



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

Ref: ICA/PART/COP9/03
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Bonn, 30 September 2003

NOTIFICATION

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 notification 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 permanent missions in New York or Ministries of Foreign Affairs as appropriate. In all cases, the notification is copied to the diplomatic missions accredited to the Federal Republic of Germany and the permanent missions to the United Nations Office at Geneva.

On behalf of the Executive Secretary, I wish to notify Parties and Observer States that the ninth session of the Conference of the Parties, including the nineteenth sessions of the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the Subsidiary Body for Implementation (SBI), will take place at the Fiera Milano Congress Centre, Pavilion 17, Milan, Italy (www.fieramilanocongressi.it/en/) from 1 to 12 December 2003.

In addition, the sessions will be preceded by a number of pre-sessional events, which will also take place at the Fiera Milano Congress Centre. Further information concerning the dates and nature of these events may be found in Annex I.

It would be appreciated if the names of the heads of delegation and representatives, with their titles and addresses (including fax and e-mail), who will attend COP 9 could be communicated to me as soon as possible and **not later than Monday, 5 November 2003** at the address of the secretariat:

P.O. Box 260 124, D-53153 Bonn, Germany
Fax: (49-228) 815-1999
E-mail: secretariat@unfccc.int

Three additional annexes are attached to this notification. Annex II contains the provisional agenda of the Conference of the Parties at its eighth session as well as the provisional agendas for the subsidiary bodies of the Convention. Annex III provides information on protocol issues concerning credentials for the session and attendance by ministers and senior officials. Finally, Annex IV offers useful information for participants including important guidelines for the issuance of visas.

Yours sincerely,
Original Signed
Richard J. Kinley
a signé l'original
Richard Kinley
Secretary
Conference of the Parties



ANNEX I

PRE-SESSIONAL EVENTS

Parties are hereby notified of the following pre-sessional events, which will take place at the Fiera Milano Congress Centre. Registration will be open for these events:

1. Pre-sessional consultations on the IPCC Third Assessment Report, 27–28 November 2003

The SBSTA decided to complete its work under the Third Assessment Report (TAR) agenda item at its nineteenth session, and to initiate the following two new agenda items at its twentieth session, for regular consideration by the SBSTA:

- (i) Scientific, technical and socio-economic aspects of impacts of, and vulnerability and adaptation to, climate change;
- (ii) Scientific, technical and socio-economic aspects of mitigation.

The SBSTA requested the secretariat to organize a pre-sessional consultation immediately before the nineteenth session of the SBSTA with participation of the IPCC and practitioners, to facilitate the development of these two new agenda items. The consultations should also provide an opportunity to consider the scope of the work under these two agenda items.

2. Pre-sessional consultations on definitions and modalities for including afforestation and reforestation activities under Article 12 of the Kyoto Protocol, 28–29 November 2003

During its 18th session, the Subsidiary Body for Scientific and Technological Advice (SBSTA) made progress in its consideration of definitions and modalities for including afforestation and reforestation project activities under the clean development mechanism (CDM) in the first commitment period. It considered the consolidated text contained in document FCCC/SBSTA/2003/4 and prepared a negotiating text. The SBSTA requested the secretariat to organize pre-sessional consultations to give further consideration to issues contained in the negotiating text.

Please note that the names of participants to the pre-sessional consultations on definitions and modalities for including afforestation and reforestation activities under Article 12 of the Kyoto Protocol should be forwarded to the secretariat no later than **Tuesday, 21 October 2003**.

3. Pre-sessional consultations on the Implementation of Article 4, paragraphs 8 and 9, of the Convention, progress on the implementation of activities under decision 5/CP.7, 29 November 2003

SBI 18 agreed to continue its consideration of issues pertaining to the implementation of Article 4, paragraphs 8 and 9, of the Convention, at its nineteenth session. The Chair informed the SBI of her intention to convene pre-sessional consultations on this item in conjunction with SBI 19.

4. Group of 77 and China, 30 November 2003

As indicated by the Chairman of the Group of 77 and China, the Group will meet prior to the sessions.



ANNEX II PROVISIONAL AGENDAS

Provisional agenda of the Conference of the Parties at its ninth session

Document symbols 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:
 - (a) Statement by the President of the Conference at its eighth session;
 - (b) Election of the President of the Conference at its ninth session;
 - (c) Statement by the President;
 - (d) Addresses of welcome;
 - (e) Statement by the Executive Secretary.
2. Organizational matters:
 - (a) Status of ratification of the Convention and its Kyoto Protocol;
FCCC/CP/2003/INF.1
 - (b) Adoption of the rules of procedure;
 - (c) Adoption of the agenda;
FCCC/CP/2003/1, FCCC/CP/2003/1/Add.1
 - (d) Election of officers other than the President;
 - (e) Admission of organizations as observers;
FCCC/CP/2003/4
 - (f) Organization of work, including the sessions of the subsidiary bodies;
 - (g) Date and venue of the tenth session of the Conference of the Parties;
 - (h) Calendar of meetings of Convention bodies, 2004-2008;
 - (i) Adoption of the report on credentials.
FCCC/CP/2003/5
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.
4. Review of implementation of commitments and of other provisions of the Convention:
 - (a) Financial mechanism of the Convention:
 - (i) Report of the Global Environment Facility to the Conference of the Parties;
FCCC/CP/2003/3
 - (ii) Funding under the Convention;
 - (iii) Additional guidance to the Global Environment Facility.
 - (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) Capacity-building;
 - (d) Development and transfer of technologies;
 - (e) Implementation of Article 4, paragraph 8, of the Convention;
 - (f) Matters relating to the least developed countries;
 - (g) Research and systematic observation;
 - (h) Other matters referred to the Conference of the Parties by the subsidiary bodies.
5. Second review of the adequacy of Article 4, paragraph 2 (a) and (b), of the Convention.
6. Request from a group of countries of Central Asia and the Caucasus, Albania and the Republic of Moldova regarding their status under the Convention.



7. Preparations for the first session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol:
 - (a) Arrangements for the first session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol;
 - (b) Definitions and modalities for including afforestation and reforestation activities under Article 12 of the Kyoto Protocol;
 - (c) Matters relating to Article 2, paragraph 3, of the Kyoto Protocol;
 - (d) Proposal by Canada for a decision on modalities for the accounting of assigned amounts under Article 7, paragraph 4, of the Kyoto Protocol in relation to cleaner energy exports;
 - (e) Other matters referred to the Conference of the Parties by the subsidiary bodies.
8. Report of the Executive Board of the clean development mechanism.
FCCC/CP/2003/2, FCCC/CP/2003/2/Add.1 and Add.2
9. Administrative and financial matters:
 - (a) Income and budget performance in the biennium 2002-2003;
 - (b) Programme budget for the biennium 2004-2005.
10. Round-table discussions among ministers and other heads of delegation.
11. Statements by observer organizations:
 - (a) Statements by United Nations bodies and specialized agencies;
 - (b) Statements by intergovernmental organizations;
 - (c) Statements by non-governmental organizations.
12. Other matters.
13. Conclusion of the session:
 - (a) Adoption of the report of the Conference on its ninth session;
 - (b) Closure of the session.



**Provisional agenda of the
Subsidiary Body for Scientific and Technological Advice at its nineteenth session**

Document symbols 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/SBSTA/2003/11
 - (b) Organization of the work of the session;
 - (c) Election of officers other than the Chair.
3. Third Assessment Report of the Intergovernmental Panel on Climate Change:
 - (a) Scientific, technical and socio-economic aspects of impacts of, and vulnerability and adaptation to, climate change;
FCCC/SBSTA/2003/Misc.11
 - (b) Scientific, technical and socio-economic aspects of mitigation.
4. Methodological issues:
 - (a) Review of methodological work under the Convention and the Kyoto Protocol;
FCCC/SBSTA/2003/Misc.9, FCCC/SBSTA/2003/INF.8, FCCC/SBSTA/2003/INF.9
 - (b) Greenhouse gas inventories;
FCCC/SBSTA/2003/14, FCCC/SBSTA/2003/INF.10
 - (c) Land use, land-use change and forestry: definitions and modalities for including afforestation and reforestation activities under Article 12 of the Kyoto Protocol;
 - (d) Good practice guidance and other information on land use, land-use change and forestry;
FCCC/SBSTA/2003/INF.11
 - (e) Harvested wood products;
 - (f) Issues relating to registry systems under Article 7, paragraph 4, of the Kyoto Protocol.
FCCC/SBSTA/2003/13, FCCC/SBSTA/2003/13/Add.1, FCCC/SBSTA/2003/INF.13
5. Development and transfer of technologies.
FCCC/SBSTA/2003/12, FCCC/SBSTA/2003/INF.12
6. "Good practices" in policies and measures among Parties included in Annex I to the Convention.
7. Research and systematic observation.
FCCC/SBSTA/2003/Misc.10
8. Cooperation with relevant international organizations.
FCCC/SB/2003/1
9. Other matters:
 - (a) Issues relating to cleaner or less-greenhouse-gas-emitting energy;
 - (b) Issues relating to the implementation of Article 2, paragraph 3, of the Kyoto Protocol;
 - (c) Any other matters.
10. Report on the session.



**Provisional agenda of the
Subsidiary Body for Implementation at its nineteenth session**

Document symbols 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 agenda;
FCCC/SBI/2003/9
 - (b) Organization of the work of the session;
 - (c) Election of officers other than the Chair.
3. National communications from Parties not included in Annex I to the Convention:
 - (a) Consideration of the fifth compilation and synthesis of initial national communications;
FCCC/SBI/2003/13, FCCC/SBI/2003/INF.14
 - (b) Work of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention;
FCCC/SBI/2003/INF.17
 - (c) Provision of financial and technical support;
FCCC/SBI/2003/Misc.9, FCCC/SBI/2003/INF.15
 - (d) Frequency of submission of second and, where appropriate, third national communications.
FCCC/SBI/2003/Misc.10
4. Financial mechanism of the Convention:
 - (a) Special Climate Change Fund;
 - (b) Report of the Global Environment Facility to the Conference of the Parties;
 - (c) Additional guidance to the Global Environment Facility.
5. Capacity-building.
FCCC/SBI/2003/14
6. Article 6 of the Convention.
FCCC/SBI/2003/10, FCCC/SBI/2003/17, FCCC/SBI/2003/Misc.11, FCCC/SBI/2003/INF.16
7. Implementation of Article 4, paragraphs 8 and 9, of the Convention:
 - (a) Progress on the implementation of Article 4, paragraph 8;
FCCC/SB/2003/1, FCCC/SBI/2003/11
 - (b) Matters relating to the least developed countries.
FCCC/SBI/2003/16
8. Request from a group of countries of Central Asia and the Caucasus, Albania and the Republic of Moldova regarding their status under the Convention.
FCCC/SB/2003/1
9. Administrative and financial matters:
 - (a) Interim financial performance for the biennium 2002-2003;
FCCC/SBI/2003/12, FCCC/SBI/2003/INF.13, FCCC/SBI/2003/INF.18
 - (b) Programme budget for the biennium 2004-2005.
FCCC/SBI/2003/15 and Add.1



10. Other matters:
 - (a) Proposal by Croatia on land use, land-use change and forestry;
 - (b) Special circumstances of Croatia under Article 4, paragraph 6, of the Convention;
FCCC/SBI/2003/Misc.12
 - (c) Status report on the review of third national communications from Parties included in Annex I to the Convention;
FCCC/SBI/2003/INF.19
 - (d) Any other matters.
FCCC/SBI/2003/Misc.13

11. Report on the session.



ANNEX III

PROTOCOL ISSUES

Credentials of States Parties to the Convention

In accordance with rule 19 of the draft rules of procedure being applied (FCCC/CP/1996/2), the credentials of representatives of Parties, as well as the names of alternate representatives and advisers, shall be submitted to the secretariat not later than twenty-four hours after the opening of the session. Any later change in the composition of the delegation shall also be submitted to the secretariat.

The credentials must be issued either by the head of State or Government or by the Minister of Foreign Affairs or, in the case of a regional economic integration organization, by the competent authority of that organization.

Parties are requested to provide their representatives with full powers to participate in the session, including the authority to adopt decisions, to vote and to serve as officers of the Conference of the Parties and its subsidiary bodies and as officers of any sessional bodies.

States that are not Parties to the Convention are not required to provide their representatives with credentials.

High-level segment of the session

The high-level segment to be attended by ministers and other senior officials will be held from 10 to 11 December 2003. Ministerial round-table discussions, open to all heads of delegations, will be the vehicle for ministers to exchange views at COP 9.

Further information concerning the high-level segment will be provided nearer to the sessions.



ANNEX IV

GUIDE FOR PARTICIPANTS

DOCUMENTS:	<p>All available documents will be posted on the official web site of the secretariat http://unfccc.int. Essential documents for the session are as follows:</p> <p>Conference of the Parties:</p> <table><tr><td>Provisional agenda and annotations</td><td>FCCC/CP/2003/1 and Add.1</td></tr><tr><td>COP 8 report</td><td>FCCC/CP/2002/7 and Add. 1-3</td></tr></table> <p>Subsidiary bodies:</p> <table><tr><td>Provisional agenda and annotations</td><td>FCCC/SBSTA/2003/11 FCCC/SBI/2003/9</td></tr><tr><td>Reports of the subsidiary bodies</td><td>FCCC/SBSTA/2003/10 and Add. 1-3 FCCC/SBI/2003/8</td></tr></table>	Provisional agenda and annotations	FCCC/CP/2003/1 and Add.1	COP 8 report	FCCC/CP/2002/7 and Add. 1-3	Provisional agenda and annotations	FCCC/SBSTA/2003/11 FCCC/SBI/2003/9	Reports of the subsidiary bodies	FCCC/SBSTA/2003/10 and Add. 1-3 FCCC/SBI/2003/8
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Provisional agenda and annotations	FCCC/SBSTA/2003/11 FCCC/SBI/2003/9								
Reports of the subsidiary bodies	FCCC/SBSTA/2003/10 and Add. 1-3 FCCC/SBI/2003/8								
REGISTRATION:	<p>Will take place at the Fiera Milano, as follows:</p> <ul style="list-style-type: none">➤ Saturday, 29 November and Sunday, 30 November: from 12:00 noon to 6 p.m.➤ Monday, 1 December to Friday, 5 December: from 8 a.m. to 6 p.m.➤ Saturday, 6 and Sunday 7 December - CLOSED➤ Monday, 8 - Friday, 12 December: from 8 a.m. to 6 p.m. <p>Double registration for the session is not permitted (i.e., State representative and Observer organization representative, or State representative and Press/Media representative).</p>								
SIDE EVENTS	<p>An on-line registration system has been developed to facilitate applications for side events and exhibits. Applications require authorization by the national focal point or designated contact point of the admitted organization. This service will be available from 6 October 2003 on the secretariat web site.</p>								
BADGES:	<p>Badges are essential in order for participants to gain access to the premises. They are issued only on the basis of a letter of nomination from Parties or Observer States. Please note that representatives duly nominated by their governments to participate in COP 9, and who hold a Party delegate badge issued at SB 18 in Bonn bearing the text "2003", will be given access to the conference premises in Milan.</p>								
FUNDING:	<p>Funding will be available to support one participant from each eligible Party. A separate communication will be sent to eligible Parties.</p>								
HOTELS:	<p>Representatives who require assistance in making a hotel reservation in Milan may contact:</p> <p>INCOMIT SpA/LE MARMOTTE Tel.: (+ 39-02) 4399-5115 Fax: (+39-02) 4391-2327 E-mail: bookingcop9@incomit.it Web: http://www.lemarmotte.it/cop9/</p> <p>Online bookings may be made at http://www.lemarmotte.it/COP9/Forms/Cop9_Booking_Form.asp</p>								
DISCLAIMER:	<p>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, it is strongly recommended to obtain international medical insurance for the period of participation.</p>								
VISAS:	<p>Immediate contact with the consular authorities of the Italian Republic is strongly advised to allow sufficient time for a visa to be issued, as appropriate, before departure for Milan. To facilitate the issuance of a visa, a copy of this notification should be attached to the visa request.</p>								