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INFORMATION NOTE

**NAP Expo:
Catalyzing action and support for the
National Adaptation Plan (NAP) process in developing countries**

**8 to 9 August 2014
Bonn, Germany**

I am pleased to inform constituencies of non-governmental organizations admitted to the United Nations Framework Convention on Climate Change and its Kyoto Protocol that the NAP Expo will be held from 8 to 9 August 2014 at the United Nations Campus, Platz der Vereinten Nationen 1, 53113, Bonn, Germany.

The event is being organized by the Least Developed Countries Expert Group (LEG), with the support of the United Nations Framework Convention on Climate Change (UNFCCC) secretariat.

The Conference of the Parties of the UNFCCC created the national adaptation plan (NAP) process to enable least developed countries (LDCs) and other developing countries to formulate and implement NAPs. The NAP process is supported by the LEG in the LDCs. More information about the NAP process is available at <<http://unfccc.int/6057>>.

Following the NAP Expo which was held in June 2013, and marked the launch of the NAP process in LDCs, the objectives of this year's NAP Expo are to:

- Serve as a platform for NAP teams, organizations, agencies and other stakeholders to exchange experience, lessons learned and ideas on the NAP process;
- Promote and mobilize action and support for the formulation and implementation of national adaptation plans;
- Share technical knowledge, including on methods, data and tools;
- Identify gaps and needs for effective implementation of NAP processes, to further inform the LEG and other bodies and organizations in their support and guidance to these processes.

Distribution: To constituency focal points of non-governmental organizations admitted as observers by the Conference of the Parties.



The event will bring together diverse stakeholders from LDCs and non-LDC developing countries, as well as those from supporting agencies and organizations, in an interactive manner to exchange ideas and share the status of their adaptation efforts. It will enhance dialogue between the different actors and stakeholders of the NAP process as well as promote South-to-South collaboration.

The LEG is being supported by an advisory group that includes members of the Adaptation Committee and its Task Force on NAPs, GEF agencies, international organizations, as well as bilateral agencies and others.

Representatives from admitted NGOs nominated by the Constituency Focal Points must register for the meeting using the Observer Registration Form for NGOs, which is sent to Constituency Focal Points. Constituency Focal Points interested in applying for registration for the event are asked to send an email to the following address cool@unfccc.int **not later than Monday, 21 July 2014**. Requests will be considered on a first-come, first-served basis due to limited space.

The Expo will also provide for the opportunity of a poster exhibition, showcasing progress in the NAP process in countries as well as relevant activities and support by organizations. If your organization would like to contribute to the Expo with a poster, please communicate your interest when registering.

The secretariat is not in a position to offer funding for participation and participants **are responsible for making their own travel and accommodation arrangements**. Kindly note that the secretariat does not provide any arrangements for, medical, accident and travel insurance, nor does it provide compensation in case of death or disability, loss or damage to personal property and/or cover any other costs or losses that participants may incur during travel time or the event period. It is therefore strongly recommended that international medical and/or travel insurance cover for the period of participation of your participants be arranged prior to departure.

Information about the event and the draft programme is available at the following website <<http://unfccc.int/8425>>. Should you require further information, please contact the LEG Chair, Mr. Batu Uprety, e-mail: leghelp@unfccc.int, or Mr. Motsomi Maletjane, e-mail: MMaletjane@unfccc.int, Tel: +49 228 815 1324.

Yours Sincerely

(Signed by)

Youssef Nassef