



NOTIFICATION

TO/A: Observer organizations
to the UNFCCC

DATE: 17 April 1998

REF: HP

FROM/DE: Michael Zammit Cutajar
Executive Secretary

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SUBJECT/OBJET: UNFCCC - sessions of the subsidiary bodies in Bonn
2-12 June 1998

This message is being sent to all intergovernmental organizations (IGOs) and non-governmental organizations (NGOs) admitted as observers by the Conference of the Parties at its first, second and third sessions, excepting to those organizations that were admitted by the Conference of the Parties, at its third session, for their participation at that session only.

A. Dates of the sessions

The Executive Secretary wishes to announce the forthcoming sessions of the three subsidiary bodies of the Convention to be held at the Maritim Hotel, Godesberger Allee, D-53175 Bonn, during the period from 2 to 12 June 1998, as follows:

- # Eighth session of the Subsidiary Body for Scientific and Technological Advice (SBSTA);
- # Eighth session of the Subsidiary Body for Implementation (SBI) and;
- # Sixth session of the Ad Hoc Group on Article 13 (AG13).

B. Reports and Annotated Provisional Agendas

The report of the Conference of the Parties on its third session (COP 3), held in Kyoto from 1 to 10 December 1997, is available in document FCCC/CP/1997/7 and Add.1. **This report is essential background for the June sessions of the three subsidiary bodies.**

The reports of the previous sessions have been issued under the following symbols:



Reports

FCCC/SBSTA/1997/14

FCCC/SBI/1997/21

FCCC/AG13/1997/4

The annotated provisional agendas for the forthcoming sessions of the subsidiary bodies of the Convention will be issued under the following symbols:

Annotated Agendas

FCCC/SBSTA/1998/1

FCCC/SBI/1998/1

FCCC/AG13/1998/1

The provisional agendas are attached for convenience.

C. Representation

The representation of intergovernmental and non-governmental organizations as observers at sessions of the Conference of the Parties (COP) and its subsidiary bodies is regulated, *inter alia*, by Article 7, paragraph 6, of the Convention. Furthermore, it will be recalled that, at its first session, the Conference agreed that "the secretariat should invite to the future sessions of the Conference and of its subsidiary bodies all intergovernmental and non-governmental organizations admitted at the present session and at future sessions, unless an objection was raised to any particular organization in accordance with the Convention and the rules of procedure". Consequently, all organizations admitted at the sessions by the COP would be invited to the subsequent sessions, and the procedure for admission would apply only to new applicants or to those intergovernmental or non-governmental organizations that were admitted by the COP for their participation in one specific session.

Communications to the Executive Secretary from all IGOs and NGOs admitted by the Conference of the Parties concerning representation at the three sessions mentioned above should reach the secretariat by 11 May 1998, at the latest, at the following address:

To: The Executive Secretary
Climate Change Secretariat (UNFCCC)
Postal Mail Address: P.O. Box: 260 124
D-53153 Bonn, Germany
Telefax: (49-228) 815-1999
E-mail: secretariat@unfccc.de

D. Special events

Limited space will be made available inside the Maritim Hotel for "special events".



Allocation of space will be made on "a first come first served basis" and is limited to accredited intergovernmental and non-governmental organizations expressing the wish to organize an event.

The corresponding form and conditions for the holding of special events are attached.

E. Exhibits

Limited space in the foyer of the Maritim Hotel will be allocated to "exhibits" from accredited intergovernmental and non-governmental organizations expressing the wish to hold an exhibit. Exhibitors are requested to submit their requests well in advance of the sessions. Space will be allocated on "a first come first served basis". The corresponding form and conditions for the holding of exhibits are also attached.

F. Documents

As in the past, official documents for the sessions of the subsidiary bodies of the Convention are being made available in all the official languages of the United Nations by the United Nations Office at Geneva. In addition, advance copies of the documents are being mailed to National Focal Points and Diplomatic Missions in Bonn. Documents are also available at the official WEB site of the secretariat: <http://www.unfccc.de>

G. Registration

Registration for the three sessions will take place at the main entrance of the Hotel Maritim, starting on Monday, 1 June 1998 and continuing until Friday, 12 June 1998. The registration desk will be open from 8:00 a.m. to 12:00 p.m. and from 2 p.m. to 6 p.m. from Monday to Saturday.

H. List of Participants

A provisional List of Participants for the three bodies will be issued on Monday, 2 June 1998. A revised final List of Participants will be issued on Friday, 12 June 1998.

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INFORMATION FOR PARTICIPANTS

Visas

Early contact with the consular authorities of the Federal Republic of Germany is strongly advised to allow sufficient time for a visa to be issued, as appropriate, before departure for Germany. To facilitate the issuance of a visa, a copy of this notification should be attached to the visa request.

Hotel reservations in Bonn

Representatives who require assistance in making a hotel reservation in Bonn may contact Tourismus & Congress GmbH at Friedrich-Ebert-Allee 26, D-53113 Bonn, telephone



number (49-228) 91-0410, Fax number: (49-228) 910-4111. A room reservation form will be made available shortly and should be completed clearly indicating the participants' attendance at the sessions of the UNFCCC. This form should be returned directly to the Tourismus & Congress GmbH.

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.

Useful contacts in the secretariat

Coordinator of the SBSTA	Mr. Tahar Hadj-Sadok
Coordinator of the AG13	Mr. Mukul Sanwal
Coordinator of the SBI	Mr. Jacob Swager
Secretary of the COP	Mr. Richard Kinley
Manager, Conference Support	Ms. Salwa Dallalah
External Relations Officer	Mr. Horacio Peluffo
Logistics, conference rooms	Ms. Francesca Foppiano

These contacts can be reached via the main telephone number of the secretariat, **(49-228) 815-1000**.



SUBSIDIARY BODY FOR SCIENTIFIC AND TECHNOLOGICAL ADVICE PROVISIONAL AGENDA

The provisional agenda for the eighth session of the SBSTA, proposed after consultation with the Chairman, is as follows:

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Election of officers other than the Chairman;
 - (c) Organization of the work of the session;
 - (d) Allocation of work - issues arising from decision 1/CP.3, paragraph 6;
 - (e) Organization of the work of future sessions.
3. Co-operation with relevant international organizations.
4. National communications:
 - (a) Communications from Parties included in Annex I to the Convention;
 - (b) Communications from Parties not included in Annex I to the Convention: methodological aspects of consideration process.
5. Article 6 of the Convention: Education, training and public awareness.
6. Methodological issues:
 - (a) Emissions inventories;
 - (b) Land-use change and forestry - decision 1/CP.3, paragraph 5(a);
 - (c) Impact of single projects on emissions in the commitment period - decision 1/CP.3, paragraph 5(d);
 - (d) Scientific and methodological aspects of the proposal by Brazil;
 - (e) Other matters.
7. Development and transfer of technologies.
8. Mechanisms for co-operative implementation:
 - (a) Activities implemented jointly under the pilot phase;
 - (b) Joint implementation¹ - decision 1/CP.3, paragraph 5(c);
 - (c) Clean development mechanism - decision 1/CP.3, paragraph 5(e);
 - (d) Emissions trading - decision 1/CP.3, paragraph 5(b).
9. Roster of experts.
10. Report on the session.

¹ This sub-item relates to Article 6 of the Kyoto Protocol and paragraph 5 (c) of decision 1/CP.3. The term "joint implementation" is used for convenience.



SUBSIDIARY BODY FOR IMPLEMENTATION

PROVISIONAL AGENDA

The provisional agenda for the eighth session of the SBI, proposed after consultation with the Chairman, is as follows:

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Election of officers other than the Chairman;
 - (c) Organization of the work of the session;
 - (d) Allocation of work - issues arising from decision 1/CP.3, paragraph 6;
 - (e) Organization of the work of future sessions.
3. National communications:
 - (a) Communications from Parties included in Annex I to the Convention;
 - (b) Communications from Parties not included in Annex I to the Convention.
4. Financial mechanism:
 - (a) Review process referred to in decision 9/CP.1;
 - (b) Guidance to the Global Environment Facility.
5. Second review of the adequacy of Article 4, subparagraphs 2(a) and (b).
6. Review of information and possible decisions under Article 4, subparagraph 2(f) of the Convention.
7. Implementation of Article 4, paragraphs 8 and 9 of the Convention.
8. Mechanisms for co-operative implementation:
 - (a) Activities implemented jointly under the pilot phase;
 - (b) Joint implementation² - decision 1/CP.3, paragraph 5(c);
 - (c) Clean development mechanism - decision 1/CP.3, paragraph 5(e);
 - (d) Emissions trading - decision 1/CP.3, paragraph 5(b).
9. Arrangements for intergovernmental meetings:
 - (a) Arrangements for COP 4;
 - (b) Calendar of meetings;
 - (c) Date and venue of COP 5;
 - (d) Volume of documentation.
10. Administrative and financial matters:
 - (a) Programme budget for the biennium 1998-1999;

2 This sub-item relates to Article 6 of the Kyoto Protocol and paragraph 5 (c) of decision 1/CP3. The term "joint implementation" is used for convenience.



- (b) Financial performance in the biennium 1996-1997;
 - (c) Financial procedures;
 - (d) Administrative arrangements.
11. Involvement of non-governmental organizations.
 12. Report on the session.
 13. Closure of the session.

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**AD HOC GROUP ON ARTICLE 13
PROVISIONAL AGENDA**

The provisional agenda for the sixth session of the AG13, proposed after consultation with the Chairman, is as follows:

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Organization of the work of the session.
3. Functions and procedures of the multilateral consultative process.
4. Report on the session.