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INFORMATION NOTE

Opening of the Online Registration System – Bonn Zone

United Nations Climate Change Conference, COP 23/CMP 13/CMA 1.2 6–17 November 2017, Bonn, Germany

I refer to the United Nations Climate Change Conference to be held in Bonn, Germany, from 6 to 17 November 2017 and to an information note dated 17 May 2017, (http://unfccc.int/files/essential_background/convention/application/pdf/information_note_to_parties_opening_of_ors_for_cop_cop_23_.pdf), informing Parties and observer States of the fact that the Conference will be organised using the “One conference, two zones” concept. That information note also announced the opening of the Online Registration System (ORS) for the **Bula Zone** and invited Parties and observer States to make their respective nominations for the conference.

The purpose of this current note is to inform Parties and observer States that the Online Registration System for the **Bonn Zone** is now open as well.

The **Bula Zone** will include plenary halls and meeting rooms for negotiations in the World Conference Center Bonn (WCCB). This will be complemented by United Nations Campus facilities and temporary structures built to accommodate meeting rooms, delegation offices and media facilities in the immediate surrounding areas.

The **Bonn Zone** will be located in the “Rheinaue Park” and will accommodate climate action events, including high-level events, side events, exhibits and media activities, as well as delegation pavilions.

Both zones will be well connected through regular bus lines with enhanced service. A 1.4 km connecting road will be enhanced with a special shuttle service. In addition, bicycles will be available on loan free of charge.

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



The ORS for the **Bonn Zone** will remain open for registration until the end of the conference. Online registration is the only official channel for nominating participants for the **Bonn Zone**. The secretariat is not in a position to receive nominations sent by any other method such as e-mail, letter or fax. The ORS is available at the following web address:

<https://onlinereg.unfccc.int/>

The user manual for the system is available at the following web address:

https://onlinereg.unfccc.int/onlinereg/public/UNFCCC_ORIS_User_Manual-Parties_and_Observer_States.pdf

The manual contains complete information and guidelines on how to access and use the system. Requests for technical support can be sent to the following e-mail address:

onlinereg@unfccc.int

The annex to this note provides a screenshot of the ORS registration screen indicating the new feature that will allow the national focal points of Parties and observer States to nominate participants for the **Bonn Zone**.

In selecting “Bonn Zone Only” from the Badge type drop-down list, the participant will not be able to enter the Bula Zone. The badge of the participant will not contain any reference to the Party or observer State and the participant will not be included in the official list of participants of the conference as a member of the Party or observer State delegation.

Further information on the conference will be communicated in due course. Please visit the following links for more comprehensive information on the conference.

http://unfccc.int/meetings/bonn_nov_2017/meeting/10084.php

<http://newsroom.unfccc.int/cop-23-bonn/>

Formal notification of the above-mentioned sessions and the corresponding provisional agendas will be issued in due course, in accordance with the draft rules of procedure being applied.

Yours faithfully,

(Signed by)

Halldór Thorgeirsson
Senior Director for Intergovernmental Affairs



Annex

Process of Party or observer State nomination for the Bonn Zone

Create/update participant

Personal information

Salutation*	<input type="text" value="--- Please select ---"/>	[?]
Given name*	<input type="text"/>	[?]
Family name*	<input type="text"/>	[?]
No last name in the passport	<input type="checkbox"/>	[?]
Functional title	<input type="text"/>	[?]
Minister or above	<input type="checkbox"/>	[?]
Department	<input type="text"/>	[?]
Organization	<input type="text"/>	[?]
Organization (quickreg)	<input type="text"/>	[?]
Date of birth (DD/MM/YYYY)*	<input type="text"/>	[?]
Identification document* number (Passport number)	<input type="text"/>	[?]
Identification document* issued by	<input type="text" value="--- Please select ---"/>	[?]
E-mail address*	<input type="text"/>	[?]

Participation parameters

Badge type*	<input type="text" value="--- Please select ---"/>	[?]
Order in List of Participants*	<input type="text" value="--- Please select ---"/>	[?]
<input type="button" value="Save and continue"/>		

Party head

Party delegate

Party overflow

Party deputy head

Zone Bonn Only

before confirmation

* Head of Sub-national Government of municipal authority.

Please Note

- **The participant will not be able to enter the Bula Zone.**
- **The badge of the participant will contain no reference to the Party or observer State**
- **The participant will not be included in the official list of participants of the conference as a member of the Party or observer State delegation.**