



Date: 30 September 2015
Reference: CAS/PART/COP 21/SEPT.15
Page 1 of: 16

NOTIFICATION

United Nations Climate Change Conference COP 21/CMP 11, 30 November to 11 December 2015 Paris (Le Bourget), France

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

- Twenty-first session of the Conference of the Parties (COP 21), from Monday, 30 November to Friday, 11 December 2015;
- Eleventh session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP 11), from Monday, 30 November to Friday, 11 December 2015;
- Forty-third session of the Subsidiary Body for Scientific and Technological Advice (SBSTA 43) from Tuesday, 1 December to Friday, 4 December 2015;
- Forty-third session of the Subsidiary Body for Implementation (SBI 43) from Tuesday, 1 December to Friday, 4 December 2015;
- The Twelfth part of the second session of the Ad Hoc Working Group on the Durban Platform for Enhanced Action (ADP 2.12).¹

The sessions will take place in Paris (Parc des Expositions, Le Bourget, 93350 Le Bourget, France).

Distribution: To Parties and observer States through National Focal Points for climate change and diplomatic missions accredited to the Federal Republic of Germany and the French Republic.

¹ The secretariat will provide further information on the dates of ADP 2.12 after the conclusion of the ADP session scheduled to take place from 19 - 23 October 2015 in Bonn, Germany.



Four annexes are attached to this notification as follows:

Annex I contains the provisional agendas for COP 21, CMP 11, SBSTA 43 and SBI 43. The adopted agenda of the session of the ADP is available on the UNFCCC website at:

<http://unfccc.int/meetings/session/9056/php/view/agenda.php>

Annex II provides information on the preparatory meetings of the least developed countries, small island developing States, the African States and the Group of 77 and China.

Annex III provides information on credentials and Annex IV provides key information for participants as well as recommendations for reducing the carbon footprint of the Conference. All additional information concerning the sessions will be posted on the UNFCCC website < www.unfccc.int > in due course.

<p>A separate Information Note on High Level events, including the Leaders Event on 30 November 2015 and the respective protocol arrangements will be issued soon.</p>
--

The online registration system, which allows Parties to nominate individuals electronically and efficiently, to attend the sessions was opened on 11 June 2015. Registration online is the only official channel in which to nominate participants for the sessions. The secretariat is not in a position to receive nominations by any other method such as e-mail, letter or fax.

The user manual for the system is available at the following web address:

<[https://onlinereg.unfccc.int/onlinereg/public/UNFCCC ORS User Manual-Parties and Observer States.pdf](https://onlinereg.unfccc.int/onlinereg/public/UNFCCC_ORIS_User_Manual-Parties_and_Observer_States.pdf)>

The manual contains complete information and guidelines on how to obtain access to the system and its use. A help desk is available at the following e-mail address:

<onlinereg@unfccc.int>

Yours sincerely,

(Signed by Dan Bondi Ogolla for)

Christiana Figueres



Annex I

Provisional agendas

Provisional agenda for the twenty-first session of the Conference of the Parties

Paris, France

30 November – 11 December 2015

1. Opening of the session.
2. Organizational matters:
 - (a) Election of the President of the Conference of the Parties at its twenty-first session;
 - (b) Adoption of the rules of procedure;
 - (c) Adoption of the agenda;
 - (d) Election of officers other than the President;
 - (e) Admission of organizations as observers;
 - (f) Organization of work, including the sessions of the subsidiary bodies;
 - (g) Dates and venues of future sessions;
 - (h) Adoption of the report on credentials.
3. Reports of the subsidiary bodies:
 - (a) Report of the Subsidiary Body for Scientific and Technological Advice;¹
 - (b) Report of the Subsidiary Body for Implementation.²
4. Durban Platform for Enhanced Action (decision 1/CP.17):
 - (a) Report of the Ad Hoc Working Group on the Durban Platform for Enhanced Action;³
 - (b) Adoption of a protocol, another legal instrument or an agreed outcome with legal force under the Convention applicable to all Parties.
5. Consideration of proposals by Parties under Article 17 of the Convention.
6. Consideration of proposals by Parties for amendments to the Convention under Article 15:
 - (a) Proposal from the Russian Federation to amend Article 4, paragraph 2(f), of the Convention;
 - (b) Proposal from Papua New Guinea and Mexico to amend Articles 7 and 18 of the Convention.

¹ Annotations to the provisional agenda for the twenty-first session of the Conference of the Parties (COP) under this agenda sub-item will indicate recommendations for draft decisions and conclusions arising from the work of the Subsidiary Body for Scientific and Technological Advice in 2015 for consideration at COP 21.

² Annotations to the provisional agenda for COP 21 under this agenda sub-item will indicate recommendations for draft decisions and conclusions arising from the work of the Subsidiary Body for Implementation (SBI) in 2015 for consideration at COP 21.

³ Annotations to the provisional agenda for COP 21 under this agenda sub-item will reflect the status of work under the Ad Hoc Working Group on the Durban Platform for Enhanced Action.



7. Report of the Adaptation Committee.
8. Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts.
9. Development and transfer of technologies and implementation of the Technology Mechanism:
 - (a) Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network;
 - (b) Linkages between the Technology Mechanism and the Financial Mechanism of the Convention.
10. The 2013–2015 review.
11. Second review of the adequacy of Article 4, paragraph 2(a) and (b), of the Convention.⁴
12. Matters relating to finance:
 - (a) Long-term climate finance;
 - (b) Report of the Standing Committee on Finance;
 - (c) Report of the Green Climate Fund to the Conference of the Parties and guidance to the Green Climate Fund;
 - (d) Report of the Global Environment Facility to the Conference of the Parties and guidance to the Global Environment Facility.
13. Reporting from and review of Parties included in Annex I to the Convention.
14. Reporting from Parties not included in Annex I to the Convention.
15. Capacity-building under the Convention.
16. Implementation of Article 4, paragraphs 8 and 9, of the Convention:
 - (a) Implementation of the Buenos Aires programme of work on adaptation and response measures (decision 1/CP.10);
 - (b) Matters relating to the least developed countries.
17. Gender and climate change.
18. Other matters referred to the Conference of the Parties by the subsidiary bodies.
19. Administrative, financial and institutional matters:
 - (a) Audit report and financial statements for 2014;
 - (b) Budget performance for the biennium 2014–2015;

⁴ Parties may recall that at COP 4 it had “proved impossible to reach any agreed conclusions or decisions” on this matter (FCCC/CP/1998/16, para. 64). The agenda item was therefore included on the provisional agenda for COP 5 in accordance with rules 10(c) and 16 of the draft rules of procedure being applied. COP 5 could not reach a conclusion on this matter (FCCC/CP/1999/6, para. 18) and, following rules 10(c) and 16 of the draft rules of procedure being applied, the item was included on the provisional agendas for COP 6 to COP 12, with a footnote reflecting a proposal made by the Group of 77 and China to amend the wording of the item to read “Review of the adequacy of implementation of Article 4, paragraph [“paragraphs” in FCCC/CP/1999/6 (although “paragraph” is correct)] 2(a) and (b), of the Convention”. On a proposal by the President, and on the basis of the recommendation made by the SBI, it was decided at COP 14 to defer consideration of this item to COP 16 (FCCC/CP/2008/7, para. 10). Based on a proposal by the President, COP 16 deferred its consideration of this item, pursuant to rule 13 of the draft rules of procedure being applied, to COP 17. This item was held in abeyance at COP 17, 18, 19 and 20. In accordance with rule 16 of the draft rules of procedure being applied, it will be considered at COP 21.



- (c) Programme budget for the biennium 2016–2017;
 - (d) Decision-making in the UNFCCC process.
- 20. High-level segment:
 - (a) Statements by Parties;
 - (b) Statements by observer organizations.
- 21. Other matters.
- 22. Conclusion of the session:
 - (a) Adoption of the report of the Conference of the Parties on its twenty-first session;
 - (b) Closure of the session.



**Provisional agenda for the eleventh session of the Conference of the Parties
serving as the meeting of the Parties to the Kyoto Protocol**

**Paris, France
30 November – 11 December 2015**

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Election of replacement officers;
 - (c) Organization of work, including the sessions of the subsidiary bodies;
 - (d) Approval of the report on credentials;
 - (e) Status of ratification of the Doha Amendment to the Kyoto Protocol.
3. Reports of the subsidiary bodies:
 - (a) Report of the Subsidiary Body for Scientific and Technological Advice;¹
 - (b) Report of the Subsidiary Body for Implementation.²
4. Issues relating to the clean development mechanism.
5. Issues relating to joint implementation.
6. Report of the Compliance Committee.
7. Report of the Adaptation Fund Board.
8. Report on the high-level ministerial round table on increased ambition of Kyoto Protocol commitments.
9. Reporting from and review of Parties included in Annex I:³
 - (a) National communications;
 - (b) Annual compilation and accounting report for Annex B Parties under the Kyoto Protocol.
10. Clarification of the text in section G (Article 3, paragraph 7 ter) of the Doha Amendment to the Kyoto Protocol, in particular the information to be used to determine the “average annual emissions for the first three years of the preceding commitment period”.
11. Capacity-building under the Kyoto Protocol.
12. Matters relating to:
 - (a) Article 2, paragraph 3, of the Kyoto Protocol;
 - (b) Article 3, paragraph 14, of the Kyoto Protocol.

¹ Annotations to the provisional agenda for the eleventh session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) under this agenda sub-item indicate recommendations for draft decisions and conclusions arising from the work of the Subsidiary Body for Scientific and Technological Advice in 2015 for consideration at CMP 11.

² Annotations to the provisional agenda for CMP 11 under this agenda sub-item indicate recommendations for draft decisions and conclusions arising from the work of the Subsidiary Body for Implementation in 2015 for consideration at CMP 11.

³ The term “Party included in Annex I” is defined in Article 1, paragraph 7, of the Kyoto Protocol.



13. Other matters referred to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol by the subsidiary bodies.
14. Administrative, financial and institutional matters:
 - (a) Audit report and financial statements for 2014;
 - (b) Budget performance for the biennium 2014–2015;
 - (c) Programme budget for the biennium 2016–2017.
15. High-level segment:
 - (a) Statements by Parties;
 - (b) Statements by observer organizations.
16. Other matters.
17. Conclusion of the session:
 - (a) Adoption of the report of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol on its eleventh session;
 - (b) Closure of the session.



**Provisional agenda¹ for the
Subsidiary Body for Scientific and Technological Advice
Forty-third session**

**Paris, France
1 – 4 December 2015**

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Organization of the work of the session;
 - (c) Election of officers other than the Chair.
3. Nairobi work programme on impacts, vulnerability and adaptation to climate change.
4. Report of the Adaptation Committee.
5. Development and transfer of technologies and implementation of the Technology Mechanism: joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network.
6. Issues relating to agriculture.
7. Report of the Executive Committee of the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts.
8. Matters relating to science and review:
 - (a) Research and systematic observation;
 - (b) The 2013–2015 review.
9. Impact of the implementation of response measures:
 - (a) Forum and work programme;
 - (b) Matters relating to Article 2, paragraph 3, of the Kyoto Protocol.
10. Methodological issues under the Convention:
 - (a) Methodologies for the reporting of financial information by Parties included in Annex I to the Convention;
 - (b) Greenhouse gas data interface;
 - (c) Emissions from fuel used for international aviation and maritime transport.
11. Methodological issues under the Kyoto Protocol:
 - (a) Implications of the implementation of decisions 2/CMP.7 to 4/CMP.7 and 1/CMP.8 on the previous decisions on methodological issues related to the Kyoto Protocol, including those relating to Articles 5, 7 and 8 of the Kyoto Protocol;

¹ Reissued for technical reasons.



- (b) Accounting, reporting and review requirements for Parties included in Annex I² without quantified emission limitation and reduction commitments for the second commitment period;
 - (c) Clarification of the text in section G (Article 3, paragraph 7 ter) of the Doha Amendment to the Kyoto Protocol, in particular the information to be used to determine the “average annual emissions for the first three years of the preceding commitment period”;
 - (d) Land use, land-use change and forestry under Article 3, paragraphs 3 and 4, of the Kyoto Protocol and under the clean development mechanism.
12. Market and non-market mechanisms under the Convention:
- (a) Framework for various approaches;
 - (b) Non-market-based approaches;
 - (c) New market-based mechanism.
13. Reports on other activities:
- (a) Annual report on the technical review of information reported under the Convention related to biennial reports and national communications by Parties included in Annex I to the Convention;
 - (b) Annual report on the technical review of greenhouse gas inventories from Parties included in Annex I to the Convention;
 - (c) Annual report on the technical review of greenhouse gas inventories and other information reported by Parties included in Annex I³ under Article 7, paragraph 1, of the Kyoto Protocol;
 - (d) Report on the implementation of domestic action by Parties included in Annex I⁴ based on the information reported in their national communications.
14. Other matters.
15. Closure of and report on the session.

² To ensure consistency with the definition in Article 1, paragraph 7, of the Kyoto Protocol, the words “to the Convention” have been removed.

³ To ensure consistency with the definition in Article 1, paragraph 7, of the Kyoto Protocol, the words “to the Convention that are also Parties to the Kyoto Protocol” have been removed.

⁴ As footnote 4 above.



**Provisional agenda for the Subsidiary Body for Implementation
Forty-third session**

**Paris, France
1 – 4 December 2015**

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Organization of the work of the session;
 - (c) Multilateral assessment working group session under the international assessment and review process;
 - (d) Election of officers other than the Chair.
3. Reporting from and review of Parties included in Annex I to the Convention:
 - (a) Status of submission and review of sixth national communications and first biennial reports from Parties included in Annex I to the Convention;
 - (b) Outcome of the first round of the international assessment and review process (2014–2015);
 - (c) Revision of the “Guidelines for the preparation of national communications by Parties included in Annex I to the Convention, Part II: UNFCCC reporting guidelines on national communications”;
 - (d) Report on national greenhouse gas inventory data from Parties included in Annex I to the Convention for the period 1990–2013;
 - (e) Annual compilation and accounting report for Annex B Parties under the Kyoto Protocol for 2015.
4. Reporting from Parties not included in Annex I to the Convention:
 - (a) Information contained in national communications from Parties not included in Annex I to the Convention;¹
 - (b) Work of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention;
 - (c) Provision of financial and technical support;
 - (d) Summary reports on the technical analysis of biennial update reports from Parties not included in Annex I to the Convention.
5. Matters relating to the mechanisms under the Kyoto Protocol:
 - (a) Review of the modalities and procedures for the clean development mechanism;
 - (b) Review of the joint implementation guidelines;

¹ At the forty-second session of the Subsidiary Body for Implementation (SBI), there was no consensus to include this sub-item on the agenda. It was therefore held in abeyance. On a proposal by the Chair, the SBI decided to include this sub-item on the provisional agenda for SBI 43.



- (c) Modalities for expediting the continued issuance, transfer and acquisition of joint implementation emission reduction units;
 - (d) Report of the administrator of the international transaction log under the Kyoto Protocol.
- 6. Matters relating to the least developed countries.
- 7. National adaptation plans.
- 8. Report of the Adaptation Committee.
- 9. Report of the Executive Committee of the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts.
- 10. Development and transfer of technologies and implementation of the Technology Mechanism:
 - (a) Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network;
 - (b) Poznan strategic programme on technology transfer.
- 11. Capacity-building:
 - (a) Capacity-building under the Convention;
 - (b) Capacity-building under the Kyoto Protocol.
- 12. Impact of the implementation of response measures:
 - (a) Forum and work programme;
 - (b) Matters relating to Article 3, paragraph 14, of the Kyoto Protocol;
 - (c) Progress on the implementation of decision 1/CP.10.
- 13. The 2013–2015 review.
- 14. Gender and climate change.
- 15. Administrative, financial and institutional matters:
 - (a) Budget performance for the biennium 2014–2015;
 - (b) Audit report and financial statements for 2014.
- 16. Report on other activities: Summary report on the 3rd Dialogue on Article 6 of the Convention.
- 17. Other matters.
- 18. Closure of and report on the session.



Annex II

List of preparatory meetings

Least developed countries	23 to 24 November 2015	UNESCO Headquarters Entrance: 125 Avenue de Suffren 75007 Paris, France
Small island developing States	25 to 26 November 2015	
African States	25 to 26 November 2015	
Group of 77 and China	27 to 28 November 2015	

The secretariat would like to advise that for security reasons access to the UNESCO premises for the preparatory meetings will be granted only to participants confirmed in the on-line registration system. Consequently, the secretariat recommends that delegations be nominated and confirmed in the ORS as soon as possible and before the start of the meeting in order to avoid any problems that may limit participation in the preparatory meetings.



Annex III

Credentials of States Parties to the Convention and its Kyoto Protocol¹

In accordance with rule 19 of the Draft Rules of Procedure being applied, the credentials of representatives of Parties, as well as the names of alternate representatives and advisers, shall be submitted to the secretariat no later than 24 hours after the opening of COP 21. Any later change in the composition of the delegation shall also be communicated to the secretariat.

The credentials must be issued by the Head of State or Government or by the Minister of Foreign Affairs or, in the case of a regional economic integration organization, by a competent authority of that organization. They should indicate the date and place where the instrument was issued, be signed by the competent authority and indicate the title of the signatory. In the case of a person acting ad interim, as the Head of State or Government or as the Minister of Foreign Affairs, the title must indicate that the person is exercising such powers ad interim. In this respect, the secretariat will accept the following formulations: Acting President, Acting Prime Minister, Acting Minister of Foreign Affairs, President ad interim, Prime Minister ad interim and Minister of Foreign Affairs ad interim.

The secretariat wishes to remind Parties that, in accordance with decisions 17/CP.9 and 36/CMP.1, only one set of credentials is necessary to cover the participation of Parties to the Convention and Parties to the Kyoto Protocol in the COP at its twenty first session and the CMP at its eleventh session.

Original credentials, duly signed as indicated above, written in one of the six official languages of the United Nations², should be deposited during COP 21 with the External Relations counter, located beside the Information Desk in the Conference Center at the Paris Le Bourget site, in France. No other office or authority of the secretariat or of the Host Country is designated to receive credentials.

The receipt of the document will be acknowledged by the secretariat in writing on a copy of the original. Please provide a copy of the original document for that purpose. A list of valid credentials will be posted on the official site of the secretariat: < <http://unfccc.int>>. The secretariat strongly recommends to Parties to verify that their credentials have been listed on the official site of the secretariat. In accordance with rule 20 of the Draft Rules of Procedure being applied, the Bureau will examine the credentials and submit its report to the COP.

Information concerning the appointment of representatives participating in the sessions which is communicated by means of facsimile or e-mail or as letters or notes verbales from ministries, embassies, permanent missions to the United Nations or other participating government offices or authorities, or through local United Nations Offices, will not be considered as credentials.

¹ Reference is also made to the Information Note sent by the secretariat to Parties dated 22 May 2015 on “Requirements relating to the adoption by Parties of a protocol, another legal instrument or an agreed outcome with legal force under the Convention applicable to all Parties”, available at the following link: <http://unfccc.int/3153.php>.

² Credentials may be submitted in Arabic, Chinese, English, French, Russian or Spanish. To facilitate the examination of credentials, a courtesy translation in English would be appreciated if the credentials have been executed in another language.



Parties are reminded that at COP 21, the COP will consider the outcome of the work of the ADP, including a text for a protocol, another legal instrument or an agreed outcome with legal force under the Convention applicable to all Parties. Pursuant to decision 1/CP.20, paragraph 6, the ADP made available a negotiating text for a protocol, another legal instrument or an agreed outcome with legal force under the Convention applicable to all Parties (FCCC/ADP/2015/1), which has been communicated to Parties by the secretariat through a Note Verbale dated 19 March 2015, and which is available on the UNFCCC website at: <<http://unfccc.int/resource/docs/2015/adp2/eng/01.pdf>>.

Parties may wish to note that only those Parties that have submitted to the secretariat valid credentials will be entitled to participate in the adoption by the COP of the outcome of the ADP's work.

Parties may also wish to note that should the secretariat be requested to confirm the quorum for the COP to take decisions during the conference, the quorum will be determined on the basis of Parties that have submitted valid credentials. In accordance with rule 31 of the Draft Rules of Procedure being applied (FCCC/CP/1996/2), the presence of two thirds of the Parties to the Convention (i.e., 130 Parties) will be required for any decision to be taken.

Observer States to the Convention

States that are not Parties to the Convention are not required to provide their representatives with credentials.



Annex IV

Information for participants

Essential documents	<p>Please consult the UNFCCC website <http://maindb.unfccc.int/library> for all available essential documents.</p> <p>A preliminary overview of the sessional period is available on the UNFCCC website <www.unfccc.int>.</p>
Funding	<p><i>Please refer to the communication on funding sent to all eligible Parties on Monday, 14 September 2015.</i></p>
Visas	<p>All foreign delegates entering France must have a passport which is valid for at least 6 months. Participants requiring a visa for France, or a transit visa, are strongly encouraged to contact the appropriate consular authorities immediately upon receipt of this notification. To facilitate the issuance of a visa, a copy of the acknowledgement letter from the online registration system (ORS) should be attached to the visa request. For more information, please visit the following link on the host government's web page for the conference where information on the issuance of visas can be found:</p> <p><http://www.cop21.gouv.fr/en/practical-arrangements/coming-france>.</p>
Hotels	<p>Information on accommodation and hotels can be found on the host government's web page for the sessions at < http://www.cop21.gouv.fr/en/practical-arrangements/entertainment>.</p>
Nominations and registration online	<p>Online registration for Parties and observer States to nominate their representatives is currently open. Please confirm your delegation as soon as possible and prior to the sessions.</p>
Nominations and side events and exhibits	<p>Organizers, speakers, participants and technical staff for side events and exhibits must be nominated as representatives of Parties or admitted observer organizations for the sessions to ensure that they are granted access to the premises.</p> <p>There will be no official side events and exhibits on Sunday, 6 December 2015.</p>
Side events and exhibits	<p>The application period for side events and exhibits ended on 3 July 2015 at 5.00 p.m. CET. The number of side events applications exceeded by far the number of available slots. Therefore, further applications will not be considered at this stage. However, online waiting lists for both side events and exhibits are made available for late requests in case there are any cancellations. The waiting lists are available at the following link: https://seors.unfccc.int/seors?session_id=COP21</p> <p>Please see "Nominations and side events and exhibits" above.</p>
Registration	<ul style="list-style-type: none">• All formalities regarding registration, including issuance of badges to duly nominated participants to attend the sessions of the Convention and its Kyoto Protocol, are free of charge.• Upon arrival, you are requested to register at the Registration counter from Saturday, 21 November to Friday, 11 December 2015 during the opening hours indicated below.• The acknowledgement letter generated by the online registration system and a valid passport or a nationally approved identification card should be presented to registration staff.



Registration opening hours	<p>Saturday, 21 November until Friday, 27 November 2015, from 8.00 a.m. to 9.00 p.m.</p> <p>Saturday, 28 November until Friday, 11 December 2015, from 8.00 a.m. to 8.00 p.m.</p> <p>To avoid delays, if possible, it is highly recommended that you register as soon as possible and before Saturday, 28 November or Sunday, 29 November 2015.</p> <p>Please be aware that you can only register once for the sessions. Double registration is not permitted (i.e. as a State representative and an observer organization representative, or as an observer organization representative and a press/media representative).</p>
Badges	<p>It is essential that you have an official UNFCCC conference badge in order to gain access to the premises. These are issued only on the basis of confirmation in the online registration system. For security reasons, all participants are requested to wear their badges visibly at all times.</p>
Disclaimer	<p>Participants are strongly advised to obtain comprehensive international medical insurance for the period of participation. The United Nations and the Convention secretariat disclaim all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property and for any other costs or losses that may be incurred during travel or the period of participation.</p> <p>In the interest of the security and safety of all participants and the smooth running of the sessions, the Convention secretariat reserves the right to deny and/or restrict access to the conference premises, or to request registered participants to leave the premises. The Convention secretariat shall not be responsible for any or all expenses incurred by nominated participants who are requested to leave the premises, or refused registration or access to the sessions for which they have been nominated and/or registered as participants.</p>
Press briefings	<p>Parties and observer States wishing to hold press/media briefings during the forthcoming sessions should inform the secretariat in advance to what extent they intend to hold such briefings during the sessions. This will facilitate the provision of adequate logistical and technical arrangements. Requests should be addressed directly to the UNFCCC Press Office, email: <pressconf@unfccc.int>. More information on press conferences can be found at <http://unfccc.int/press/items/4862.php>.</p>
Sustainability	<p>Information on the actions being undertaken to reduce the carbon footprint of the conference and minimize wastage of resources is included in the Information Note dated 7 September 2015, sent to all Parties and observer States, diplomatic missions accredited to the Federal Republic of Germany and the French Republic, United Nations Secretariat units and bodies, specialized agencies and related organizations and intergovernmental organizations and non-governmental organizations admitted as observers by the Conference of the Parties.</p> <p>The Note can be found at the following link: <http://unfccc.int/parties_and_observers/notifications/items/3153.php></p>