NOTIFICATION


I am pleased to notify Parties to the United Nations Framework Convention on Climate Change and its Kyoto Protocol and observer States of the forthcoming sessions that will take place from 3 to 14 December 2007 at the Bali International Convention Centre (BICC), Nusa Dua, P.O. Box 36, Nusa Dua, 80363 Bali, Indonesia:

- The thirteenth session of the Conference of the Parties (COP 13)
- The third session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP 3)
- The twenty-seventh session of the Subsidiary Body for Scientific and Technological Advice (SBSTA 27)
- The twenty-seventh session of the Subsidiary Body for Implementation (SBI 27)
- The resumed fourth session of the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol (AWG 4).

Three annexes are attached to this notification:

- Annex I contains the provisional agendas of the above-mentioned sessions
- Annex II provides information on protocol issues concerning credentials for the sessions and on the list of speakers at the high-level segment
- Annex III offers useful information for participants, including important guidelines for the issuance of visas.

A preliminary overview of the sessional period is available in documents FCCC/CP/2007/1 and FCCC/KP/CMP/2007/1 and on the UNFCCC website <www.unfccc.int>.

The Group of 77 and China will meet on Sunday, 2 December 2007 at 10.00 a.m. at the BICC.
It would be appreciated if the names of the heads 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 Wednesday, 31 October 2007** at the following address:

Climate Change Secretariat  
P.O. Box 260 124  
53153 Bonn  
Germany  
Fax: +49 228 815 1999  
E-mail: <secretariat@unfccc.int>

Yours sincerely,

(signed by)

Yvo de Boer

---

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

Provisional Agendas

Provisional agenda of the
Conference of the Parties at its thirteenth session

Symbols of documents for each agenda item are indicated. Please consult http://maindb.unfccc.int/library for updated information, including a full list of relevant documents and titles.

1. Opening of the session

2. Organizational matters
   (a) Election of the President of the Conference at its thirteenth session
       FCCC/CP/1996/2
   (b) Adoption of the rules of procedure
       FCCC/CP/1996/2
   (c) Adoption of the agenda
       FCCC/CP/2007/1
   (d) Election of officers other than the President
   (e) Admission of organizations as observers
       FCCC/CP/2007/2
   (f) Organization of work, including the sessions of the subsidiary bodies
   (g) Date and venue of the fourteenth session of the Conference of the Parties and
       the calendar of meetings of Convention bodies
   (h) Adoption of the report on credentials

3. Reports of the subsidiary bodies and decisions and conclusions arising therefrom
   (a) Report of the Subsidiary Body for Scientific and Technological Advice
       FCCC/SBSTA/2007/4
   (b) Report of the Subsidiary Body for Implementation
       FCCC/SBI/2007/15

4. Report of the co-facilitators of the dialogue on long-term cooperative action to address climate change by enhancing implementation of the Convention
   FCCC/CP/2007/4 and Add.1

5. Fourth Assessment Report of the Intergovernmental Panel on Climate Change
6. Review of implementation of commitments and of other provisions of the Convention
   (a) Financial mechanism of the Convention
   (b) National communications
      (i) National communications from Parties included in Annex I to the Convention
      (ii) National communications from Parties not included in Annex I to the Convention
   (c) Development and transfer of technologies
   (d) Capacity-building under the Convention
   (e) Implementation of Article 4, paragraphs 8 and 9, of the Convention
      (i) Implementation of the Buenos Aires programme of work on adaptation and response measures (decision 1/CP.10)
      (ii) Matters relating to the least developed countries
   (f) Other matters referred to the Conference of the Parties by the subsidiary bodies

7. Reducing emissions from deforestation in developing countries: approaches to stimulate action

8. Second review of the adequacy of Article 4, paragraph 2(a) and (b), of the Convention

9. Administrative, financial and institutional matters
   (a) Budget performance in the biennium 2006–2007
   (b) Programme budget for the biennium 2008–2009

10. High-level segment

11. Statements by observer organizations

12. Other matters

13. Conclusion of the session
   (a) Adoption of the report of the Conference on its thirteenth session
   (b) Closure of the session

---

1 At the fourth session of the Conference of the Parties (COP), it “proved impossible to reach any agreed conclusions or decisions” on this matter (FCCC/CP/1998/16, para. 64) and the item was therefore included in the provisional agenda for the COP at its fifth session in accordance with rule 10 (c) and rule 16 of the draft rules of procedure being applied. The COP, at its fifth session, could not reach a conclusion on this matter (FCCC/CP/1999/6, para. 18), and following rule 10 (c) and rule 16 of the draft rules of procedure being applied, the item was included in the provisional agenda for the sixth up to and including the twelfth sessions with a footnote reflecting a proposal made by the Group of 77 and China to amend the item to read “Review of the adequacy of implementation of Article 4, paragraph 2(a) and (b), of the Convention”. At its twelfth session, the COP decided to include the item in the provisional agenda for its thirteenth session, with an appropriate explanatory footnote (FCCC/CP/2006/5).
Provisional agenda of the
Conference of the Parties serving as the meeting of the Parties
to the Kyoto Protocol at its third session

Symbols of documents for each agenda item are indicated. Please consult <http://maindb.unfccc.int/library> for updated information, including a full list of relevant documents and titles.

1. Opening of the session

2. Organizational matters
   (a) Adoption of the agenda
       FCCC/KP/CMP/2007/1
   (b) Election of replacement officers
   (c) Organization of work, including the sessions of the subsidiary bodies
       FCCC/KP/AWG/2007/3
   (d) Approval of the report on credentials

3. Reports of the subsidiary bodies and decisions and conclusions arising therefrom
   (a) Report of the Subsidiary Body for Scientific and Technological Advice
       FCCC/SBSTA/2007/4
   (b) Report of the Subsidiary Body for Implementation
       FCCC/SBI/2007/15

   FCCC/KP/AWG/2007/2; FCCC/KP/AWG/2007/4

5. Issues relating to the clean development mechanism
   FCCC/KP/CMP/2007/3

6. Issues relating to joint implementation
   FCCC/KP/CMP/2007/4

7. Report of the Compliance Committee
   FCCC/KP/CMP/2007/6

8. Amendment of the Kyoto Protocol in respect of procedures and mechanisms relating to compliance

9. Report of the administrator of the international transaction log under the Kyoto Protocol
10. National communications from Parties included in Annex I to the Convention: reporting and review

11. Second review of the Kyoto Protocol pursuant to its Article 9: scope and content
   *FCCC/KP/CMP/2007/MISC.1 and Add.1; FCCC/KP/CMP/2007/INF.1*

12. Capacity-building under the Kyoto Protocol

13. Adaptation Fund

14. Matters relating to Article 3, paragraph 14, of the Kyoto Protocol

15. Matters relating to Article 2, paragraph 3, of the Kyoto Protocol

16. Administrative, financial and institutional matters
   (a) Budget performance in the biennium 2006–2007
   (b) Programme budget for the biennium 2008–2009

17. Other matters referred to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol by the subsidiary bodies

18. High-level segment

19. Statements by observer organizations

20. Other matters
   (a) Report of the President of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol at its second session on the workshop on the proposal by the Russian Federation
      *FCCC/KP/CMP/2007/MISC.2 and Add.1; FCCC/KP/CMP/2007/INF.2*
   (b) Proposal from Belarus to prepare for implementation of the amendment to Annex B to the Kyoto Protocol (decision 10/CMP.2) prior to its entry into force
      *FCCC/KP/CMP/2007/7*
   (c) Any other matters

21. Conclusion of the session
   (a) Adoption of the report of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol on its third session
   (b) Closure of the session
Provisional agenda of the Subsidiary Body for Scientific and Technological Advice at its twenty-seventh session

1. Opening of the session

2. Organizational matters
   (a) Adoption of the agenda
       FCCC/SBSTA/2007/5
   (b) Organization of the work of the session
       FCCC/SBSTA/2007/5
   (c) Election of officers other than the Chair
   (d) Election of replacement officers
       FCCC/SBSTA/2007/5

3. Nairobi work programme on impacts, vulnerability and adaptation to climate change

4. Development and transfer of technologies

5. Reducing emissions from deforestation in developing countries: approaches to stimulate action
   FCCC/SBSTA/2007/MISC.14

6. Research and systematic observation

7. Fourth Assessment Report of the Intergovernmental Panel on Climate Change

8. Methodological issues under the Convention
   (a) Annual report on the technical review of greenhouse gas inventories from Parties included in Annex I to the Convention
       FCCC/SBSTA/2007/INF.4
   (b) Greenhouse gas data interface
       FCCC/SBSTA/2007/MISC.9 and Add.1
   (c) Emissions from fuel used for international aviation and maritime transport
9. Methodological issues under the Kyoto Protocol

(a) Implications of the establishment of new hydrochlorofluorocarbon-22 (HCFC-22) facilities seeking to obtain certified emission reductions for the destruction of hydrofluorocarbon-23 (HFC-23)
FCCC/SBSTA/2007/MISC.17

(b) Implications of possible changes to the limit for small-scale afforestation and reforestation clean development mechanism project activities
FCCC/SBSTA/2007/MISC.19

(c) Carbon dioxide capture and storage in geological formations as clean development mechanism project activities
FCCC/SBSTA/2007/MISC.18

(d) Good practice guidance for land use, land-use change and forestry activities under Article 3, paragraphs 3 and 4, of the Kyoto Protocol

10. Scientific, technical and socio-economic aspects of mitigation of climate change
FCCC/SBSTA/2007/INF.3; FCCC/SBSTA/2007/MISC.20

11. Matters relating to Article 2, paragraph 3, of the Kyoto Protocol

12. Other matters

13. Report on the session
Provisional agenda of the
Subsidiary Body for Implementation at its twenty-seventh session

1. Opening of the session

2. Organizational matters
   (a) Adoption of the agenda
       FCCC/SBI/2007/16
   (b) Organization of the work of the session
       FCCC/SBI/2007/16
   (c) Election of officers other than the Chair
   (d) Election of replacement officers

3. National communications and greenhouse gas inventory data from Parties included in Annex I to the Convention
   (a) Compilation and synthesis of fourth national communications
   (b) Report on national greenhouse gas inventory data from Parties included in Annex I to the Convention for the period 1990–2005
       FCCC/SBI/2007/30
   (c) Status report on the review of fourth national communications
       FCCC/SBI/2007/INF.8

4. National communications from Parties not included in Annex I to the Convention
   (a) Work of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention
   (b) Information contained in national communications from Parties not included in Annex I to the Convention
   (c) Provision of financial and technical support

5. Financial mechanism of the Convention
   (a) Fourth review of the financial mechanism
       FCCC/SBI/2007/21; FCCC/TP/2007/4

---

1 At the twenty-sixth session of the Subsidiary Body for Implementation there was no consensus to include this issue on the agenda. It was therefore held in abeyance. On a proposal by the Chair, the SBI decided that this issue be included on the provisional agenda of its twenty-seventh session.
(b) Report of the Global Environment Facility to the Conference of the Parties and guidance to the Global Environment Facility
FCCC/CP/2007/3; FCCC/SBI/2007/MISC.11

6. Article 6 of the Convention

7. Implementation of Article 4, paragraphs 8 and 9, of the Convention
(a) Progress on the implementation of decision 1/CP.10
FCCC/SBI/2006/19;
(b) Matters relating to the least developed countries
FCCC/SBI/2007/31; FCCC/SBI/2007/32

8. Capacity-building under the Convention
(a) Capacity-building for developing countries
(b) Capacity-building for countries with economies in transition

9. Reporting and review of information submitted by Parties included in Annex I to the Convention that are also Parties to the Kyoto Protocol
(a) Compilation and synthesis of supplementary information incorporated in fourth national communications submitted in accordance with Article 7, paragraph 2, of the Kyoto Protocol
FCCC/SBI/2007/INF.7
(b) Review of initial reports and supplementary information incorporated in fourth national communications submitted in accordance with Article 7, paragraph 2, of the Kyoto Protocol
FCCC/SBI/2007/INF.10

10. Adaptation Fund

11. Capacity-building under the Kyoto Protocol
(a) Capacity-building for developing countries
(b) Capacity-building for countries with economies in transition
12. Matters relating to Article 3, paragraph 14, of the Kyoto Protocol

13. Report of the administrator of the international transaction log under the Kyoto Protocol
   FCCC/KP/CMP/2007/5

14. Amendment of the Kyoto Protocol in respect of procedures and mechanisms relating to compliance

15. Administrative, financial and institutional matters
   
   (a) Budget performance for the biennium 2006–2007
       FCCC/SBI/2007/19; FCCC/SBI/2007/INF.11
   
   (b) Continuing review of the functions and operations of the secretariat
       FCCC/SBI/2007/19
   
   (c) Privileges and immunities for individuals serving on constituted bodies established under the Kyoto Protocol

16. Other matters

17. Report on the session
Provisional agenda of the
Ad Hoc Working Group on Further Commitments for
Annex I Parties under the Kyoto Protocol
at its resumed fourth session

1. Opening of the session
2. Organizational matters
   (a) Adoption of the agenda\(^1\)
      \textit{FCCC/KP/AWG/2007/3}
   (b) Organization of the work of the session
      \textit{FCCC/KP/AWG/2007/3}
   (c) Election of officers
3. Analysis of mitigation potentials and identification of ranges of emission reduction objectives of Annex I Parties\(^1\)
   \textit{FCCC/KP/AWG/2007/MISC.4 and Add.1–2; FCCC/TP/2007/1}
4. Review of work programme, methods of work and schedule of future sessions
   \textit{FCCC/KP/AWG/2007/MISC.3; FCCC/KP/AWG/2007/MISC.6}
5. Other matters
6. Report on the session

\(^1\) These agenda items were addressed at the first part of the fourth session (FCCC/KP/AWG/2007/4).
Annex II
Protocol Issues

Credentials of States Parties to the Convention

In accordance with rule 19 of the draft rules of procedure being applied (FCCC/CP/1996/2), the credentials of representatives of Parties, as well as the names of alternate representatives and advisers, shall be submitted to the secretariat not later than 24 hours after the opening of the session. Any later change in the composition of the delegation shall also be communicated to the secretariat.

The credentials must be issued by the head of State or Government or by the Minister of Foreign Affairs or, in the case of a regional economic integration organization, by a competent authority of that organization.

The secretariat wishes to remind Parties that, in accordance with decisions 17/CP.9 and 36/CMP.1, only one set of credentials is necessary to cover the participation of Parties to the Convention and Parties to the Kyoto Protocol in the COP at its thirteenth session and the CMP at its third session.

Parties are requested to provide their representatives with full powers to participate in the sessions, including the authority to adopt decisions, to vote and to serve as officers of the COP, the CMP and their subsidiary bodies, and as officers of any sessional bodies, where applicable.¹

Observer States to the Convention

States that are not Parties to the Convention are not required to provide their representatives with credentials.

¹ At COP 13 and CMP 3, new members will be elected to the following bodies under the Convention and the Protocol
- The Bureau of the COP and the CMP
- The other members of the Bureaux of the SBI and SBSTA
- The Bureau of the AWG
- The Executive Board of the clean development mechanism
- The Compliance Committee
- The Joint Implementation Supervisory Committee
Nominations to these bodies are to be submitted by the regional groups and AOSIS, accordingly.
High-level segment of the session

The high-level segment, to be attended by ministers and other senior officials, will be held from 12 to 14 December 2007. National statements by ministers and other heads of delegation will be heard in joint meetings of the COP and CMP during the high-level segment.

The recommended time limit for statements is three to four minutes. Statements made on behalf of groups of Parties, where individual members of the group do not speak, would be welcome, in order to reduce the overall number of speakers. Such groups will be granted two additional minutes and will be accorded preference in the speaking order. Full texts of the official statements will be circulated if a sufficient number of copies is provided to the secretariat during the course of the session.

The list of speakers will be open from Friday, 12 October 2007 to Monday, 12 November 2007. **Requests received before Friday, 12 October 2007 cannot be considered.** Registrations should be made using the form below and should be addressed to the External Relations Officer, Conference Affairs Services, telephone: +49 228 815 1520 or +49 228 815 1426, fax: +49 228 815 1999, e-mail: <secretariat@unfccc.int>. 
Registration form

List of speakers during the high-level segment
3 to 14 December 2007

The list of speakers will be open from Friday, 12 October 2007 to Monday, 12 November 2007. Parties that wish to deliver a national statement during the high-level segment of COP 13 and CMP 3, from 12 to 14 December 2007, are requested to complete this form and return it to the secretariat.

Requests received before Friday, 12 October 2007 cannot be considered.

Please note that the nomination of representatives of a Party to attend the sessions does not imply inclusion in the list of speakers.

Party ..........................................................................................................................

Name of speaker ............................................................................................................
(Mr./Ms.) (First name) (Middle initial)

(Last name)

Title/Position ..............................................................................................................

Institution ....................................................................................................................

Contact person ...........................................................................................................

Title of contact person .............................................................................................

Institution ....................................................................................................................

Telephone ..................................................................................................................

Fax ...............................................................................................................................

E-mail ..........................................................................................................................

Signature of the contact person ..................................................................................

Date .........................................................................................................................

Mailing address
External Relations Officer
Conference Affairs Services
Climate Change Secretariat
P. O. Box 260 124
53153 Bonn
Germany
Fax: +49 228 815 1999, E-mail: secretariat@unfccc.int
## Annex III

### Guide for Participants

<table>
<thead>
<tr>
<th>Visas</th>
<th>All foreigners wishing to enter Indonesia must have a passport valid for at least six (6) months from the date of arrival along with proof (ticket) of onward or return passage. Please contact the Indonesian Embassy/Consulate in your country well before the conference in order to check if you require any immigration documents necessary to visit Indonesia. For more information on visas, including visas upon arrival, please visit the official host country website at &lt;www.deplu.go.id/&gt;.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hotels</td>
<td>A number of hotels in Bali have been selected as official hotels for the conference. Participants may wish to consult the hotel list compiled by the Government of Indonesia at: <a href="http://www.cifor.cgiar.org/publications/pdf_files/events/1st-UNFCCC2007-Final.pdf">http://www.cifor.cgiar.org/publications/pdf_files/events/1st-UNFCCC2007-Final.pdf</a>. Participants should contact the hotel directly to book their accommodation. A guaranteed credit card is required to make the hotel reservation. A copy of the correspondence should also be sent to the office of the Indonesian secretariat at: Ministry of Environment of Indonesia Jalan D.I. Panjaitan Kavling 24, Kebon Nanas Jakarta 13410 Indonesia Tel: +62 21 858 0110; 852 0763 Fax: +62 21 858 0110 Email: <a href="mailto:cop13.secretariat@menlh.go.id">cop13.secretariat@menlh.go.id</a> Website: &lt;www.climate.web.id&gt;</td>
</tr>
<tr>
<td>Medical insurance</td>
<td>Participants are strongly advised to obtain, before departure to Indonesia, adequate and valid individual or group travel insurance to cover any expenses that may arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment.</td>
</tr>
<tr>
<td>Disclaimer</td>
<td>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. In this context, participants are strongly recommended to obtain international medical insurance for the period of participation.</td>
</tr>
<tr>
<td>Funding</td>
<td>The present notification does not constitute an offer for funding. A separate communication for this purpose will be sent to eligible Parties.</td>
</tr>
</tbody>
</table>
**Registration**
- All participants are requested to register upon arrival at the desk located at the main entrance of the Bali International Convention Centre.
- A valid photo ID should be presented to the registration staff.
- As of 2 December 2007, the “no registration, no access” rule shall be strictly applied and will be enforced throughout the period of the sessions.
- Early registration on 1 and 2 December 2007 is highly recommended to avoid delay on the first morning of the sessions.

**Opening hours**
Saturday, 1 December 2007 and Sunday, 2 December 2007: from 9 a.m. to 6 p.m.
Monday, 3 December 2007 to Friday, 14 December 2007: 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 required for participants to gain access to the premises. They are issued only on the basis of a letter of nomination from Parties or admitted observer States. For security reasons, all participants are requested to wear their badge at all times.

**Side events**
The schedule of side events and list of exhibits will be available at the end of October 2007 on the UNFCCC website.

**Documents**
The list below indicates the symbols of the main documents prepared for the sessions.

Please consult the UNFCCC website <http://maindb.unfccc.int/library> for all available documents:

- **Provisional agendas:**
  - FCCC/CP/2007/1
  - FCCC/KP/CMP/2007/1
  - FCCC/SBSTA/2007/5
  - FCCC/SBI/2007/16
  - FCCC/KP/AWG/2007/3

- **Reports:**
  - FCCC/CP/2007/5 and Add.1
  - FCCC/KP/CMP/2007/10 and Add.1
  - FCCC/SBSTA/2007/4
  - FCCC/KP/AWG/2007/2
  - FCCC/KP/AWG/2007/4
## Overview of the sessional period

<table>
<thead>
<tr>
<th>Monday 3 December</th>
<th>Tuesday 4 December</th>
<th>Wednesday 5 December</th>
<th>Thursday 6 December</th>
<th>Friday 7 December</th>
<th>Saturday 8 December</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welcoming ceremony</td>
<td>COP 13 opening</td>
<td>SBSTA 27 plenary</td>
<td>SBSTA 27 plenary</td>
<td>COP 13, CMP 3, SBSTA 27, SBI 27, AWG 4 informal meetings</td>
<td>COP 13, CMP 3, SBSTA 27, SBI 27, AWG 4 informal meetings</td>
</tr>
<tr>
<td>COP 13 opening</td>
<td>CMP 3 opening</td>
<td>SBI 27 plenary</td>
<td>AWG 4 plenary</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CMP 3 opening</td>
<td>SBSTA 27 opening</td>
<td>AWG 4 opening</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Monday 10 December</th>
<th>Tuesday 11 December</th>
<th>Wednesday 12 December</th>
<th>Thursday 13 December</th>
<th>Friday 14 December</th>
</tr>
</thead>
<tbody>
<tr>
<td>COP 13</td>
<td>CMP 3</td>
<td>SBSTA 27</td>
<td>SBI 27</td>
<td>AWG 4</td>
</tr>
<tr>
<td>National statements</td>
<td>National statements</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Informal meetings</td>
<td>IGO/NGO statements</td>
<td>COP 13 closing</td>
<td>CMP 3 closing</td>
<td></td>
</tr>
</tbody>
</table>