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Direct line: +49 228 815-1002

NOTIFICATION

Thirteenth meeting of the Adaptation Committee Bonn, Germany 27 February-2 March 2018

Pursuant to decisions 1/CP.16 and 2/CP.17, I am pleased to notify constituencies of admitted non-governmental organizations (NGOs) that the thirteenth meeting of the Adaptation Committee will take place at the United Nations Campus in Bonn, Germany, from 27 February–2 March 2018.

In accordance with the modalities and procedures adopted by decision 2/CP.17, the meeting of the Adaptation Committee will be open to admitted observer organizations, except where otherwise decided by the Adaptation Committee. Given space limitations, participation will be limited to two representatives for each of the nine constituencies.

Representatives from NGOs nominated by the Constituency Focal Point must register for the meeting using the Observer Registration Form for NGOs, which is sent to Constituency Focal Points.

The deadline for registration as an observer is **Tuesday, 9 January 2018**. 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 registrations received after this deadline.

Further details on the meeting, as well as the provisional agenda, are being finalized and will soon be made available on the UNFCCC website (<unfccc.int/10531>).

Additional information for observers is contained in the annex.

Yours sincerely,

(signed by)

Youssef Nassef
Director
Adaptation Programme

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



Annex

IMPORTANT INFORMATION FOR OBSERVERS

- This registration is **only valid** for the thirteenth meeting of the Adaptation Committee.
 - Please be advised that the **nominee is responsible** for making their own travel and accommodation arrangements.
 - Participants are **strongly advised** to obtain international travel and medical insurance to cover them from the time they depart for the meeting until the time they return.
 - The United Nations and the UNFCCC secretariat **disclaim** all responsibility for medical, accident and travel insurance, for compensation, death or disability, loss or damage to personal property and for any other costs or losses that may be incurred during travel time or the period of participation.
 - All foreign citizens entering Germany must have a valid passport. Participants requiring a **visa for Germany, or a transit visa**, are strongly encouraged to contact the appropriate consular authorities as soon as this notification is received.
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