



Executive Secretary
Secrétaire exécutif

Bonn, 4 April 2009
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NOTIFICATION
June 2009: United Nations Climate Change Talks
Bonn, 1 to 12 June 2009

I wish to notify all intergovernmental organizations (IGOs) and non-governmental organizations (NGOs) admitted as observers by the Conference of the Parties at its previous sessions of the forthcoming sessions:

- The thirtieth session of the Subsidiary Body for Scientific and Technological Advice (SBSTA 30), 1–10 June 2009;
- The thirtieth session of the Subsidiary Body for Implementation (SBI 30), 1–10 June 2009;
- The eighth session of the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol (AWG-KP 8), 1–12 June 2009;
- The sixth session of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention (AWG-LCA 6), 1–12 June 2009.

It would be appreciated if the names, titles and addresses (including telephone, fax and e-mail) of the representatives for the sessions could be communicated by each observer organization, through its designated contact point for climate change, as soon as possible and **not later than Thursday, 30 April 2009**, at the following address:

Climate Change Secretariat
P.O. Box 260 124
53153 Bonn, Germany
Fax: +49 228 815 1855
E-mail: <sessions@unfccc.int>.

Distribution: To all intergovernmental organizations and non-governmental organizations admitted as observers by the Conference of the Parties.



The provisional agendas for the sessions will be provided in due course.

The attached annex offers information for participants and important guidelines for the issuance of visas. Additional information on the sessions will soon be posted on the UNFCCC website <www.unfccc.int>.

Yours sincerely,

(original signed by Richard Kinley for)

Yvo de Boer



Information for participants

Visas	<p>All foreign delegates entering the Federal Republic of Germany must have a valid passport. Participants requiring a visa for Germany, or a transit visa, are strongly encouraged to contact the appropriate consular authorities as soon as this invitation is received. The issuance of a visa for the 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 this notification should be attached to the visa request. For more information, please visit the website of the Federal Foreign Office: <http://www.auswaertiges-amt.de/diplo/en/Startseite.html> (also available in French and Spanish).</p>
Hotels	<p>Representatives who require assistance in making a hotel reservation in Bonn should contact:</p> <p>Tourismus & Congress GmbH Adenauerallee 131 D-53113 Bonn Telephone: +49 228 910 4170 Fax: +49 228 910 4177 E-Mail: <info@bonn-region.de>.</p>
Disclaimer	<p>Participants are strongly recommended to obtain international medical insurance for the period of participation. 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.</p>
Registration	<ul style="list-style-type: none">• All participants are requested to register upon arrival at the desk located in the Hotel Maritim.• A valid photo ID should be presented to the registration staff.• As of Saturday, 30 May 2009, the “no registration, no access” rule will be strictly applied and will be enforced throughout the period of the sessions.• Early registration on Saturday, 30 May, is highly recommended to avoid delays. <p>Registration times: Saturday, 30 May to Sunday, 31 May 2009 From 9 a.m. to 7 p.m.</p> <p>From Monday, 1 June, until Friday, 12 June 2009 from 8 a.m. to 7 p.m.</p> <p>Double registration for the session is not permitted (i.e., observer organization representative and State representative or observer organization representative and press/media representative).</p>



Badges	<p>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, observer States or observer organizations. For security reasons, all participants are requested to wear their badges at all times.</p>
Side events	<p>The online registration system for applications for side events and exhibits will be open from 14 to 17 April 2009 on the UNFCCC website. Applications require authorization by the national focal point or designated contact point of the admitted organizations.</p> <p>Organizers and participants at side events and exhibits must be previously registered as representatives of Parties or admitted observer organizations for the sessions, in order to gain access to the premises.</p>
Press briefings	<p>In order that the secretariat can provide adequate logistical and technical facilities, it would be useful to know to what extent observer organizations intend to brief the press/media during the forthcoming sessions, which they are welcome to do. Responses should be addressed directly to the UNFCCC Press Office, telephone: +49 228 815 1005, fax: +49 228 815 1856, e-mail: <press@unfccc.int>.</p>
Essential documents	<p>Please consult the UNFCCC website <http://maindb.unfccc.int/library> for all available documents.</p>
