



**United Nations**  
Climate Change Secretariat

Executive Secretary

**Nations Unies**  
Secrétariat sur les changements climatiques

Secrétaire exécutive

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## NOTIFICATION

### **United Nations Climate Change Conference 30 April–10 May 2018, Bonn, Germany**

Further to the information note dated 19 January 2018 on the opening of the online registration system (ORS) for the conference, I wish to notify Parties and observer States to the United Nations Framework Convention on Climate Change and its Kyoto Protocol of the following sessions:

- Forty-eighth session of the Subsidiary Body for Scientific and Technological Advice (SBSTA 48);
- Forty-eighth session of the Subsidiary Body for Implementation (SBI 48);
- Fifth part of the first session of the Ad Hoc Working Group on the Paris Agreement (APA 1.5).

The sessions will be held at the World Conference Center Bonn, Platz der Vereinten Nationen 2, 53113 Bonn, Germany (<http://www.worldccbonn.com/en.html>).

I would also like to inform Parties and observer States that events relating to the preparatory phase of the Talanoa Dialogue, launched by decision 1/CP.23, paragraph 10, will be organized during the sessions. They include working groups that will take place in the Langer Eugen building on the United Nations Campus on Sunday, 6 May 2018. Further information on the modalities and registration procedures will be communicated in due course. Additional information on the Talanoa Dialogue can be found at the following web pages:

<https://talanoadialogue.com/presidencies-corner>

[http://unfccc.int/focus/talanoa\\_dialogue/items/10265.php](http://unfccc.int/focus/talanoa_dialogue/items/10265.php)

**Distribution:** To Parties and observer States through their national focal points for climate change and diplomatic missions accredited to the Federal Republic of Germany.



Three annexes are attached to this notification:

- Annex I contains the provisional agendas for SBSTA 48 and SBI 48 and the agenda for APA 1.5;
- Annex II provides information on the preparatory meetings of the least developed countries, the small island developing States, the African Group and the Group of 77 and China;
- Annex III provides information for participants, including the opening hours of the registration desk and information on visas for Germany, hotel accommodation and transportation.

The ORS, which allows Parties to nominate representatives to attend sessions, was opened on Friday, 19 January 2018, and will remain open for registration for the sessions until the end of the conference.

Online registration is the only channel for nominating participants for the sessions. The secretariat is not in a position to receive nominations sent by any other method such as email, letter or fax. The ORS is available at the following web address:

<https://onlinereg.unfccc.int/>

The user manual for the system is available at the following web address:

[https://onlinereg.unfccc.int/onlinereg/public/UNFCCC\\_ORIS\\_User\\_Manual-Parties\\_and\\_Observer\\_States.pdf](https://onlinereg.unfccc.int/onlinereg/public/UNFCCC_ORIS_User_Manual-Parties_and_Observer_States.pdf)

The manual contains complete information on how to access and use the system. For assistance, a message should be sent to [onlinereg@unfccc.int](mailto:onlinereg@unfccc.int).

Any additional information regarding the conference will be posted on the UNFCCC website at:

<http://unfccc.int/meetings/meeting/10552.php>

Yours sincerely,

*(Signed by)*

Patricia Espinosa



Annex I

**Provisional agendas**

**Subsidiary Body for Scientific and Technological Advice  
Forty-eighth session**

**Bonn, Germany, 30 April to 10 May 2018**

**Provisional agenda**

1. Opening of the session.
2. Organizational matters:
  - (a) Adoption of the agenda;
  - (b) Organization of the work of the session;
  - (c) Election of officers other than the Chair;
  - (d) Mandated events.
3. Nairobi work programme on impacts, vulnerability and adaptation to climate change.
4. Report of the Adaptation Committee.<sup>1</sup>
5. Development and transfer of technologies: technology framework under Article 10, paragraph 4, of the Paris Agreement.
6. Research and systematic observation.
7. Local communities and indigenous peoples platform.
8. Koronivia joint work on agriculture.
9. Impact of the implementation of response measures:
  - (a) Improved forum and work programme;
  - (b) Modalities, work programme and functions under the Paris Agreement of the forum on the impact of the implementation of response measures;
  - (c) Matters relating to Article 2, paragraph 3, of the Kyoto Protocol.
10. Methodological issues under the Convention:
  - (a) Revision of the UNFCCC reporting guidelines on annual inventories for Parties included in Annex I to the Convention;

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<sup>1</sup> Matters referred to in paragraphs 41, 42 and 45 of decision 1/CP.21.



- (b) Guidelines for the technical review of information reported under the Convention related to greenhouse gas inventories, biennial reports and national communications by Parties included in Annex I to the Convention;
  - (c) Emissions from fuel used for international aviation and maritime transport.
- 11. Methodological issues under the Kyoto Protocol: land use, land-use change and forestry under Article 3, paragraphs 3 and 4, of the Kyoto Protocol and under the clean development mechanism.
- 12. Matters relating to Article 6 of the Paris Agreement:
  - (a) Guidance on cooperative approaches referred to in Article 6, paragraph 2, of the Paris Agreement;
  - (b) Rules, modalities and procedures for the mechanism established by Article 6, paragraph 4, of the Paris Agreement;
  - (c) Work programme under the framework for non-market approaches referred to in Article 6, paragraph 8, of the Paris Agreement.
- 13. Modalities for the accounting of financial resources provided and mobilized through public interventions in accordance with Article 9, paragraph 7, of the Paris Agreement.
- 14. Cooperation with other international organizations.
- 15. Other matters.
- 16. Closure of and report on the session.



**Subsidiary Body for Implementation  
Forty-eighth session  
Bonn, Germany, 30 April to 10 May 2018**

**Provisional agenda**

1. Opening of the session.
2. Organizational matters:
  - (a) Adoption of the agenda;
  - (b) Organization of the work of the session;
  - (c) Facilitative sharing of views under the international consultation and analysis process;
  - (d) Other mandated events.
3. Reporting from and review of Parties included in Annex I to the Convention:
  - (a) Status of submission and review of seventh national communications and third biennial reports from Parties included in Annex I to the Convention;
  - (b) Compilation and synthesis of second biennial reports from Parties included in Annex I to the Convention.
4. Reporting from Parties not included in Annex I to the Convention:
  - (a) Information contained in national communications from Parties not included in Annex I to the Convention;
  - (b) Review of the terms of reference of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention;
  - (c) Provision of financial and technical support;
  - (d) Summary reports on the technical analysis of biennial update reports of Parties not included in Annex I to the Convention;
  - (e) Revision of the modalities and guidelines for international consultation and analysis.
5. Common time frames for nationally determined contributions referred to in Article 4, paragraph 10, of the Paris Agreement.
6. Development of modalities and procedures for the operation and use of a public registry referred to in Article 4, paragraph 12, of the Paris Agreement.
7. Development of modalities and procedures for the operation and use of a public registry referred to in Article 7, paragraph 12, of the Paris Agreement.
8. Review of the modalities and procedures for the clean development mechanism.



9. Coordination of support for the implementation of activities in relation to mitigation actions in the forest sector by developing countries, including institutional arrangements.
10. Koronivia joint work on agriculture.
11. Report of the Adaptation Committee.<sup>1</sup>
12. Matters relating to the least developed countries.<sup>2</sup>
13. National adaptation plans.
14. Development and transfer of technologies:
  - (a) Scope of and modalities for the periodic assessment of the Technology Mechanism;
  - (b) Review of the effective implementation of the Climate Technology Centre and Network.
15. Matters related to climate finance: identification of the information to be provided by Parties in accordance with Article 9, paragraph 5, of the Paris Agreement.
16. Matters relating to capacity-building for developing countries:
  - (a) Capacity-building under the Convention;
  - (b) Capacity-building under the Kyoto Protocol.
17. Impact of the implementation of response measures:
  - (a) Improved forum and work programme;
  - (b) Modalities, work programme and functions under the Paris Agreement of the forum on the impact of the implementation of response measures;
  - (c) Matters relating to Article 3, paragraph 14, of the Kyoto Protocol;
  - (d) Progress on the implementation of decision 1/CP.10.
18. Ways of enhancing the implementation of education, training, public awareness, public participation and public access to information so as to enhance actions under the Paris Agreement.
19. Gender and climate change.
20. Arrangements for intergovernmental meetings.
21. Administrative, financial and institutional matters:
  - (a) Continuous review of the functions and operations of the secretariat;
  - (b) Budgetary matters.
22. Other matters.
23. Closure of and report on the session.

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<sup>1</sup> Matters referred to in paragraphs 41, 42 and 45 of decision 1/CP.21.

<sup>2</sup> Including matters referred to in paragraphs 41 and 45 of decision 1/CP.21.



**Ad Hoc Working Group on the Paris Agreement**  
**Fifth part of the first session**  
**Bonn, Germany, 30 April to 10 May 2018**

**Agenda**

1. Opening of the session.
2. Organizational matters:
  - (a) Election of officers;
  - (b) Adoption of the agenda;
  - (c) Organization of the work of the session.
3. Further guidance in relation to the mitigation section of decision 1/CP.21 on:
  - (a) Features of nationally determined contributions, as specified in paragraph 26;
  - (b) Information to facilitate clarity, transparency and understanding of nationally determined contributions, as specified in paragraph 28;
  - (c) Accounting for Parties' nationally determined contributions, as specified in paragraph 31.
4. Further guidance in relation to the adaptation communication, including, inter alia, as a component of nationally determined contributions, referred to in Article 7, paragraphs 10 and 11, of the Paris Agreement.
5. Modalities, procedures and guidelines for the transparency framework for action and support referred to in Article 13 of the Paris Agreement.
6. Matters relating to the global stocktake referred to in Article 14 of the Paris Agreement:
  - (a) Identification of the sources of input for the global stocktake;
  - (b) Development of the modalities of the global stocktake.
7. Modalities and procedures for the effective operation of the committee to facilitate implementation and promote compliance referred to in Article 15, paragraph 2, of the Paris Agreement.
8. Further matters related to implementation of the Paris Agreement:
  - (a) Preparing for the convening of the first session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement;
  - (b) Taking stock of progress made by the subsidiary and constituted bodies in relation to their mandated work under the Paris Agreement and section III of decision 1/CP.21, in order to promote and facilitate coordination and coherence in the implementation of the work programme, and, if appropriate, take action, which may include recommendations.
9. Other matters.
10. Closure of and report on the session.



Annex II

**List of preparatory meetings**

Least developed countries	24–25 April 2018	Upper Conference Room Altes Abgeordneten Hochhaus United Nations Campus Platz der Vereinten Nationen 1, 53113 Bonn, Germany
Small island developing States	26–27 April 2018	Upper Conference Room Altes Abgeordneten Hochhaus United Nations Campus Platz der Vereinten Nationen 1, 53113 Bonn, Germany
African Group	26–27 April 2018	Lower Conference Room Altes Abgeordneten Hochhaus United Nations Campus Platz der Vereinten Nationen 1, 53113 Bonn, Germany
Group of 77 and China	28–29 April 2018	Chamber Hall World Conference Center Bonn, Platz der Vereinten Nationen 2, 53113 Bonn, Germany

**IMPORTANT INFORMATION**

From Tuesday, 24 April 2018, to Saturday, 28 April 2018, the registration desk will be located on the upper level of the Altes Abgeordneten Hochhaus of the United Nations Campus.

Entrance and exit for the preparatory meetings of the least developed countries, the small island developing States and the African Group from 24 to 27 April 2018 will be through the main gate to the United Nations Campus.

Special arrangements for the meeting of the Group of 77 and China on Saturday, 28 April 2018. Upon obtaining badges at the registration desk located on the upper level of the Altes Abgeordneten Hochhaus of the United Nations Campus, participants will be required to exit these premises via the main gate. A turnstile will be enabled for exit only without an access card. Participants should then proceed to the main entrance at the World Conference Center Bonn Plenary Building for the G77 and China meeting in Chamber Hall.

As of Sunday, 29 April 2018, the registration desk will be located at the World Conference Center Bonn. Participants in the meeting of the Group of 77 and China and all the meetings of the subsidiary bodies should use the main entrance of the World Conference Center Bonn.

During the sessions of the subsidiary bodies, participants will be able to exit the premises via either the United Nations Campus or the World Conference Center Bonn.





Annex III

**Information for participants**

<b>Essential documents</b>	Please consult the UNFCCC website at <a href="http://maindb.unfccc.int/library">http://maindb.unfccc.int/library</a> and <a href="http://unfccc.int/documentation/document_lists/items/2960.php">http://unfccc.int/documentation/document_lists/items/2960.php</a> for all available documents.
<b>Funding</b>	<i>A separate communication will be sent to eligible Parties in due course.</i>
<b>Visas</b>	<p>All foreign delegates entering the Federal Republic of Germany must have a valid passport.</p> <p>Participants requiring a visa are strongly encouraged to contact the appropriate consular authorities as soon as this notification is received. The issuance of a visa for Schengen States may take up to two weeks from the date of submission of the visa application. To facilitate the issuance of a visa, a copy of the acknowledgement letter from the online registration system (ORS) must be attached to the visa application.</p> <p><b>Participants are advised that obtaining a Schengen visa is contingent on the participant securing comprehensive insurance that covers the entire stay. If you are travelling more than once, it is recommended that you obtain insurance that covers the time period of all intended stays.</b></p> <p><b>It is recommended to indicate in your visa application if you will attend the United Nations Climate Change Conference that will be held from 3 to 14 December 2018 in Katowice, Poland.</b></p> <p>Please indicate also if a Schengen visa has been issued to you in the last 59 months.</p> <p>For more information, please visit the English language website of the German Federal Foreign Office: <a href="https://www.auswaertiges-amt.de/en/einreiseundaufenthalt/visabestimmungen-node">https://www.auswaertiges-amt.de/en/einreiseundaufenthalt/visabestimmungen-node</a> (also available in French and Spanish) and the website of the German Mission where you plan to apply for your visa.</p>
<b>Hotels</b>	<p>The City of Bonn offers an accommodation and public transport package. Hotel bookings placed through the City of Bonn designated web page for the conference (<a href="http://www.bonn-region.de/events/bonn-climate-change-conference-may-2018.html">http://www.bonn-region.de/events/bonn-climate-change-conference-may-2018.html</a>) include a free public transportation ticket for the City of Bonn and the region (Verbund Rhein-Sieg). The print-at-home PDF ticket is valid for the duration of the hotel stay of the delegate. The ticket will be sent automatically with the hotel reservation confirmation.</p> <p>For further assistance, use the following contact information:</p> <p>Email: <a href="mailto:a.isengard@bonn-region.de">a.isengard@bonn-region.de</a></p> <p>Telephone: +49 (0) 228 910 41 33</p>



<p><b>Nominations and registration online</b></p>	<p>All participants wishing to attend the sessions must be duly registered.</p> <p><b>Nomination</b> of representatives by Parties and observer States:  Online registration is open</p> <p><b>Confirmation</b> of representatives by Parties and observer States:  Online registration is open</p>
<p><b>Registration at the conference venue</b></p>	<ul style="list-style-type: none"> <li>• From Tuesday, 24 April 2018, to Saturday, 28 April 2018, the registration desk will be located in the Altes Abgeordneten Hochhaus of the United Nations Campus, Platz der Vereinten Nationen 1, 53113 Bonn, Germany;</li> <li>• As of Sunday, 29 April 2018, the registration desk will be located at the World Conference Center;</li> <li>• Upon arrival as of Tuesday, 24 April 2018, you will be requested to proceed to the registration desk during the hours indicated below to collect your badge for access to the conference premises;</li> <li>• The acknowledgement letter for the participant’s nomination, available upon confirmation in the official registration system, and a valid passport or a nationally approved identification card should be presented to the registration staff for the issuance of your badge.</li> </ul> <p><b>Registration times:</b></p> <p>From Tuesday, 24 April 2018, to Sunday, 29 April 2018, from 8 a.m. to 6 p.m.  From Monday, 30 April 2018, to Saturday, 5 May 2018, from 8 a.m. to 7 p.m.  From Monday, 7 May 2018, to Thursday, 10 May 2018, from 8 a.m. to 7 p.m.</p> <p>Early registration before Monday, 30 April 2018, is highly recommended to avoid delays on the first day of the conference.</p> <p style="text-align: center;"><b><u>The conference venue, as well as registration, will be closed on Sunday, 6 May 2018.</u></b></p> <p>Multiple registrations for the conference are not permitted (i.e. registration as an observer organization representative and a Party or State representative and/or press/media representative).</p>
<p><b>Conference venue opening and closing times</b></p>	<p>The conference venue will open by 8 a.m. and will close at 7 p.m. for the duration of the conference.</p>
<p><b>Side events and exhibits</b></p>	<p>Information relating to side events and exhibits will be made available on the official website (<a href="http://unfccc.int/meetings/meeting/10552.php">http://unfccc.int/meetings/meeting/10552.php</a>) as soon as the planning is finalized.</p>



<p><b>Badges</b></p>	<p>An official UNFCCC conference badge is needed to access the premises. The badge is issued only on the basis of a confirmation from the ORS. For security reasons, all participants are requested to wear their badges visibly at all times.</p>
<p><b>Press briefings</b></p>	<p>Parties and observer States wishing to hold press/media briefings during the conference should inform the secretariat in advance to what extent they intend to hold such briefings. This will facilitate adequate logistical and technical arrangements. Requests should be addressed directly to the UNFCCC Press Office by email at <a href="mailto:press@unfccc.int">press@unfccc.int</a>. More information on press conferences can be found at <a href="http://unfccc.int/press/items/4862.php">http://unfccc.int/press/items/4862.php</a>.</p>
<p><b>Use of cameras and audio/video recording devices</b></p>	<p>The taking of still photographs and making of audio or video recordings within a United Nations designated conference venue is subject to the guidelines available at <a href="http://unfccc.int/files/parties_and_observers/ngo/application/pdf/recording_at_unfccc_sessions.pdf">http://unfccc.int/files/parties_and_observers/ngo/application/pdf/recording_at_unfccc_sessions.pdf</a> and other guidance or instructions deemed relevant by the secretariat or United Nations Security.</p>
<p><b>Disclaimer</b></p>	<p><b>Participants are strongly encouraged to obtain comprehensive international medical insurance for the period of participation.</b> The United Nations and the UNFCCC 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.</p> <p><b>In the interest of the security and safety of all participants and the smooth running of the conference, the UNFCCC secretariat reserves the right to deny and/or restrict access to the conference premises or to request registered participants to leave the premises.</b> The UNFCCC secretariat shall not be responsible for any or all expenses incurred by nominated participants who are requested to leave the premises or are refused registration or access to the conference for which they have been nominated and/or registered as participants.</p>
<p><b>Shipment allowance</b></p>	<p>To reduce the carbon footprint of the conference and owing to logistical considerations such as storage availability, the secretariat will not be in a position to receive shipments with a cumulative total weight in excess of 100 kg per Party and observer organization.</p>
<p><b>Electronic dissemination of information</b></p>	<p>The Daily Programme for the conference will be made available in electronic form only. A PDF version will be made available each morning on the UNFCCC conference website.</p> <p>Daily updates on the negotiations such as the Earth Negotiations Bulletin, ECO and Third World Network will be disseminated in electronic form. To facilitate access, the secretariat will include web links to these updates in the Daily Programme. Side event schedules will be announced on the UNFCCC website, CCTV screens and the free UNFCCC iOS/Android application “Negotiator”. Information on outside events may also be posted on the UNFCCC website.</p> <p>The secretariat strongly encourages disseminating material in an electronic manner only.</p>