development mechanism project activities</u> Views on issues relevant to the consideration of CCS in geological formations as CDM project activities (See FCCC/SBSTA/2007/L.19, paragraph 4)	16 June
17.	<u>Capacity-building for developing countries under the Convention</u> Information on Parties' experiences with monitoring and evaluation of capacity-building at the national level (See FCCC/CP/2007/L.5, paragraph 5)	15 August
18.	<u>Capacity-building for developing countries under the Kyoto Protocol</u> Information on Parties' experiences with monitoring and evaluation of capacity-building at the national level (See FCCC/KP/CMP/2007/L.6, paragraph 3)	15 August
19.	<u>Analysis of mitigation potentials and identification of ranges of emission reduction objectives of Annex I Parties</u> Additional and updated information and data from Annex I Parties related to the tasks set out in paragraph 17 (a) (i) and (ii) of FCCC/KP/AWG/2006/4; and on the scale of emission reductions to be achieved by Annex I Parties in aggregate; as well as on the topics to be covered and expert/organizations to be invited to participate in the thematic in-session workshop (to be held at the resumed sixth session of the AWG) on the tasks set out in paragraph 17 (a) (i) and (ii) of FCCC/KP/AWG/2006/4 (See FCCC/KP/AWG/2007/L.6/Rev.1,* paragraph 8 (d) (i))	5 September
20.	<u>Research and systematic observation</u> Additional information on national activities with respect to implementing the Implementation Plan for the Global Observing System for Climate in Support of the UNFCCC (See FCCC/SBSTA/2005/10, paragraph 95 and FCCC/SBSTA/2007/L.14, paragraph 4)	15 September
21.	<u>Least Developed Countries Fund</u> Information from Parties and intergovernmental organizations on implementation of NAPAs, including on assessing funds from the LDCF (See FCCC/SBI/2007/15, paragraph 45)	19 September
22.	<u>Further activities by the AWG in 2009</u> Views on further activities to be undertaken during 2009, in accordance with the work programme of the AWG (See FCCC/KP/AWG/2007/L.6/Rev.1,* paragraph 8 (d) (ii))	3 October



2009		
23.	<u>Legal implications arising from the work of the AWG</u> Views on the legal implications arising from the work of the AWG pursuant to Article 3, paragraph 9, of the Kyoto Protocol (See FCCC/KP/AWG/2007/L.6/Rev.1,* paragraph 10 (a))	15 February
24.	<u>Scale of emission reductions and options for allocating the mitigation effort</u> Views on the scale of emission reductions to be achieved by Annex I Parties in aggregate and on options for the allocation of the corresponding mitigation effort and their contribution to the global effort to reach the ultimate objective of the Convention (See FCCC/KP/AWG/2007/L.6/Rev.1,* paragraph 10 (b))	15 February
25.	<u>Intergovernmental Panel on Climate Change guidelines for national greenhouse gas inventories</u> Information on experience gained with the 2006 IPCC Guidelines, further considerations related to the future revision of the UNFCCC reporting guidelines for Annex I Parties, the considerations related to the 2006 IPCC Guidelines and reporting issues relating to the 2006 IPCC Guidelines (See FCCC/SBSTA/2007/4/, paragraph 56 and 57)	15 February

2012		
26.	<u>Capacity-building for countries with economies in transition under the Convention</u> Information on how Parties have implemented capacity-building activities in EIT countries (See FCCC/SBI/2007/L.27, paragraph 7)	xx February
27.	<u>Capacity-building for countries with economies in transition under the Kyoto Protocol</u> Information on how Parties have implemented capacity-building activities in EIT countries (See FCCC/SBI/2007/L.28, paragraph 7)	xx February

Annually		
28.	<u>Capacity-building under the Kyoto Protocol</u> Information from Parties on the activities that they have undertaken pursuant to decision 29/CMP.1 (See FCCC/KP/CMP/2006/10/Add.1, decision 6/CMP.2 and FCCC/SBI/2007/L.9, paragraph 2)	17 August
29.	<u>Capacity-building under the Convention</u> Information from Parties on the activities they have undertaken pursuant to decision 2/CP.7 and 2/CP.10, which should include, inter alia, such elements as needs and gaps, experiences and lessons learned (See FCCC/CP/2006/5/Add.1, decision 4/CP.12 and FCCC/SBI/2007/L.8, paragraph 2)	17 August

Other information requests		
<u>Development and transfer of technologies under the SBI</u> Parties are also reminded to identify and designate their national entity for the development and transfer of technologies and to communicate this to the secretariat by the fourteenth session of the Conference of the Parties, as requested in FCCC/CP/2007/L.2, paragraph 8. It is recommended that Parties provide this information by 17 November.		