



Date: 29 April 2013
Reference: YN/XL/IL/kl
Direct line: +49 228 815-1416

NOTIFICATION

Second meeting of the Adaptation Committee Bonn, Germany 18–20 June 2013

Pursuant to decisions 1/CP.16 and 2/CP.17, I am pleased to notify Parties and observer States to the United Nations Framework Convention on Climate Change (UNFCCC) that the third meeting of the Adaptation Committee will take place at the United Nations Campus (also known as “Langer Eugen”), in Bonn, Germany, from 18–20 June 2013.

In accordance with the modalities and procedures adopted by decision 2/CP.17, the meeting of the Adaptation Committee will be open to observers, except where otherwise decided by the Adaptation Committee. Given space limitations, participation may have to be limited.

Interested Parties and observer States should contact Ms Katrin Lucas in order to register for the meeting. **E-mail address: klucas@unfccc.int or Fax number: +49 228 815 1999.**

The deadline for registration as an observer is **Friday, 24 May 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 received after this deadline.

Annex II contains information for participants.

Yours sincerely,

(Signed by)

Youssef Nassef
Coordinator
Adaptation Programme



Annex I

**Third meeting of the Adaptation Committee
Bonn, Germany, 18–20 June 2013**

OBSERVER REGISTRATION FORM FOR PARTIES AND OBSERVER STATES

1. Representative nominated by the National Focal Point

<i>Party:</i>	
<i>First and last name:</i>	
<i>Position/Title:</i>	
<i>Address (incl. city and post code):</i>	
<i>Country:</i>	
<i>Telephone/fax:</i>	
<i>E-mail address:</i>	
I herewith confirm that the above is correct and agree to conditions set out under 'Important information for observers'	
Signature of the nominee / Date:	

2. Confirmation of nomination by the National Focal Point

<i>Ministry:</i>	
<i>First and last name:</i>	
<i>Telephone/fax:</i>	
<i>E-mail address:</i>	
I herewith confirm that the above is nominated as an observer to the second meeting of the Adaptation Committee, and agree to the conditions set out under 'Important information for observers'.	
Signature of National Focal Point / Date: _____	

SUBMISSION OF REGISTRATION FORM

1. This form must be submitted by the National Focal Point.
2. The deadline for the submission of this form is: **24 May 2013.**
3. **E-mail address: klucas@unfccc.int; Fax Number: +49 228 815 1999.**



Annex II

IMPORTANT INFORMATION FOR OBSERVERS

- This registration is **only valid** for the third 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.
