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INFORMATION NOTE

Requirements relating to the adoption by Parties of a protocol, another legal instrument or an agreed outcome with legal force under the Convention applicable to all Parties

The Conference of the Parties at its twenty-first session (COP 21) will consider the outcome of the work of the Ad Hoc Working Group on the Durban Platform for Enhanced Action (ADP), including a text for a protocol, another legal instrument or an agreed outcome with legal force under the Convention applicable to all Parties. Pursuant to decision 1/CP.20, paragraph 6, the ADP made available a negotiating text for a protocol, another legal instrument or an agreed outcome with legal force under the Convention applicable to all Parties (FCCC/ADP/2015/1), which has been communicated to Parties by the secretariat through a Note Verbale¹ dated 19 March 2015, and which is available on the UNFCCC website at: <<http://unfccc.int/resource/docs/2015/adp2/eng/01.pdf>>.

This note provides details on the requirements in respect of credentials for Parties to participate in the adoption by the COP of the outcome of the ADP's work. This note does not prejudice whether the outcome will be a protocol, another legal instrument or an agreed outcome with legal force under the Convention applicable to all Parties. Parties may wish to note that only those Parties that have submitted to the secretariat valid credentials will be entitled to participate in the adoption by the COP of the outcome of the ADP's work. In addition, if the secretariat is requested to confirm whether a quorum to take decisions is present, the quorum will be determined on the basis of Parties that have submitted valid credentials. In accordance with rule 31 of the Draft Rules of Procedure being applied (FCCC/CP/1996/2), the presence of two thirds of the Parties to the Convention (i.e., 130 Parties) will be required for any decision to be taken.

In accordance with rule 19 of the Draft Rules of Procedure being applied, the credentials of representatives of Parties, as well as the names of alternate representatives and advisers, shall be

Distribution: To Parties and observer States through national focal points for climate change, Permanent Representatives to the United Nations in New York and to diplomatic missions accredited to the Federal Republic of Germany.

¹ Available at: <https://unfccc.int/files/essential_background/convention/application/pdf/adp_negotiating_text_english.pdf>.



submitted to the secretariat no later than 24 hours after the opening of COP 21. 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. They should indicate the date and place where the instrument was issued, be signed by the competent authority and indicate the title of the signatory. In the case of a person acting ad interim, as the Head of State or Government or as the Minister of Foreign Affairs, the title must indicate that the person is exercising such powers ad interim. In this respect, the secretariat will accept the following formulations: Acting President, Acting Prime Minister, Acting Minister of Foreign Affairs, President ad interim, Prime Minister ad interim and Minister of Foreign Affairs ad interim.

Original credentials, duly signed as indicated above, written in one of the six official languages of the United Nations², should be deposited during COP 21 with the External Relations counter, located beside the Information Desk in the Conference Center at the Paris Le Bourget site, in France. No other office or authority of the secretariat or of the Host Country is designated to receive credentials.

The receipt of the document will be acknowledged by the secretariat in writing on a copy of the original. Please provide a copy of the original document for that purpose. A list of valid credentials will be posted on the official site of the secretariat: <<http://unfccc.int>>. The secretariat strongly recommends to Parties to verify that their credentials have been listed on the official site of the secretariat. In accordance with rule 20 of the Draft Rules of Procedure being applied, the Bureau will examine the credentials and submit its report to the COP.

(Information concerning the appointment of representatives participating in the sessions which is communicated by means of facsimile or e-mail or as letters or notes verbales from ministries, embassies, permanent missions to the United Nations or other participating government offices or authorities, or through local United Nations Offices, will not be considered as credentials.)

Parties that have any further questions on credentials are requested to contact the Protocol and External Relations Officer of the secretariat, Mr. Horacio Peluffo, by e-mail at: sessions@unfccc.int.

This information note is also available on the UNFCCC website at:
<<http://unfccc.int/3153.php>>.

Yours sincerely,

(Signed by Richard Kinley for)

Christiana Figueres

² Arabic, Chinese, English, French, Russian or Spanish. To facilitate the examination of credentials, a courtesy translation in English would be appreciated if the credentials have been executed in another language.