



Executive Secretary
Secrétaire exécutive

Bonn, 1 August 2011
CAS/PART/AWG/OCT/11
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NOTIFICATION
United Nations Climate Change Conference, Panama
1 to 7 October 2011

I wish to notify Parties and observer States to the United Nations Framework Convention on Climate Change and its Kyoto Protocol of the forthcoming sessions under the Convention and its Kyoto Protocol:

- The third part of the sixteenth session of the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol (AWG-KP 16); and
- The third part of the fourteenth session of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention (AWG-LCA 14).

The sessions will take place at the Centro de Convenciones ATLAPA, Avenida 5 B Sur, Panama City, Panama, from Saturday, 1 October to Friday, 7 October 2011.

The adopted agendas are available on the UNFCCC website at:

<http://unfccc.int/documentation/documents/document_lists/items/2960.php>.

It would be appreciated if the names, titles and addresses (including telephone, fax and e-mail) of the representatives for the sessions could be communicated to the secretariat **not later than Friday, 9 September 2011**, at the following address:

Climate Change Secretariat
P.O. Box 260 124
53153 Bonn, Germany
Fax: +49 229 815 1855
E-mail: <sessions@unfccc.int>. (Please use this address for all matters concerning nominations)

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



Two annexes are attached to this notification. Annex I contains information on the preparatory meetings of the least developed countries, small island developing States, the African Group and the Group of 77 and China. Annex II contains information for participants.

Additional information will be posted soon on the UNFCCC website <www.unfccc.int>.

Yours sincerely,

(Signed by)

Christiana Figueres



Annex I

List of preparatory meetings

Least developed countries (LDCs)	25 - 26 September 2011	Sheraton Panama Hotel & Convention Center Via Israel y Calle 77 San Francisco Panama City
Small island developing States (SIDS)	27 - 28 September 2011	Sheraton Panama Hotel & Convention Center Via Israel y Calle 77 San Francisco Panama City
African Group	27 - 28 September 2011	Sheraton Panama Hotel & Convention Center Via Israel y Calle 77 San Francisco Panama City
Group of 77 and China	29 - 30 September 2011	Sheraton Panama Hotel & Convention Center Via Israel y Calle 77 San Francisco Panama City



Annex II

Information for participants

Essential documents	Please consult the UNFCCC website < http://maindb.unfccc.int/library > for all available documents.
Funding	<i>A separate communication will be sent to eligible Parties.</i>
Visas	<p>All foreign delegates entering Panama must have a valid passport. Participants requiring a visa for Panama, or a transit visa, are strongly encouraged to contact the appropriate consular authorities as soon as the notification is received. To facilitate the issuance of a visa, a copy of this notification should be attached to the visa request.</p> <p>Please note that persons who are residents of the United States of America, Canada, the United Kingdom of Great Britain and Northern Ireland and Schengen countries, do not need a visa to enter Panama. Additionally, persons who have received a valid visa from one of the above-mentioned countries, and have used the said visa at least once, also do not require a visa for Panama.</p> <p>For more information, please visit the website of the Ministry of Foreign Affairs: <http://www.atp.gob.pa/index.php?option=com_content&view=article&id=53&Itemid=69></p> <p><i>A separate communication containing further information for participants regarding visa requirements will be sent in due course.</i></p>
Hotels	<i>A separate communication containing further information for participants regarding hotel arrangements will be sent in due course.</i>
Registration	<p>Thursday, 29 September to Friday, 30 September 2011, from 9.00 a.m. to 6.00 p.m. Saturday 1 October, until Thursday, 6 October, from 8.00 a.m. to 7.00 p.m. Friday, 7 October, from 8.00 a.m. to 6.00 p.m.</p> <p>Early registration on Thursday, 29 September to Friday, 30 September 2011 is highly recommended to avoid delays on the first day of the sessions.</p> <p>Double registration for the session is not permitted (i.e. observer organization representative and Party or State representative and/or press/media representative).</p>
Side Events and Exhibits	<p>Organizers, speakers and participants at side events and exhibits must be nominated by the nomination deadline as representatives of Parties or admitted observer organizations for the sessions, in order to gain access to the premises.</p> <p>Exhibit organizers who are issued a photo badge will be granted access to the Centro de Convenciones ATLAPA as of Friday, 30 September 2011, from 1.00 p.m. to 6.00 p.m.</p>
Badges	Badges are essential in order for participants to gain access to the premises. They are issued only on the basis of a letter of nomination from Parties, observer States or observer organizations. For security reasons, all participants are requested to wear their badges at all times.
