



Date: 13 March 2012
Reference: CF/SD/MEN
Direct line: +49 228 815-1523
Page 1 of 3

INFORMATION NOTE

Revised eligibility and selection criteria for Party applications for side events and exhibits

I would like to inform Parties and observer organizations on revised eligibility and selection criteria for Party applications for side events and exhibits at sessions of the UNFCCC and the Convention bodies.

The Subsidiary Body for Implementation (SBI), at its thirty-fourth session, recalled the conclusions from its thirty-third session recognizing that the range and value of observer organization engagement is diverse, broad and rich, and that the role and contributions of observer organizations in the UNFCCC process should be enhanced.¹

The SBI further recognized the need to engage a broad range of stakeholders at the global, regional, national and local levels, be they government, including subnational and local government, private business or civil society, including youth and persons with disability, and that gender equality and the effective participation of women and indigenous peoples are important for effective action on all aspects of climate change.²

In this context, the SBI agreed that the existing means of engagement of observer organizations could be further enhanced, in the spirit of fostering openness, transparency and inclusiveness, through “Encouraging all Parties to further engage stakeholders at the national level, including information dissemination and consultation”.³

Distribution: To Parties and observer States through national focal points for climate change and diplomatic missions accredited to the Federal Republic of Germany.
To United Nations Secretariat units and bodies, specialized agencies and related organizations.
To all intergovernmental organizations and non-governmental organizations admitted as observers by the Conference of the Parties.

¹ FCCC/SBI/2011/7, paragraph 169.

² FCCC/SBI/2011/7, paragraph 170.

³ FCCC/SBI/2011/7, paragraph 178(c).



The recent increased demand by Parties for side event and exhibit slots has resulted in fewer possibilities for observer organizations to use these modes of observer engagement, even though these were originally created for observer organizations to be provided with space for presenting their voice and contribute positively outside the formal negotiation process.

Currently, the eligibility and selection criteria are as follows:

1. One application per Party/observer organization, if the number of applications exceeds the number of available slots;
2. Indicative maximum distribution among categories: Parties, 20 per cent; United Nations, 10 per cent; intergovernmental organizations, 10 per cent; non-governmental organizations (NGOs), 60 per cent;
3. Joint applications of Parties, Parties and observer organizations, or observer organizations;
4. Applications from NGOs in Parties not included in Annex I to the Convention;
5. Assessment of relevance to issues under discussion/negotiation at the particular session;
6. Balance among observer constituencies;
7. Balance among topic themes.

In the light of the aforementioned SBI conclusions and in order to ensure wider access to side event and exhibit slots by observer organizations, the secretariat will introduce a revised eligibility and selection criteria for Party applications as follows:

1. Party applicants must partner with an observer organization in order to apply for a side event slot and/or an exhibit slot. Parties that do not partner with observer organizations will not be eligible for slots;
2. Among those Parties that partner with observer organizations, priority will be given to the following:
 - a) Parties from the region hosting the Conference of the Parties (COP)/the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) in the year; then
 - b) Parties from other regions;
3. Any observer organization that partners with a Party applicant will not be eligible to apply on its own (i.e. the principle of one application per Party/observer organization);
4. Joint applications between Parties and observer organizations will be prioritized in the selection process.

The secretariat hopes that these revised eligibility and selection criteria will create an incentive for Parties to engage NGOs in the substantive areas of the negotiations, while securing opportunities for observer organizations to present their work.



Page 3

These revised eligibility and selection criteria will be effective for the COP 18/CMP 8 application process, which starts on 7 August 2012. Any additional information will be posted on the UNFCCC website at <http://regserver.unfccc.int/seors?session_id=->.

Yours sincerely,

(Signed by)

Christiana Figueres