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INFORMATION NOTE

Revision of guidelines for participation of representatives of NGOs at meetings of the bodies of the UNFCCC

I refer to the guidelines for the participation of representatives of non-governmental organizations (NGOs) at meetings of the bodies of the United Nations Framework Convention on Climate Change (UNFCCC), wherein paragraph A.4 provides that “Representatives shall normally be at least 18 years of age. Younger representatives may be registered at the discretion of the secretariat.”

Kindly be informed that, as of immediate effect, the Executive Secretary of the UNFCCC secretariat, after consultation with the United Nations Department of Safety and Security, has decided to revise the provisions of the aforesaid paragraph as follows:

Representatives shall normally be at least 16 years of age. Younger representatives may be registered subject to the following terms and conditions:

1. Anyone below 16 years of age (hereinafter referred to as the “minor”) nominated by an NGO shall be accompanied by a chaperone at all times. The chaperone must be 21 years of age or older.
2. Unaccompanied minors below the age of 16 will not be permitted access to UNFCCC venues.
3. Both the minor and the chaperone shall be part of the allotted quota of the respective NGO. No additional badges for either the chaperone or the minor will be allocated or issued.
4. At the time of registration of the minor, each chaperone must sign the appropriate Release and Waiver of Liability, Assumption of Risk and Indemnity form assuring consent of the parent/s/legal guardian/s of the minor and assuming full responsibility of the minor during their custody at the UNFCCC venues.
5. Should the minor violate any provision of UNFCCC guidelines for participation, both the minor and the chaperone will face the same consequences.

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6. Should such consequences result in confiscation of badges, the NGO will not be allowed to nominate additional individuals in place of the de-badged minor and chaperone for the remainder of the conference/meetings.

7. Should the chaperone violate any provision of UNFCCC guidelines for participation, the chaperone will face the consequences.

8. Should such consequences result in confiscation of the badge of the chaperone, then another chaperone from among the registered representatives of that NGO shall assume responsibility of the minor by signing the appropriate Release and Waiver of Liability, Assumption of Risk and Indemnity form in order for the minor to continue participation in the conference/meetings. In the absence of a registered chaperone the minor will not be allowed to participate in the conference/meetings and the concerned NGO will be requested to remove the minor from the UNFCCC venues.

Accordingly, the UNFCCC guidelines for participation have been updated and can be downloaded from the following link: http://unfccc.int/parties_and_observers/observer_organizations/items/9519.php.

Yours faithfully,

signed by

Ovais Sarmad
Deputy Executive Secretary