



**Bonn, 16 April 2010**

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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 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 link at which the conclusions as adopted are available.

In order for documents to be produced in a timely manner and to facilitate preparations for upcoming workshops, 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 but other software formats are also welcome. 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 June Budhooram for)*

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>2010</b>		
1.	<u>Organization and methods of work in 2010 (AWG-LCA)</u> Submissions from Parties containing views, which the Chair may draw upon in the preparation of her draft text for consideration by Parties at its tenth session. (See conclusions by the Chair of the AWG-LCA at its ninth session as adopted, <sup>1</sup> paragraph 5)	26 April
2.	<u>Organization and methods of work in 2010 (AWG-LCA)</u> Submissions from Parties on an indicative roadmap to be proposed by the Chair through her scenario note on the tenth session (See conclusions by the Chair of the AWG-LCA at its ninth session as adopted, <sup>2</sup> paragraph 6)	4 May
3.	<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 (See decision 7/CP.14, paragraph 2, FCCC/CP/2008/7/Add.1)	1 June
4.	<u>Least Developed Countries Fund (SBI)</u> Submissions from Parties and relevant organizations of information on the preparation and implementation of national adaptation programmes of action, including on accessing funds from the Least Developed Countries Fund (See FCCC/CP/2008/7/Add.1, decision 5/CP.14, paragraph 4)	17 August
5.	<u>Matters relating to Article 4, paragraphs 8 and 9, of the Convention: Matters relating to the least developed countries (SBI)</u> Parties to submit their views on possible elements for a future mandate of the Least Developed Countries Expert Group (LEG), including its renewal and expansion (See FCCC/SBI/2009/L.27, paragraph 9)	30 August

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

<sup>1</sup> <[http://unfccc.int/files/meetings/ad\\_hoc\\_working\\_groups/lca/application/pdf/lca\\_conclusions\\_.pdf](http://unfccc.int/files/meetings/ad_hoc_working_groups/lca/application/pdf/lca_conclusions_.pdf)>

<sup>2</sup> As footnote 1 above.



<b>Annually</b>		
8.	<u>Capacity-building under the Convention (SBI)</u> 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 (See FCCC/CP/2006/5/Add.1, decision 4/CP.12, paragraph 1 (a))	For 2010, deadline is 20 September
9.	<u>Capacity-building under the Kyoto Protocol (SBI)</u> 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 (See FCCC/KP/CMP/2006/10/Add.1, decision 6/CMP.2, paragraph 1 (a) and (b))	For 2010, deadline is 20 September