



**Bonn, 5 July 2011**

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## MESSAGE TO PARTIES

### Early submission of information and views

This note contains an updated table listing upcoming deadlines for submission of information and views invited by Convention and Kyoto Protocol bodies. The note has been prepared as a reference for Parties to facilitate the early submission of information and views. The update reflects the outcomes of the recent sessions of the Subsidiary Body for Scientific and Technological Advice / Subsidiary Body for Implementation / Ad Hoc Working Group on Long-term Cooperative Action under the Convention and the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol. Where the reports of the sessions are not yet ready the table refers to the appropriate in-session documents.

In order for documents to be produced in a timely manner and to facilitate preparations, it is important that the submissions reach the secretariat on time. Electronic submissions, either on diskette/CD-ROM or sent via e-mail, will facilitate the timely production of documents. E-mail submissions should be sent to [secretariat@unfccc.int](mailto:secretariat@unfccc.int); receipt will be acknowledged. Submissions formatted in MS Word 2000 are preferable. If non-electronic submissions are provided, more time will be needed to produce the document.

As submissions are compiled on an issue-by-issue basis, Parties are requested to identify each submission by its subject and mandate and, if possible, send each submission as a separate document.

Yours sincerely,

*(Signed by)*

Richard Kinley  
Deputy Executive Secretary

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



## Upcoming deadlines for submission of views or information by Parties

	Submission	Date
<b>2011</b>		
1.	<p><u>National adaptation plans (SBI)</u></p> <p>Views from Parties and relevant organizations on the following matters:</p> <p>(a) The process to enable least developed country Parties to formulate and implement national adaptation plans, building upon their experience in preparing and implementing NAPAs;</p> <p>(b) The modalities and guidelines for least developed country Parties and other developing country Parties to employ the modalities formulated to support national adaptation plans.</p> <p>(FCCC/SBI/2011/L.16, paragraph 7)</p>	15 August
2.	<p><u>Approaches to address loss and damage associated with climate change impacts in developing countries that are particularly vulnerable to the adverse effects of climate change to enhance adaptive capacity</u></p> <p style="text-align: center;">- <u>Activities to be undertaken under the work programme (SBI)</u></p> <p>Further views and information from Parties and relevant organizations on the themes to be addressed in paragraph (a–c) below.</p> <p>(a) Assessing the risk of loss and damage associated with the adverse effects of climate change and the current knowledge on the same;</p> <p>(b) A range of approaches to address loss and damage associated with the adverse effects of climate change, including impacts related to extreme weather events and slow onset events, taking into consideration experience at all levels;</p> <p>(c) The role of the Convention in enhancing the implementation of approaches to address loss and damage associated with the adverse effects of climate change.</p> <p>(FCCC/SBI/2011/L.20, paragraph 5)</p>	15 August
3.	<p><u>Outcome of the work of the Ad Hoc Working Group on long-term Cooperative Action under the Convention (AWG-LCA)</u></p> <p>Submissions of views from Parties on the items relating to a work programme for the development of modalities and guidelines listed in document FCCC/AWGLCA/2010/L.7, paragraph 46, including with respect to the initial scheduling of the processes described in section III.A (Enhanced action on mitigation. Nationally appropriate mitigation commitments or actions by developed country Parties).</p> <p>(FCCC/AWGLCA/2010/L.7, paragraphs 46–47)</p>	9 September
4.	<p><u>Outcome of the work of the Ad Hoc Working Group on long-term Cooperative Action under the Convention (AWG-LCA)</u></p> <p>Submissions from Parties on the items relating to a work programme for the development of modalities and guidelines listed in document FCCC/AWGLCA/2010/L.7, paragraph 66, including with respect to the initial scheduling of the processes described in section III.B (Enhanced action on mitigation. Nationally appropriate mitigation actions by developing country Parties).</p> <p>(FCCC/AWGLCA/2010/L.7, paragraphs 66–67)</p>	9 September



5.	<p><u>Financial mechanism of the Convention (SBI)</u></p> <p>Information by Parties on support provided to developing country Parties and activities undertaken to strengthen existing and, where needed, establish national and regional systematic observation and monitoring networks.</p> <p>(FCCC/SBI/2011/L.17, paragraph 8)</p>	19 September
6.	<p><u>National communications from Parties not included in Annex I to the Convention: Provision of financial and technical support (SBI)</u></p> <p>Information by Parties not included in Annex I to the Convention on the detailed costs incurred, including in-kind contributions, for the preparation of their most recent national communications, and on the financial resources received through the Global Environment Facility.</p> <p>(FCCC/SBI/2011/L.9, paragraph 5)</p>	19 September
7.	<p><u>Nairobi work programme on impacts, vulnerability and adaptation to climate change (SBSTA)</u></p> <p>Proposals for upcoming activities under the Nairobi work programme, taking into consideration the information included in the annex to document FCCC/SBSTA/2011/L.13.</p> <p>(FCCC/SBSTA/2011/L.13, paragraph 10 and annex)</p>	19 September 2011
8.	<p><u>Methodological guidance for activities relating to reducing emissions from deforestation and forest degradation and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries (SBSTA)</u></p> <p>Views on issues identified in paragraphs 1, 2 and 3 of the conclusions of the SBSTA, at its thirty-fourth session.</p> <p>(FCCC/SBSTA/2011/L.14, paragraph 4 and annex)</p>	19 September 2011
9.	<p><u>Research and systematic observation (SBSTA)</u></p> <p>Views on the research dialogue, including ongoing activities, associated modalities and ways to enhance the dialogue.</p> <p>(FCCC/SBSTA/2011/L.4, paragraph 13)</p>	19 September 2011
10.	<p><u>Forum on the impact of the implementation of response measures at the thirty-fourth and thirty-fifth sessions of the subsidiary bodies, with the objective of developing a work programme under the Subsidiary Body for Scientific and Technological Advice and the Subsidiary Body for Implementation to address these impacts, with a view to adopting, at the seventeenth session of the Conference of the Parties, modalities for the operationalization of the work programme and a possible forum on response measures.<sup>1</sup> (SBSTA/SBI)</u></p> <p>Further views on the elements for the development of a work programme and a possible forum on response measures. Submissions from Parties and relevant intergovernmental and non-governmental organizations.</p> <p>(FCCC/SBSTA/2011/L.16 – FCCC/SBI/2011/L.18, paragraph 2)</p>	19 September 2011

<sup>1</sup> Decision 1/CP.16, paragraph 93.



11.	<p><u>Materiality standard under the clean development mechanism (SBSTA)</u></p> <p>Views on:</p> <p>(a) Whether the concept of materiality could be applied in the context of the CDM;</p> <p>(b) If appropriate:</p> <p>(i) How materiality should be defined in the context of the CDM;</p> <p>(ii) The appropriate thresholds used to define the conditions under which a piece of information should be regarded as material;</p> <p>(iii) The areas to which the concept of materiality should be applied;</p> <p>(c) The relation, as well as the differences between, uncertainty and materiality.</p> <p>(FCCC/SBSTA/2011/L.11, paragraph 3)</p>	19 September 2011
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<b>Annually</b>		
12.	<p><u>Capacity-building under the Convention (SBI)</u></p> <p>Information from Parties on the activities they have undertaken pursuant to decision 2/CP.7 and 2/CP.10, which should include, inter alia, such elements as needs and gaps, experiences and lessons learned.</p> <p>(FCCC/CP/2006/5/Add.1, decision 4/CP.12, paragraph 1 (a))</p>	For 2011, 15 August
13.	<p><u>Capacity-building under the Kyoto Protocol (SBI)</u></p> <p>Information from Parties on the activities that they have undertaken pursuant to decision 29/CMP.1 and reports from relevant multilateral and bilateral agencies and the private sector on their support of the implementation of the framework undertaken pursuant to decision 29/CMP.1, in accordance with national priorities and with the knowledge of relevant national authorities.</p> <p>(FCCC/KP/CMP/2006/10/Add.1, decision 6/CMP.2, paragraph 1 (a) and (b))</p>	For 2011, 15 August
14.	<p><u>Financial mechanism of the Convention (SBI)</u></p> <p>Views and recommendations from Parties on elements to be taken into account in developing guidance to the Global Environment Facility.</p> <p>(FCCC/SBI/2010/L.38/Add.1, paragraph 7)</p>	For 2011, 19 September

<b>2012</b>		
15.	<p><u>Capacity-building for countries with economies in transition under the Convention (SBI)</u></p> <p>Information on how Parties have implemented capacity-building activities in EIT countries.</p> <p>(FCCC/SBI/2007/34, paragraph 87)</p>	14 February
16.	<p><u>Capacity-building for countries with economies in transition under the Kyoto Protocol (SBI)</u></p> <p>Information on how Parties have implemented capacity-building activities in EIT countries.</p> <p>(FCCC/SBI/2007/34, paragraph 123)</p>	14 February



17.	<p><u>Article 6 of the Convention (SBI)</u> Information and views from Parties and relevant intergovernmental and non-governmental organizations, as well as relevant stakeholders, that may be relevant to the completion of the review of the amended New Delhi work programme. (FCCC/SBI/2011/L.6, paragraph 2)</p>	14 February
18.	<p><u>Article 6 of the Convention (SBI)</u> Views from Parties and relevant intergovernmental and non-governmental organizations, as well as relevant stakeholders, on possible elements of a successor work programme on Article 6 of the Convention. (FCCC/SBI/2011/L.6, paragraph 2)</p>	14 February
19.	<p><u>Activities implemented jointly under the pilot phase (SBSTA)</u> Reports on activities implemented jointly under the pilot phase, to be included in the eighth synthesis report. (FCCC/SBSTA/2010/L.21, paragraph 2)</p>	1 June
20.	<p><u>Financial mechanism of the Convention. Least Developed Countries Fund (SBI)</u> Information from Parties and relevant organizations on their experience with the implementation of the least developed countries work programme, including the updating and implementation of national adaptation programmes of action, and in accessing funds from the Least Developed Countries Fund. (FCCC/SBI/2010/L.27/Add.1, paragraph 5)</p>	1 August
<b>2015</b>		
21.	<p><u>Matters relating to Article 4, paragraphs 8 and 9, of the Convention. Matters relating to the least developed countries (SBI)</u> Views from Parties on the work of the Least Developed Countries Expert Group. (See FCCC/SBI/2010/L.28/Add.1, paragraph 9 (b))</p>	1 February