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## **INFORMATION NOTE**

### **Opening of the Online Registration System**

#### **United Nations Climate Change Conference, SB 46 8 to 18 May 2017 Bonn, Germany**

I refer to the United Nations Climate Change Conference to be held at the World Conference Center, Bonn, Germany, from 8 to 18 May 2017, and wish to inform all Parties and observer States to the United Nations Framework Convention on Climate Change, the Kyoto Protocol and the Paris Agreement that the Online Registration System (ORS) is now open for registration by Parties for their attendance at the conference.

The ORS is being opened in order to facilitate the timely processing of nominations, compilation and organization of delegations.

The formal notification on the above-mentioned sessions and the corresponding agenda will be issued in due course, in accordance with the draft rules of procedure being applied.

The ORS will remain open for registration for the sessions until the end of the Conference. Online registration is the only official channel for nominating participants for the sessions. The secretariat is not in a position to receive nominations sent by any other method such as e-mail, letter or fax. The ORS is available at the following web address:

<https://onlinereg.unfccc.int/>

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



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The user manual for the system is available at the following web address:

<[https://onlinereg.unfccc.int/onlinereg/public/UNFCCC\\_ORIS\\_User\\_Manual-Parties\\_and\\_Observer\\_States.pdf](https://onlinereg.unfccc.int/onlinereg/public/UNFCCC_ORIS_User_Manual-Parties_and_Observer_States.pdf)>

The manual contains complete information and guidelines on how to access and use the system. Requests for technical support can be sent to the following e-mail address:

<[onlinereg@unfccc.int](mailto:onlinereg@unfccc.int)>

Yours sincerely,

*(Signed by)*

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