



United Nations
Climate Change Secretariat

Nations Unies
Secrétariat sur les changements climatiques

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NOTIFICATION

Fifteenth Meeting of the Standing Committee on Finance

Standing Committee on Finance Meeting
7–9 March 2017
Bonn, Germany

Pursuant to decision 2/CP.17, I am pleased to notify constituencies of admitted non-governmental organizations (NGOs) that the fifteenth meeting of the Standing Committee on Finance (SCF) will take place from 7 to 9 March 2017 in Bonn, Germany.

Please find attached the provisional agenda and other details of the meeting will soon be made available on the UNFCCC website at: <<http://unfccc.int/6881.php>>.

In accordance with the modalities and procedures adopted by decision 2/CP.17, the fifteenth meeting of the SCF will be open to admitted observer organizations. Representatives from admitted NGOs nominated by the Constituency Focal Points must register for the meeting using the Observer Registration Form for NGOs, which is sent to Constituency Focal Points. Once the Constituency Focal Points confirm the nomination(s), they should forward the registration form to the secretariat using the following email address:

<cool@unfccc.int>

The deadline for registration as an observer is **10 February 2017**. In view of the need to confirm the arrangements for the meeting as early as possible, please be advised that the secretariat may not be in a position to process Observer Registration Forms for NGOs received after this deadline.

Distribution: To constituency focal points of non-governmental organizations admitted as observers by the Conference of the Parties.



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The UNFCCC secretariat is a climate neutral organization and therefore strongly encourages all participants to choose the most climate friendly mode of travel and compensate for unavoidable emissions by cancelling Certified Emission Reductions. Please visit the air travel carbon emissions calculator at www.icao.int/environmentalprotection/carbonoffset/pages/default.aspx to calculate the climate footprint of your travel. Secondly, you are also encouraged to compensate for your climate footprint by cancelling the corresponding amount of offsets through UNFCCC's voluntary cancellation platform at www.offset.climateneutralnow.org. Should you be travelling by train or car, we propose that you compensate for your emissions by cancelling one Certified Emission Reduction (one tonne of offset) at the voluntary cancellation platform.

In accordance with the Conference of the Parties decision 23/CP.18, and with a view to informing more effective climate change policy that addresses the needs of women and men equally, you are kindly encouraged to nominate women participants to attend the Fifteenth Meeting of the Standing Committee on Finance.

Yours sincerely,

(Signed by)

Dechen Tsering (Ms.)

Director

Finance, Technology and Capacity-building Programme

Enclosure: Registration form
Provisional agenda



**REGISTRATION FORM
(NGO OBSERVERS)**



Fifteenth Meeting of the Standing Committee on Finance

7 to 9 March 2017

Bonn, Germany

Organization	Click here to enter text.
Title	Mr. <input type="checkbox"/> Ms. <input type="checkbox"/>
Given names	Click here to enter text.
Family name	Click here to enter text.
Date of birth	Click here to enter text.
Nationality	Click here to enter text.
Position/title	Click here to enter text.
Full postal address (incl. street, city and postcode)	Click here to enter text.
Country	Click here to enter text.
Telephone	Click here to enter text.
Mobile number during the meeting	Click here to enter text.
E-mail address	Click here to enter text.
Passport number	Click here to enter text.
Place and date of passport issuance	Click here to enter text.
Date of passport expiry	Click here to enter text.
Constituency represented: Please indicate the nominating constituency	<input type="checkbox"/> BINGO / <input type="checkbox"/> ENGO / <input type="checkbox"/> Farmers / <input type="checkbox"/> IPO / <input type="checkbox"/> LGMA / <input type="checkbox"/> RINGO/ <input type="checkbox"/> TUNGO/ <input type="checkbox"/> Women and Gender/ <input type="checkbox"/> YOUNGO
<p>X I, the nominated representative named above, herewith confirm that the information I have provided above is correct and agree to the conditions set out under 'Important Information for Observers'.</p> <p>Checking the box above (or marking an X next to the checkbox) indicates that you agree to the terms and conditions. Please also include an electronic signature below if possible.</p> <p>Date and signature:</p>	
<p>X I, the Focal Point of the nominating constituency, herewith confirm that the person named above is nominated to represent my constituency and agree to the conditions set out under 'Important Information for Observers'.</p> <p>Date and signature:</p>	

Completed registration forms should be sent by the Focal Point of the nominating constituency to:

UNFCCC Secretariat Bonn/Germany

E-mail: cool@unfccc.int

The deadline for registration **10 February 2017**

IMPORTANT INFORMATION FOR OBSERVERS:

- *Observers are responsible for making their own travel and hotel arrangements.*
 - *All foreign citizens entering Federal Republic of Germany must have a valid passport. Participants requiring a visa for the Federal Republic of Germany, or a transit visa, are strongly encouraged to contact the appropriate consular authorities as soon as this notification is received.*
 - *The issuance of a visa for the Schengen States may take weeks from the date of submission of the visa application. To facilitate the issuance of a Schengen visa, a copy of the 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/DE/Startseite_node.html>
Please note that the European Union **has introduced new procedures** on the issuance of Schengen visas. Kindly refer to the links below for further information.
http://ec.europa.eu/dgs/home-affairs/what-we-do/policies/borders-and-visas/visa-information-system/index_en.htm
http://europa.eu/rapid/press-release_MEMO-11-682_en.htm?locale=en*
 - *Participants are strongly advised to obtain comprehensive 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.*
 - ***In the interest of the security and safety of all participants and the smooth running of the workshop/meeting, the Convention secretariat reserves the right to deny and/or restrict access to the workshop/meeting premises, or to request registered participants to leave the premises. The Convention secretariat shall not be responsible for any or all expenses incurred by nominated participants who are requested to leave the premises, or refused registration or access to the sessions for which they have been nominated and/or registered as participants.***
 - *All participants are requested to register upon arrival at the venue for the meeting. A valid passport or a nationally approved photo identification card should be presented to the registration staff in order to issue corresponding badge.*
 - *In submitting this form through electronic means, the submitter accepts all risks and responsibilities associated with the use of electronic means of submitting the form.*
 - *The UNFCCC secretariat shall not be made responsible for any claim or loss arising from the transmission, storage or use of documentation obtained through electronic means. Neither the confidentiality nor the integrity of the documentation submitted can be guaranteed following electronic transmission and storage.*
 - *Please be informed that this registration is valid **ONLY** for the aforementioned workshop/meeting.*
 - *NGO participants must comply with the rules and policies of the United Nations and the UNFCCC available on the UNFCCC official webpage (http://unfccc.int/parties_and_observers/ngo/items/3667.php).*
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Fifteenth Meeting of the Standing Committee on Finance

7 to 9 March 2017

Bonn, Germany

Provisional Agenda

1. Opening of the meeting.
2. Election of officers.
3. Organizational matters.
4. 2017 workplan of the Standing Committee on Finance.
5. Sixth Review of the Financial Mechanism of the Convention.
6. 2017 Forum of the Standing Committee on Finance.
7. Review of the functions of the Standing Committee on Finance.
8. Measurement, reporting and verification of support beyond the Biennial Assessment and Overview of climate finance flows.
9. Linkages with the Subsidiary Body for Implementation and the thematic bodies of the Convention.
10. 2018 Biennial Assessment and Overview of climate finance flows.
11. Draft guidance to the operating entities of the Financial Mechanism.
12. Other matters:
 - (a) Report of the fifteenth meeting of the Standing Committee on Finance.
13. Closure of the meeting.

