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NOTIFICATION

Fourth meeting of the Adaptation Committee Nadi, Fiji 5–7 September 2013

Pursuant to decisions 1/CP.16 and 2/CP.17, I am pleased to notify constituencies of admitted non-governmental organizations that the fourth meeting of the Adaptation Committee will take place in Nadi, Fiji from 5 to 7 September 2013. The provisional agenda and other details of the meeting are being finalized and will soon be made available on the UNFCCC website at: <unfccc.int/6053.php>.

In accordance with the modalities and procedures adopted by decision 2/CP.17, the fourth meeting of the Adaptation Committee will be open to admitted observer organizations. Given space limitations, participation will be limited to representatives by constituency. Exact numbers of allocation will be communicated to Constituency Focal Points.

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. Once the Constituency Focal Points confirm the nomination(s), they should forward the registration form to the secretariat using the following email address:

<kluca@unfccc.int>

The deadline for registration as an observer is **09 August 2013**. 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. Information on the exact meeting venue will be communicated directly to registered observers.

Yours sincerely,

(signed by)

Youssef Nassef
Coordinator
Adaptation Programme

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