



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

Ref: ICA/OBS/COP 11/05
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Bonn, 12 September 2005

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 Executive Secretary, I wish to notify all intergovernmental organizations (IGOs) and non-governmental organizations (NGOs) admitted as observers by the Conference of the Parties of the following sessions of the bodies of the Convention and its Protocol that will take place at the Palais des Congrès de Montréal, 1001 Place Jean-Paul-Riopelle, Montreal, Canada, <www.congresmtl.com>, between 28 November and 9 December 2005:

- The eleventh session of the Conference of the Parties (COP 11)
- The first session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (COP/MOP 1)
- The twenty-third session of the Subsidiary Body for Scientific and Technological Advice (SBSTA 23)
- The twenty-third session of the Subsidiary Body for Implementation (SBI 23).

The names, titles and contact details (including address, telephone, fax and e-mail) of the representatives for the sessions should be communicated by each observer organization, through its designated contact point for climate change, as soon as possible and **not later than Monday, 17 October 2005** at the address of the secretariat:

UNFCCC secretariat
Haus Carstanjen, Martin-Luther-King-Strasse 8,
P.O. Box 260 124, 53153 Bonn, Germany
Fax: +49 228 815 1999
E-mail: <secretariat@unfccc.int>

Two annexes are attached to this notification. Annex I contains the provisional agendas of the above-mentioned sessions. Annex II offers useful information for participants, including important guidelines for the issuance of visas. Useful information on the sessions will soon be posted on the UNFCCC web site <www.unfccc.int>

Yours sincerely,

**Original Signed
Richard J. Kinley
à signé l'original**

Richard Kinley
Secretary of the Conferences



Annex I

Provisional Agendas**Provisional agenda of the
Conference of the Parties at its eleventh session**

Symbols of documents for each agenda item are indicated.

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

1. Opening of the session
2. Organizational matters:
 - (a) Election of the President of the Conference at its eleventh session
FCCC/CP/2005/INF.1; FCCC/KP/CMP/2005/INF.1
 - (b) Status of ratification of the Convention
FCCC/CP/2005/INF.1; FCCC/KP/CMP/2005/INF.1
 - (c) Adoption of the rules of procedure
FCCC/CP/1996/2
 - (d) Adoption of the agenda
FCCC/CP/2005/1
 - (e) Election of officers other than the President
 - (f) Admission of organizations as observers
FCCC/CP/2005/2 and Add.1
 - (g) Organization of work, including the sessions of the subsidiary bodies
FCCC/CP/2005/1; FCCC/SBI/2005/11, FCCC/SBSTA/2005/5
 - (h) Date and venue of the twelfth session of the Conference of the Parties
 - (i) Calendar of meetings of Convention bodies, 2006–2010
 - (j) Adoption of the report on credentials
3. Reports of the subsidiary bodies and decisions and conclusions arising therefrom:
 - (a) Report of the Subsidiary Body for Scientific and Technological Advice
 - (b) Report of the Subsidiary Body for Implementation
FCCC/SBI/2005/10 and Add.1; FCCC/SBSTA/2005/4 and Add.1
4. Review of implementation of commitments and of other provisions of the Convention:
 - (a) Financial mechanism of the Convention
FCCC/CP/2005/3
 - (b) National communications
 - (i) National communications from Parties included in Annex I to the Convention



- (ii) National communications from Parties not included in Annex I to the Convention
- (c) Development and transfer of technologies
- (d) Capacity-building under the Convention
- (e) Implementation of Article 4, paragraphs 8 and 9, of the Convention:
 - (i) Implementation of the Buenos Aires programme of work on adaptation and response measures (decision 1/CP.10)
 - (ii) Matters relating to the least developed countries
- 5. Second review of the adequacy of Article 4, paragraph 2 (a) and (b), of the Convention¹
- 6. Reducing emissions from deforestation in developing countries: approaches to stimulate action²
- 7. Administrative, financial and institutional matters:
 - (a) Income and budget performance in the biennium 2004–2005
 - (b) Programme budget for the biennium 2006–2007
 - (c) Institutional linkage of the secretariat to the United Nations
 - (d) Internal review of the activities of the secretariat
 - (e) Procedure for the appointment of an Executive Secretary
- 8. Other matters referred to the Conference of the Parties by the subsidiary bodies
- 9. High-level segment
- 10. Statements by observer organizations
- 11. Other matters
- 12. Conclusion of the session:
 - (a) Adoption of the report of the Conference on its eleventh session
 - (b) Closure of the session.

¹ At the fourth session of the Conference of the Parties (COP), it “proved impossible to reach any agreed conclusions or decisions” on this matter (FCCC/CP/1998/16, para. 64) and the item was therefore included in the provisional agenda for the COP at its fifth session in accordance with rule 10 (c) and rule 16 of the draft rules of procedure being applied. The COP, at its fifth session, could not reach a conclusion on this matter (FCCC/CP/1999/6, para. 18), and following rule 10 (c) and rule 16 of the draft rules of procedure being applied the item was included in the provisional agenda for the sixth, seventh, eighth, ninth and tenth sessions with a footnote reflecting a proposal by the Group of 77 and China to amend the item to “Review of the adequacy of implementation of Article 4, paragraph 2 (a) and (b), of the Convention”. At its tenth session, the COP decided to include the item in the provisional agenda for its eleventh session, with an appropriate explanatory footnote (FCCC/CP/2004/10, para. 26).

² At the request of Papua New Guinea, this item was included in the provisional agenda.



**Provisional agenda of the
Conference of the Parties serving as the meeting of the Parties
to the Kyoto Protocol at its first session**

Symbols of documents for each agenda item are indicated.

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

1. Opening of the session
2. Organizational matters:
 - (a) Status of ratification of the Kyoto Protocol
FCCC/CP/2005/INF.1; FCCC/KP/CMP/2005/INF.1
 - (b) Application of the rules of procedure of the Conference of the Parties
FCCC/CP/2005/INF.1; FCCC/KP/CMP/2005/INF.1; FCCC/CP/1996/2
 - (c) Adoption of the agenda
FCCC/KP/CMP/2005/1
 - (d) Election of replacement officers
 - (e) Organization of work, including the sessions of the subsidiary bodies
FCCC/KP/CMP/2005/1; FCCC/SBI/2005/11; FCCC/SBSTA/2005/5
 - (f) Date and venue of the second session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol
 - (g) Approval of the report on credentials
3. Adoption of decisions forwarded by the Conference of the Parties to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol at its first session
FCCC/KP/CMP/2005/3 and Add.1-4
4. Report of the Executive Board of the clean development mechanism and election of members of the Executive Board
FCCC/KP/CMP/2005/4 and Add.1
5. Implementation of Article 6 of the Kyoto Protocol, including election of members of the Article 6 Supervisory Committee
6. Report of the administrator of the international transaction log under the Kyoto Protocol
FCCC/KP/CMP/2005/5 and Add.1
7. Procedures and mechanisms relating to compliance under the Kyoto Protocol
 - (a) Adoption of procedures and mechanisms relating to compliance under the Kyoto Protocol, in terms of Article 18 of the Kyoto Protocol
 - (b) Proposal from Saudi Arabia to amend the Kyoto Protocol
FCCC/KP/CMP/2005/2; FCCC/CP/2001/13/Add.3
 - (c) Election of members of the Compliance Committee
8. Capacity-building under the Kyoto Protocol
9. Adaptation Fund



10. Matters relating to Article 2, paragraph 3, of the Kyoto Protocol¹
11. Article 3, paragraph 9, of the Kyoto Protocol: consideration of commitments for subsequent periods for Parties included in Annex I to the Convention
12. Administrative, financial and institutional matters:
 - (a) Income and budget performance in the biennium 2004–2005
 - (b) Programme budget for the biennium 2006–2007
 - (c) Privileges and immunities for individuals serving on constituted bodies established under the Kyoto Protocol
FCCC/KP/CMP/2005/6
13. Reports of the subsidiary bodies and decisions and conclusions arising therefrom:
 - (a) Report of the Subsidiary Body for Scientific and Technological Advice
 - (b) Report of the Subsidiary Body for Implementation
14. Other matters referred to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol by the subsidiary bodies
15. High-level segment
16. Statements by observer organizations
17. Other matters
18. Conclusion of the session:
 - (a) Adoption of the report of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol on its first session
 - (b) Closure of the session.

¹ At the request of Saudi Arabia, this item was included in the provisional agenda for the Conference of the Parties (COP) at its eighth session. The COP was unable to reach a conclusion on the matter and decided to include this item in the provisional agenda for its ninth session accompanied by an appropriate explanatory footnote. At COP 9 and COP 10, Parties were unable to reach a conclusion on the matter and decided to include this item in the provisional agenda for the next session, accompanied by an appropriate explanatory footnote. (FCCC/CP/2004/10, para. 26). Because this item pertains to the Kyoto Protocol, it is included in the provisional agenda for the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol.



**Provisional agenda of the
Subsidiary Body for Scientific and Technological Advice at its twenty-third session**

Symbols of documents for each agenda item are indicated.

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

1. Opening of the session
2. Organizational matters:
 - (a) Adoption of the agenda
FCCC/SBSTA/2005/5
 - (b) Organization of the work of the session
 - (c) Election of officers other than the Chair
 - (d) Election of replacement officers
3. Scientific, technical and socio-economic aspects of impacts of, and vulnerability and adaptation to, climate change
4. Scientific, technical and socio-economic aspects of mitigation of climate change
FCCC/SBSTA/2005/INF.5; FCCC/SBSTA/2005/Misc.12 and Add.1
5. Methodological issues under the Convention:
 - (a) Harvested wood products
FCCC/SBSTA/2005/INF.7; FCCC/SBSTA/2005/Misc.9
 - (b) Common reporting format for land use, land-use change and forestry
FCCC/SBSTA/2005/7; FCCC/SBSTA/2005/Misc.7
 - (c) Emissions from fuel used for international aviation and maritime transport
6. Methodological issues under the Kyoto Protocol:
 - (a) Criteria for cases of failure to submit information relating to estimates of greenhouse gas emissions by sources and removals by sinks from activities under Article 3, paragraphs 3 and 4, of the Kyoto Protocol
FCCC/SBSTA/2005/Misc.13
 - (b) Implications of the implementation of project activities under the clean development mechanism, referred to in decision 12/CP.10, for the achievement of objectives of other environmental conventions and protocols
FCCC/SBSTA/2005/INF.8; FCCC/SBSTA/2005/Misc.10; FCCC/SBSTA/2005/Misc.11
7. Report of the administrator of the international transaction log under the Kyoto Protocol
8. Development and transfer of technologies:
 - (a) Matters relating to the implementation of the framework for meaningful and effective actions to enhance the implementation of Article 4, paragraph 5, of the Convention
FCCC/SBSTA/2005/8; FCCC/SBSTA/2005/INF.9
 - (b) Work programme of the Expert Group on Technology Transfer for 2006
FCCC/SBSTA/2005/INF.10



9. Research and systematic observation
FCCC/SBSTA/2005/Misc.14; FCCC/SBSTA/2005/Misc.15; FCCC/SBSTA/2005/Misc.16
10. Special report of the Intergovernmental Panel on Climate Change on carbon dioxide capture and storage
11. Cooperation with relevant international organizations:
 - (a) International Meeting to Review the Implementation of the Programme of Action for the Sustainable Development of Small Island Developing States
 - (b) Cooperation with other conventions, scientific organizations and United Nations bodies
FCCC/SBSTA/2005/INF.11
12. Other matters:
 - (a) Progress reports
FCCC/SBSTA/2005/6; FCCC/SBSTA/2005/9; FCCC/SBSTA/2005/INF.6; FCCC/SBSTA/2005/Misc.8
 - (b) Issues relating to the implementation of Article 2, paragraph 3, of the Kyoto Protocol
 - (c) Other matters referred by the Conference of the Parties
 - (d) Other matters referred by the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol
 - (e) Any other matters
13. Report on the session



**Provisional agenda of the
Subsidiary Body for Implementation at its twenty-third session**

Symbols of documents 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/2005/11
 - (b) Organization of the work of the session
FCCC/SBI/2005/11
 - (c) Election of officers other than the Chair
 - (d) Election of replacement officers
3. National communications from Parties included in Annex I to the Convention:
 - (a) Options for the review process
FCCC/SBI/2005/16
 - (b) Report on the national greenhouse gas inventory data from Parties included in Annex I to the Convention for the period 1990–2003
FCCC/SBI/2005/17
 - (c) Status report on the review of third national communications
FCCC/SBI/2005/INF.9
4. National communications from Parties not included in Annex I to the Convention:
 - (a) Work of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention
FCCC/SBI/2005/22
 - (b) Compilation and synthesis of initial national communications
FCCC/SBI/2005/18 and Adds. 1–6
 - (c) Provision of financial and technical support
FCCC/SBI/2005/INF.8
5. Financial mechanism (Convention):
 - (a) Special Climate Change Fund
 - (b) Report of the Global Environment Facility to the Conference of the Parties
FCCC/CP/2005/3
 - (c) Matters relating to the implementation of decision 5/CP.8
FCCC/SBI/2005/INF.7
 - (d) Additional guidance to the Global Environment Facility
6. Financial mechanism (Kyoto Protocol):
 - (a) Adaptation Fund
FCCC/SBI/2005/19



- (b) Guidance to the Global Environment Facility
- 7. Article 6 of the Convention
FCCC/SBI/2005/14; FCCC/SBI/2005/21
- 8. Capacity-building under the Convention
- 9. Capacity-building under the Kyoto Protocol
FCCC/SBI/2005/Misc.3
- 10. Implementation of Article 4, paragraphs 8 and 9, of the Convention:
 - (a) Buenos Aires programme of work on adaptation and response measures
(decision 1/CP.10)
 - (b) Matters relating to the least developed countries
FCCC/SBI/2005/12; FCCC/SBI/2005/20; FCCC/TP/2005/2-5
- 11. Administrative, financial and institutional matters:
 - (a) Budget performance for the biennium 2004–2005
FCCC/SBI/2005/13; FCCC/SBI/2005/INF.10
 - (b) Programme budget for the biennium 2006–2007
FCCC/SBI/2005/INF.6
 - (c) Institutional linkage of the secretariat to the United Nations
FCCC/SBI/2005/15
 - (d) Privileges and immunities for individuals serving on constituted bodies established under the Kyoto Protocol
FCCC/KP/CMP/2005/6
- 12. Continuing review of the functions and operations of the secretariat
- 13. Other matters:
 - (a) Other matters referred by the Conference of the Parties
 - (b) Other matters referred by the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol
 - (c) Any other matters
- 14. Report on the session.

Annex II**Guide for Participants**

Visas	All foreign delegates entering Canada must have a valid passport. Very early contact with Canadian missions abroad is strongly advised to allow sufficient time for the request to be processed and the visa issued as appropriate, before departure. To facilitate the issuance of a visa, a copy of this signed notification should be attached to the duly completed visa request form including all supporting documentation, as required. The processing fee is waived, so there will be no charge for the visa issuance. Information on visa arrangements can be found on the UNFCCC web site. < www.unfccc.int >. Please also consult the web site of the Citizenship and Immigration Canada at < www.cic.gc.ca >.
Hotels	Representatives can consult the hotel list compiled by the Government of Canada: < https://www.tourisme-montreal.org/Housing/climate2005/Accommodation >.
Medical insurance	Participants are strongly advised to obtain, before departure to Montreal, adequate and valid individual or group travel insurance to cover any expenses that may arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment.
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, participants are strongly recommended to obtain international medical insurance for the period of participation.
Registration	<ul style="list-style-type: none">• All participants are requested to register upon arrival at the desk located in the Palais des Congrès.• A valid photo ID should be presented to the registration staff.• As of 27 November 2005, the “no registration, no access” rule shall be strictly applied and will be enforced throughout the period of the sessions.• Early registration on 26 and 27 November 2005, is highly recommended to avoid delay on the first morning of the sessions. <p>Opening hours Saturday, 26 November 2005 and Sunday, 27 November 2005: from 9 a.m. to 6 p.m. Monday, 28 November 2005 to Friday, 9 December 2005: from 8 a.m. to 7 p.m.</p> <p>Double registration for the session is not permitted. (i.e. observer organization representative and State representative, or observer organization representative and press/media representative).</p>
Badges	Badges are required for participants to gain access to the premises. They are issued only on the basis of a letter of nomination from Parties or admitted observer States. For security reasons, all participants are requested to wear their badge at all times.
Side Events	The online application process is open from 12 September 2005 to 30 September 2005. Events are chosen on a first-come, first-served basis to produce a balanced schedule, which will be available on the UNFCCC web site by the end of October. Those applicants who cannot be accommodated are encouraged to request participation in scheduled events.



Press Briefing	IGOS and NGOs wishing to organize a Press Briefing should inform the NGO Liaison team. Press briefings are normally thirty minutes in duration and may be held between 10 a.m. to 12.30 p.m. or 3.30 to 5.30 p.m. on all days except Sunday, 4 December 2005. Organizers are responsible for arranging the Press themselves.
Materials	Parties and admitted organizations with materials for distribution are requested to contact the NGO Liaison team for information on the ...inSide climate change publications counter. This provides a focus for climate change related information and helps to reduce wastage of paper. This service is for those without dedicated exhibits and with limited amounts of material for distribution.
Documents	Please consult the UNFCCC web site < http://maindb.unfccc.int/library > for all available documents: Provisional agendas: FCCC/CP/2005/1 and Add.1 FCCC/KP/CMP/2005/1 and Add.1 FCCC/SBSTA/2005/5 FCCC/SBI/2005/11 Reports: FCCC/SBSTA/2005/4 and Add.1 FCCC/SBI/2005/10 and Add.1 FCCC/CP/2004/10 and Adds.1-2