



## MESSAGE TO PARTIES

*This notification is being sent to Parties and Observer States to the Convention. It is addressed to their National Focal Points for Climate Change. For those Parties that have not yet identified National Focal Points, the message is being sent to their Diplomatic Missions accredited to the Federal Republic of Germany; for those Parties not accredited to the Federal Republic of Germany, it is being sent to the Permanent Missions in New York or Ministries of Foreign Affairs as appropriate. In all cases, the communication is copied to the Diplomatic Missions accredited to the Federal Republic of Germany and the Permanent Missions to the United Nations Office at Geneva.*

This note has been prepared as a reference tool for Parties, in order to facilitate early submission of information and views requested by the 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.

In order for the documents to be produced in a timely manner for the next sessions 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.

Yours sincerely,  
**Original Signed**  
**Richard J. Kinley**  
**a signé l'original**  
Richard Kinley  
Acting Deputy Executive Secretary



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

Submission		Date
<b>2005</b>		
1.	<p><u>Good practice guidance for land use, land-use change and forestry (LULUCF) activities under the Kyoto Protocol, harvested wood products and other issues relating to LULUCF</u></p> <p>Available/updated data and information from Parties included in Annex I to the Convention on:</p> <ol style="list-style-type: none"><li>Changes in carbon stocks and GHG emissions from harvested wood products</li><li>Experiences with the use of the <i>Revised 1996 Intergovernmental Panel on Climate Change Guidelines for Greenhouse Gas Inventories</i> and the <i>IPCC Good Practice Guidance for Land Use, Land-use Change and Forestry</i> to generate such data and information</li></ol> <p>(See document FCCC/SBSTA/2004/13, paragraph 32)</p>	1 August
2.	<p><u>Scientific, technical and socio-economic aspects of mitigation of climate change</u></p> <p>Views on the lessons learned from the mitigation workshops held to date and any future steps under this agenda item</p> <p>(See document FCCC/SBSTA/2004/13, paragraph 22)</p>	5 August
3.	<p><u>Implications of the implementation of project activities under the clean development mechanism referred to in decision 12/CP.10</u></p> <p>Input from Parties on:</p> <ol style="list-style-type: none"><li>Implications of the establishment, under the clean development mechanism, of new hydrochlorofluorocarbon-22 (HCFC-22) facilities seeking to obtain certified emissions reductions for the destruction of hydrofluorocarbon-23 (HFC-23) for the achievement of the objective of the Montreal Protocol on Substances that Deplete the Ozone Layer, taking into account the principles established in Article 3, paragraph 1, and the definitions in Article 1, paragraph 5, of the Convention</li><li>Means to address such implications</li></ol> <p>(See document FCCC/SBSTA/2005/L.3, paragraph 2)</p>	5 August
4.	<p><u>Technical guidance on methodologies for adjustments under Article 5, paragraph 2, of the Kyoto Protocol</u></p> <p>Proposals from Parties on the development of criteria for cases of failure to submit information relating to estimates of GHG emissions by sources and removals by sinks from activities under Article 3, paragraphs 3 and 4, of the Kyoto Protocol</p> <p>(See document FCCC/SBSTA/2005/L.2, paragraph 4)</p>	19 August
5.	<p><u>Capacity-building under the Kyoto Protocol</u></p> <p>Views from Parties on additional priority areas for capacity-building relating to the implementation of the Kyoto Protocol</p> <p>(See FCCC/SBI/2002/17, paragraph 35 (h) and FCCC/SBI/2005/10, section VIII B)</p>	19 August
6.	<p><u>Cooperation with relevant international organizations</u></p> <p>Views from Parties on two reports:</p> <ol style="list-style-type: none"><li>The report on progress made towards implementing the initial ocean climate observing system, prepared by the secretariat of the Global Ocean Observing System of the Intergovernmental Oceanographic Commission of the United Nations Educational, Scientific and Cultural Organization, in cooperation with the Global Climate Observing System (GCOS), and presented in document FCCC/SBSTA/2005/MISC.5</li><li>The final report on the analysis of data exchange issues in global atmospheric and hydrological networks provided by the GCOS secretariat in consultation with the World Meteorological Organization</li></ol> <p>(See document FCCC/SBSTA/2005/L.9, paragraphs 1 to 3)</p>	15 September



7.	<u>Financial mechanism of the Convention</u> Information on experiences regarding the effectiveness of the financial mechanism, in accordance with the criteria set out in the guidelines annexed to decision 3/CP.4 (See document FCCC/SBI/2004/19, paragraph 53)	15 October
8.	<u>Arrangements for intergovernmental meetings</u> Views on possible options for further improvement of the organization of the intergovernmental process, including those identified in documents FCCC/SBI/2005/2 and FCCC/SBI/2005/4 (See document FCCC/SBI/2005/L.4, paragraphs 12-13)	15 November
9.	<u>Cooperation with relevant international organizations</u> Views on the option paper for enhanced cooperation among the three Rio Conventions and on the outcome of its consideration by the Joint Liaison Group (See document FCCC/SBSTA/2004/13, paragraph 114)	No date specified <sup>1</sup>
10.	<u>Development and transfer of technologies</u> Information relating to opportunities for joint research and development programmes/projects relevant to the provisions of Article 4, paragraph 5 of the Convention (See document FCCC/SBSTA/2005/L.13, paragraph 11)	No date specified <sup>2</sup>
<b>2006</b>		
11.	<u>Research needs relating to the Convention</u> Information from Parties on identified research needs and priorities relating to the Convention, including information relating to the enhancement of the capacity of developing countries to contribute to and participate in climate change research (See document FCCC/SBSTA/2005/L.6, paragraph 4)	15 January
12.	<u>Special report of the Intergovernmental Panel on Climate Change on safeguarding the ozone layer and global climate system: issues relating to hydrofluorocarbons and perfluorocarbons</u> Views from Parties on aspects of the IPCC/TEAP special report relevant to the objective of the Convention (See document FCCC/SBSTA/2005/L.8, paragraph 6)	13 February
13.	<u>Capacity-building for developing countries (non-Annex I Parties)</u> Views on steps to be taken by the SBI to monitor regularly capacity-building activities undertaken pursuant to decision 2/CP.7 (See document FCCC/CP/2004/10/Add.1, decision 2/CP.10, paragraph 8)	15 February
14.	<u>Issues relating to greenhouse gas inventories</u> Views from Parties on experiences using a prototype data interface; on possible improvements, including the extent of its scope and coverage; and on next steps in progressing the work on the interface (See document FCCC/SBSTA/2004/13, paragraph 58 (b))	1 March
15.	<u>Activities implemented jointly under the pilot phase</u> Reports on activities implemented jointly under the pilot phase to be considered in the seventh synthesis report (See decision 10/CP.10, paragraph 2) <sup>3</sup>	1 June

<sup>1</sup> The secretariat will make available on its web site the outcome of the consideration of the options paper by the Joint Liaison Group following its next meeting.

<sup>2</sup> The secretariat will post the information received as a result of this request on its technology information clearing house (TT:CLEAR).

<sup>3</sup> This is in line with a change in the frequency of the preparation and consideration of the synthesis report from annual to biennial.



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16.	<u>National communications from Parties not included in Annex I to the Convention</u> Views on Parties' experiences with the GEF and its implementing agencies in relation to the preparation of their national communications, for consideration by the SBI (See document FCCC/SBI/2003/19, paragraph 21 (c))	no date specified
<b>2007</b>		
17.	<u>Good practice guidance for land use, land-use change and forestry activities under Article 3, paragraphs 3 and 4, of the Kyoto Protocol</u> Views on the tables of the common reporting format on land use, land-use change and forestry under the Kyoto Protocol and accounts of their experiences on the use of these tables (See decision 15/CP.10, paragraph 3)	30 June