



COP23 | FIJI

UN CLIMATE CHANGE CONFERENCE

BONN 2017



The Observer COP 23 Guide has been prepared to assist those observers attending a UNFCCC COP for the first time. It is also useful for seasoned observers as the guide has key information for the UN Climate Change Conference, November 2017.

You will find here some pointers on how to effectively contribute to the UNFCCC process. We hope this guide will be a useful tool for you to maneuver through the COP labyrinth and we wish you a fruitful and productive conference.

1. About COP 23

The UN Climate Change Conference November 2017 or what is also called COP 23/ CMP 13/CMP 1.2 will take place in Bonn, Germany and will be presided over by the Government of Fiji and will host the following meetings:

- Twenty-third Conference of the Parties (COP 23)
- Thirteenth Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP 13)
- Second part of the first Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA 1.2)
- Forty-seventh session of the Subsidiary Body for Scientific and Technological Advice (SBSTA 47)
- Forty-seventh session of the Subsidiary Body for Implementation (SBI 47)
- Fourth part of the first session of the Ad Hoc Working Group on the Paris Agreement (APA 1.4)

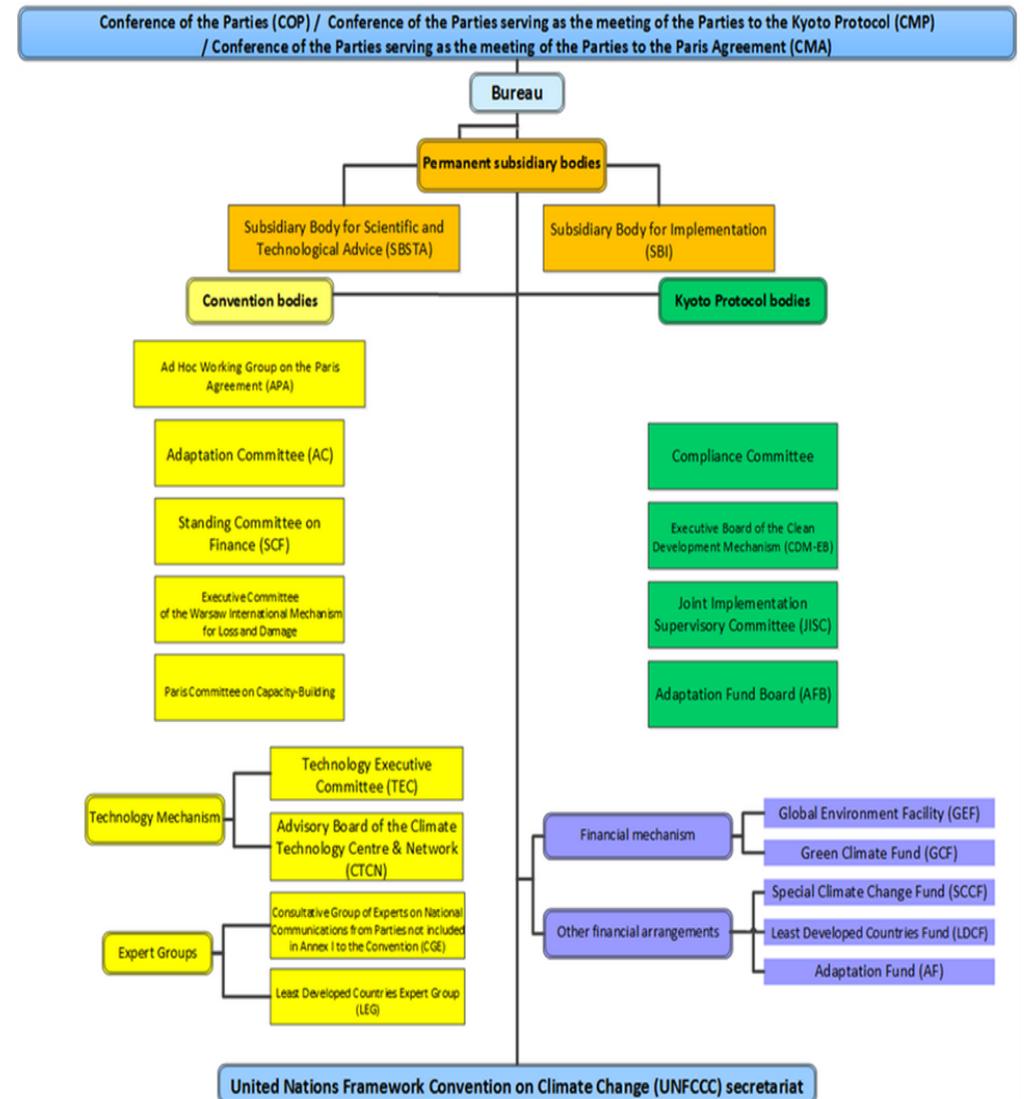
1.1 Negotiation agenda

- The provisional **agendas and annotations** as well as other relevant documents are available on the respective Body's web pages: [COP 23](#) | [CMP 13](#) | [CMA 1.2](#) | [SBI 47](#) | [SBSTA 47](#) | [APA 1.4](#)

Parties achieved greater clarity on **COP 23 deliverables** at a recent [Ministerial in Fiji](#). Major deliverables include:

- **Paris Agreement Work Programme:** A major outcome of COP 23 will be capturing progress on the implementation guidelines for the Paris Agreement. The progress tracker of the work programme is available [here](#).
- **Consultations on the organization of the facilitative dialogue:** The facilitative dialogue in 2018 is mandated to take stock of the collective efforts of Parties towards the Paris Agreement's long-term goal in Article 4 and to inform the preparation of nationally determined contributions (NDCs). It is expected that the facilitative dialogue will be launched at COP 23. Further information is available [here](#).

1.2 UNFCCC's Bodies



1.3 What else is happening at COP23?

The Paris Agreement invited all non-Party stakeholders (NPS) to scale up climate action and Parties acknowledged the need to further enhance the effective engagement of observer organizations and NPS for the implementation and operationalization of the Paris Agreement. At COP 23, the following activities will cast a spotlight on this.

 **Global Climate Action**
The Marrakech Partnership for Global Climate Action (GCA) will host a five-day program of events, demonstrating how cities, regions, businesses and investors are working – in harmony with governments – to implement the Paris Agreement. You can find more information [here](#)

 **Presidency's Open Dialogue**
The Presidency's Open Dialogue offers a unique opportunity for Parties and NGO Constituencies to directly interact with each other in the formal UNFCCC process. In a collaborative "Talanoa" spirit, Parties and NGOs will discuss what is needed to implement and enhance NDCs; and how observer access and participation in the UNFCCC process can be further improved. Further information is available [here](#).

 **Climate Action Studio**
The new Climate Action Studio will highlight collaboration between Parties and non-Party stakeholders at COP 23 where interviewees will share their good practices or ideas for collaborative climate action as an accelerator of implementation.

 **Side events and exhibits**
Bonn Zone will be host to a rich diversity of side events and exhibits that run through the day. The daily side event and exhibit schedule is available [here](#). For the UNFCCC [centralized events calendar](#) please see section 3.3 in page 5 of this guide.

2. Observer organizations

Organizations with observer status are called [Observer Organizations](#). There are three categories of observer organizations -

- United Nations System and its Specialized Agencies
- intergovernmental organizations (IGOs) and
- non-governmental organizations (NGOs).

IGOs and NGOs go through a [review process before being admitted as observers](#) by the COP. For the first time, COP 23 offers a track for [side events and exhibits](#) that allows non-admitted organizations to apply for them.

2.1 Observers and Constituencies

[Constituencies](#) in the UNFCCC mirror the 9 Major Groups, established in the [Agenda 21](#) and re-confirmed in the [outcomes of the Rio+20 summit](#). They are self-

organized loose groups of NGOs with diverse but broadly clustered interests (see table). [Constituency Focal Points](#) provide a conduit for the exchange of official information between their constituents and the secretariat. Participation in a particular constituency is neither official nor is it binding. However, there are potential benefits in belonging to one of the constituencies such as input to joint statements/interventions

and access to the plenary floor; office space at COPs; timely information through constituency daily meetings; access to bilateral meetings with officials; tickets for limited

Since 2016 the UNFCCC secretariat also recognizes the following groups as [informal NGO groups](#):

- Faith Based Organizations (FBOs);
- Education and Capacity Building and Outreach NGOs (ECONGO);
- Parliamentarians.

These informal NGO groups do not enjoy all privileges of an official constituency, but their morning coordination meetings can be announced on CCTV and in the Daily Programme (DP) and they receive a certain amount of tickets to limited access meetings such as opening ceremonies.

UNFCCC Constituencies	
BINGO	Business and industry NGOs
ENGO	Environmental NGOs
Farmers	Farmers and agricultural NGOs
IPO	Indigenous peoples organizations
LGMA	Local government and municipal authorities
RINGO	Research and independent NGOs
TUNGO	Trade union NGOs
WGC	Women and gender constituency
YOUNGO	Youth NGO

2.2 Observers and formal meetings in the Bula Zone

Formal meetings in the UN Climate Change Conference will take place in the following forums.

Plenary

Plenary meetings provide a forum for general statements on the agenda items of the meeting, but negotiations rarely take place here.

Contact Group

Contact groups conduct negotiations on specific agenda items to achieve an agreed outcome.

Informal Consultations

The President or Chair of a subsidiary body or contact group facilitators convene informal consultations.

“Informal informals”

Parties use a range of other informal, smaller group settings, such as ‘Friends of the Chair’ and so-called ‘informal informals’, to advance negotiations on contentious issues or expedite detailed drafting work.

Meeting	Plenary	Contact Group (CG)	Informal Consultations	“Informal Informals”	CG conclusion	Closing plenary
Document	Pre-sessional	Deliberations draft text	Draft text	Deliberations draft text	L document	Adoption of L document
Access	Open	Open unless one-third of Parties present at the session object, and the presiding officer may determine at any time to close.	When there is no contact group The first and last meetings of the informal consultations may be open but respecting Parties’ right to keeping the informal meetings closed.	Closed	Open unless one-third of Parties present at the session object, and the presiding officer may determine at any time to close.	Open

Access to Bula Zone meetings: If and when Parties decide to open closed informal meetings , these changes will be announced on CCTV screens and Twitter: [@UNFCCCObservers](https://twitter.com/UNFCCCObservers)

2.3 Observers and ways-to-engage

Developing position papers and making formal submissions in response to calls for information and views by negotiating bodies.

Holding bilaterals with government delegates to share position papers and submissions, and advocate policy perspectives. The secretariat offers meeting rooms free of charge when available through the Meeting Room Assignment (MRA). More information is available [here](#).

Showcasing and advocacy through [press conferences](#), [side events and exhibits](#) and [1-Day Island](#), whereby observer organizations can network and disseminate their messages and stories to a wide and keen audience.

Making joint constituency statements in the plenaries and at the high-level segment addressing the conference with concise and impactful messages delegates from a diversity of voices channeled through constituencies. Further information is available [here](#).

Preparing for dialogues and briefings and raising key issues and asking pertinent questions to the Presiding officers and the UNFCCC Executive Secretary. These meetings are chaired by one of the Constituency Focal Points. During the conference, information on such meetings will be published in the Daily Programme and on the CCTV screens.

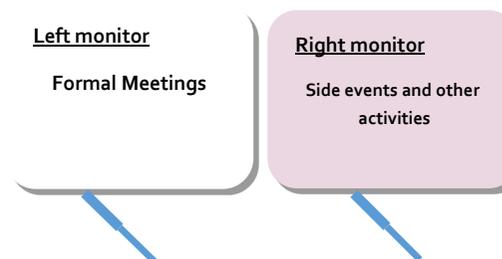
3. Stay up-to-date

1. Daily Programme (DP)

The Daily Programme is the official UNFCCC guide to each day's official meetings, events and press briefings. It also provides an overview of the status of the previous day's negotiations and links to other conference related pages, thus providing quick access to the information needed for the day's meetings. In line with the paper-usage reduction objectives of the UNFCCC secretariat, the DP is made available in electronic form only. It is published each morning on the [conference website](#). Participants are reminded to consult the CCTV monitors for any last-minute changes.

2. CCTV

Changes to the DP are widely shown through the CCTV monitors located in the two zones. Two monitors are dedicated to display information—one for official meetings and one for side events, press briefings etc.



3. Overview Schedule and Centralized Events Calendar

- An overview schedule for the UN Climate Change Conference is available [here](#)
- Events that are being organized for COP 23 are available through the [centralized events calendar](#). This includes all pavilion events in the Bonn Zone, cultural and other events endorsed by the City of Bonn, Cologne and beyond.

4. In session documents

As the formal meetings progress, working documents, limited distribution (L) documents and other in-session documents, as well as relevant agenda item information become available on the 'in-session document' webpages as below.

[COP 23](#) | [CMP 13](#) | [CMA 1.2](#) | [SBI 47](#) | [SBSTA 47](#) | [APA 1.4](#)

5. Dialogues and briefings

Dialogues and key briefings for observers. Check when and where on CCTV monitors and the [COP 23 web page for NPS](#).

- Presidency's open dialogue
- APA Co-Chairs
- SB Chairs
- Executive Secretary

6. Other information for participants

- [COP 23/CMP 13/CMA 1.2 Information Hub](#)
- [COP 23 information for non-Party stakeholders](#)
- [UNFCCC website](#)
- [Official COP23/CMP 13/ CMA 1.2 website of the Government of Fiji](#)
- [Official COP23/CMP 13/CMA 1.2 website of the Federal Government of Germany.](#)

7. Social media



UNFCCC Negotiator App

The free Negotiator App gives you essential information about the UN Climate Change Talks.



The twitter account for observer access.

Make sure you follow **In-session Access** @UNFCCCObservers to receive updates when closed meetings are opened.

A complete list of UNFCCC social media accounts is available [here](#).

8 . Daily updates by NGOs



9. Documents

- **Pre-session documents:** prepared by the secretariat prior to the session to facilitate work on a specific agenda item.
- **In-session documents:** draft texts (work in progress) and L documents.
- **Post-session documents:** reports of the sessions.

The documents are available under Sessions on <https://cop23.unfccc.int/>

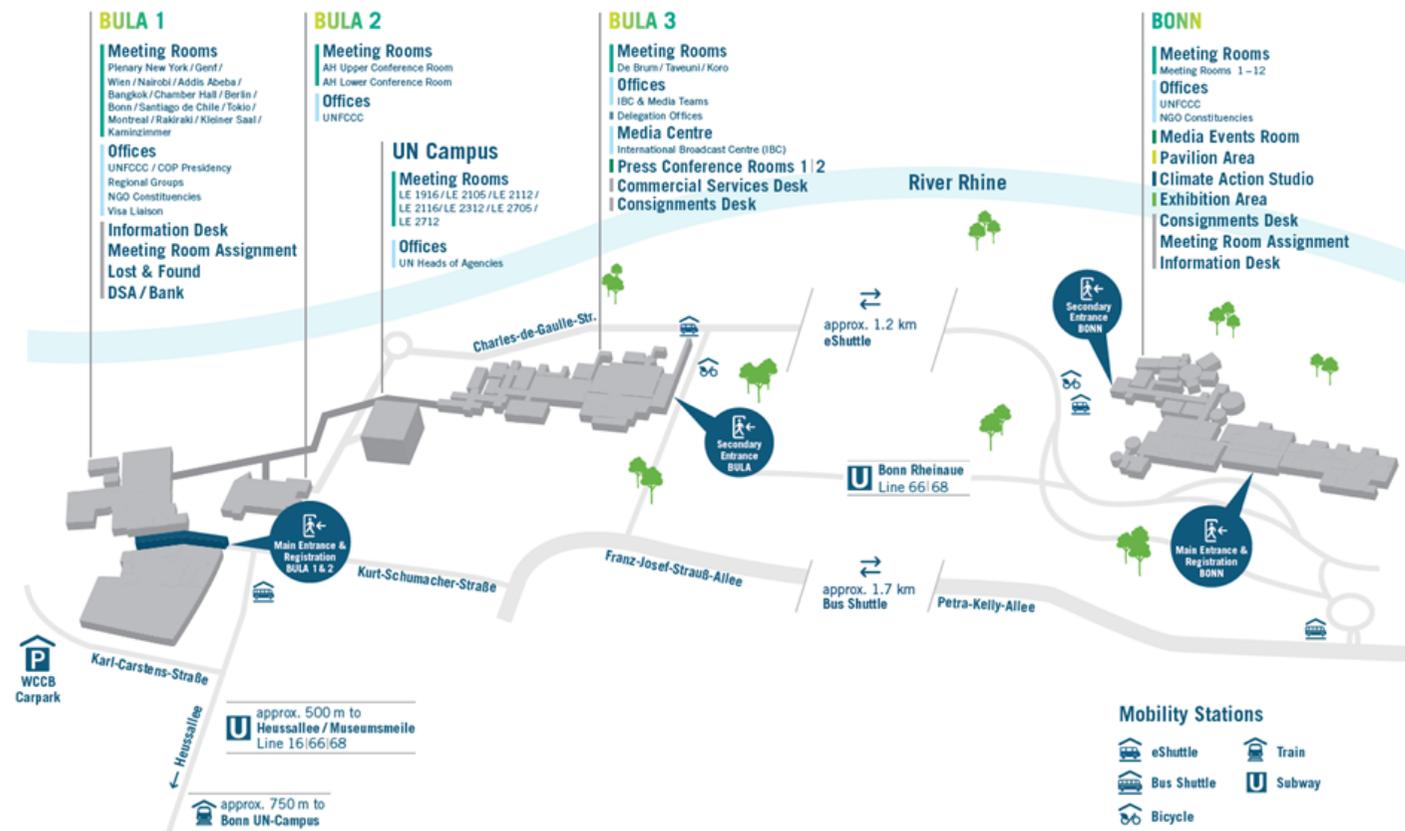
<i>Document</i>	<i>Description</i>	<i>Language</i>	<i>Abbreviation</i>
Regular document	Session reports, provisional agendas, constituted body reports, background documents	All UN languages	
Information document	Practical data (e.g. list of participants) , workshop reports, background documents	English	INF
Technical paper	Detailed background on technical issues documents	English	TP
Limited distribution document	Draft decisions or conclusions presented to the governing or subsidiary bodies for adoption	All UN languages	L
Addendum	Addition to any of the above documents	According to original document	Add
Revision	Revision to any of the above documents	According to original document	Rev
Corrigendum	Corrections to any of the above documents	According to original document	Corr

4. Venue: One Conference, Two Zones

Bula Zone includes plenary halls and meeting rooms, delegation offices and media facilities in the immediate surroundings areas. **Participants with the Bula Zone badge have access to the Bonn Zone.**

Bonn Zone is in the beautiful Rheinaue Park and where all climate action events including high-level events, side events, exhibits and media activities, as well as delegation pavilions will take place. **Participants with the Bonn Zone Only badge have no access to the Bula Zone.**

BULA ZONE



Registration and badges

An official UNFCCC conference badge is required to gain access to the premises. Badges are issued at the registration counter only on the basis of prior confirmation in the Online Registration System.

Please review the information available [here](#) for further details.

Registration times: Bula Zone

- 28 October- 3 November 2017 (8:00 to 18:00)
- 4 November- 17 November 2017 (8:00 to 19:00), except Sunday, 12 November 2017

The Bula Zone, including registration in the Bula Zone, will be **closed on Sunday, 12 November 2017.**

Registration times: Bonn Zone

- 4 November—17 November 2017 (8:00 to 19:00 hrs.)

The Bonn Zone, including registration in the Bonn Zone, will be **open on Sunday, 12 November 2017.**

6. Code of Conduct

UN meetings operate on the principles of being open, transparent and inclusive to create an enabling environment for the participation of a diversity of voices and interests. To ensure that Parties can conduct their work and a diverse range of stakeholders can participate in the process effectively, participants are expected to follow a set of rules as below.

- [Guidelines for the participation of representatives of non-governmental organizations at meetings of the bodies of the United Nations Framework Convention on Climate Change](#)
- [Use of cameras and audio/video recording devices by participants at sessions of the United Nations Framework Convention on Climate Change and other meetings and workshops](#)
- [UN Security guidelines related to media actions, distribution of publicity materials, and use of UN emblem at the UNFCCC conferences](#)
- [Sustainability Guidelines](#)

For more information please contact us at cool@unfccc.int

