



**United Nations**  
Climate Change Secretariat

**Nations Unies**  
Secrétariat sur les changements climatiques

Date: 13 October 2016  
Reference: EXCOM/MNK/cma  
Direct line: +49 228 815-1168

Dear Sir, Madam,

The Executive Committee of the Warsaw International Mechanism for Loss and Damage (hereinafter referred to as the Executive Committee) is seeking input from potential users on the content, design, and use of the clearing house for risk transfer as mandated by decision 1/CP.21. If you or someone else from your institution would like to participate in this process, please complete the attached information sheet and return to <loss-damage@unfccc.int> by **14 November 2016**.

The Conference of the Parties (COP), at its nineteenth session, established the Warsaw International Mechanism to address loss and damage associated with the adverse effects of climate change through its three main functions: enhancing knowledge and understanding of comprehensive risk management approaches; strengthening dialogue, coordination, coherence and synergies among relevant stakeholders; and enhancing action and support, including finance, technology and capacity building. The Executive Committee is mandated to guide the implementation of these functions.

The COP, at its twenty-first session, requested the Executive Committee “to establish a clearing house for risk transfer that serves as a repository for information on insurance and risk transfer, in order to facilitate the efforts of Parties to develop and implement comprehensive risk management strategies” (paragraph 48 of decision 1/CP.21).

Drawing from discussions with experts during meetings of the Executive Committee and examples of clearing houses in the international context, the main vehicle for the clearing house for risk transfer will be an online platform. Potential users of the clearing house for risk transfer as well as institutions involved in the development of risk transfer and insurance solutions are encouraged to contribute to the design of this platform to ensure applicability and usability of the information provided.

On behalf of the Executive Committee, we thank you for your consideration of this request. We are happy to answer any questions you may have considering this invitation and look forward to receiving your response by 14 November 2016.

Yours sincerely,

*(signed by)*

Pepetua Latasi and Shereen D’Souza  
Co-chairs of the Executive Committee

Attachment: User needs assessment