



Bonn, 4 July 2000

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 message 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 communication 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 thirteenth sessions of the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the Subsidiary Body for Implementation (SBI) will take place at the Palais des Congrès, 50 Quai Charles De Gaulle, 69463 Lyon, France, from 11 to 15 September 2000. These sessions will be preceded by a week of informal meetings, including workshops, beginning on 4 September 2000, at the same venue. It is expected that the pre-sessional week will be used for negotiations on all issues.

It would be appreciated if the names of the head of delegation and representatives, with their titles and addresses (including fax and e-mail), who will attend the sessions could be communicated to me as soon as possible and **not later than Monday, 7 August 2000** at the address of the secretariat:

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

The provisional agendas of the sessions of the subsidiary bodies, and a guide containing useful information for participation in the above-mentioned sessions are attached.

Yours sincerely,

Richard Kinley
Coordinator
Intergovernmental and Conference Affairs



GUIDE FOR PARTICIPANTS

DOCUMENTS:	All available documents will be posted on the official WEB site of the secretariat < www.unfccc.int >
Symbols:	Provisional Agendas: < FCCC/SBSTA/2000/6 < FCCC/SBI/2000/6
Reports:	< FCCC/SBSTA/2000/5 < FCCC/SBI/2000/5
FUNDING:	Available for one delegate from each Party selected as eligible for funding and a second delegate from each least-developed country or eligible small island developing State. A separate communication has been sent to eligible Parties.
REGISTRATION:	Will take place at the Palais des Congrès, 50 Quai Charles De Gaulle, 69463 Lyon, France, as follows: < Friday, 1 September 2000: from 9 a.m. to 12 p.m. and 1 p.m. to 6 p.m. < Sunday, 3 September: from 1 p.m. to 6 p.m. < Monday, 4 September to Friday, 15 September: from 8 a.m. to 6 p.m. Double registration for the session is not permitted (i.e. State representative and Observer organization representative, or State representative and Press/media representative).
BADGES:	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.
VISAS:	Early contact with the consular authorities of the French Republic is strongly advised to allow sufficient time for a visa to be issued, as appropriate, before departure for France. In order to attend pre-sessional meetings, it is expected that the host Government will provide visas which would allow participants to stay in its territory for at least 25 days. To facilitate the issuance of a visa, a copy of this notification should be attached to the visa request.
HOTELS:	Representatives who would like to have assistance in making a hotel reservation in Lyon may contact LSO Rhône Alpes, A Le Phénix@47, rue Maurice Flandin, 69003 Lyon, France, phone (33472) 36-0986, fax (33472) 68-0344, e-mail: stephane.teboul@lso-intl.com (Contact persons: Mr. Stéphane Teboul or Ms Mélanie Alexandre) Web site: http://sb13.lso-intl.com . For city information, please visit www.Lyon-France.com and for information on the Palais de Congrès www.palais-des-congres.com
DISCLAIMER:	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.



SUBSIDIARY BODY FOR IMPLEMENTATION
Thirteenth Session
PROVISIONAL AGENDA

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Organisation of the work of the session.
3. Implementation of Article 4.8 and 4.9 of the Convention
(decision 3/CP.3 and Articles 2.3 and 3.14 of the Kyoto Protocol).
4. Matters relating to Article 3.14 of the Kyoto Protocol.
5. Procedures and mechanisms relating to compliance under the Kyoto Protocol.
6. Activities implemented jointly under the pilot phase.
7. Mechanisms pursuant to Articles 6, 12 and 17 of the Kyoto Protocol.
8. Capacity-building:
 - (a) Capacity-building in developing countries (non-Annex I Parties);
 - (b) Capacity-building in countries with economies in transition.
9. National communications from Parties included in Annex I to the Convention:
greenhouse gas inventory data 1990-1998.
10. National communications from Parties not included in Annex I to the Convention:
 - (a) Provision of financial and technical support;
 - (b) Report of the second meeting of the Consultative Group of Experts;
 - (c) Second compilation and synthesis of initial national communications from
Parties not included in Annex I to the Convention.
11. Financial mechanism: guidance to the Global Environment Facility.
12. Venue of the seventh session of the Conference of the Parties.
13. Administrative and financial matters:
 - (a) Financial performance in 1998-1999 and interim report for 2000;
 - (b) Audit reports;
 - (c) Late contributions: response measures;
 - (d) Implementation of the Headquarters Agreement
14. Other matters.
15. Report on the session.

(Items 3 - 8 are joint SBI and SBSTA items)



SUBSIDIARY BODY FOR SCIENTIFIC AND TECHNOLOGICAL ADVICE
Thirteenth session
PROVISIONAL AGENDA

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Organization of the work of the session.
3. Implementation of Article 4.8 and 4.9 of the Convention (decision 3/CP.3 and Articles 2.3 and 3.14 of the Kyoto Protocol).
4. Matters relating to Article 3.14 of the Kyoto Protocol.
5. Procedures and mechanisms relating to compliance under the Kyoto Protocol.
6. Activities implemented jointly under the pilot phase.
7. Mechanisms pursuant to Articles 6, 12 and 17 of the Kyoto Protocol.
8. Capacity-building:
 - (a) Capacity-building in developing countries (non-Annex I Parties);
 - (b) Capacity-building in countries with economies in transition.
9. Methodological issues:
 - (a) Land-use, land-use change and forestry;
 - (b) Guidelines under Articles 5, 7 and 8 of the Kyoto Protocol;
 - (c) Impact of single projects on emissions in the commitment period;
 - (d) Other matters.
10. Development and transfer of technologies: Status of the consultative process (decision 4/CP.4).
11. **Best practices** in policies and measures among Parties included in Annex I to the Convention.
12. Cooperation with relevant international organizations.
13. Other matters.
14. Report of the session.

(Items 3 - 8 are joint SBI and SBSTA items)