



Bonn, 2 May 2005

INFORMATION NOTE

This message is being sent to Parties and Observer States to the Convention and its Protocol. It is addressed to their National Focal Points for Climate Change, with copies to their diplomatic missions accredited to the Federal Republic of Germany. For those Parties that have not yet identified National Focal Points, the message is being sent to their diplomatic missions accredited to the Federal Republic of Germany; for those Parties not accredited to the Federal Republic of Germany, it is being sent to permanent missions in New York or Ministries of Foreign Affairs, as appropriate. The communication is also being copied to the Permanent Missions to the United Nations in Geneva.

This is the second information note on the seminar of governmental experts which the Conference of the Parties at its tenth session requested the secretariat to convene (see the report of COP 10 in FCCC/CP/2004/10, page 39). The seminar will be held on Monday and Tuesday, 16 and 17 May 2005 at the Hotel Maritim in Bonn. The seminar will consist of four three-hour sessions from 10 am to 1 pm and from 3 pm to 6 pm each day. The Government of Germany will host a reception for all participants in the evening of Monday, 16 May.

The seminar will be co-chaired by H.E. Mr. Masaki Konishi, Ambassador for Global Environmental Affairs, Japan, and Mr. Chow Kok Kee, Director General, Malaysian Meteorological Service. They have been selected by the groups of Parties included and not included in Annex I to the Convention, respectively.

The aim of the seminar is to promote informal exchange of information on:

- Actions relating to mitigation and adaptation to assist Parties to continue to develop effective and appropriate responses to climate change; and
- Policies and measures adopted by their respective governments that support implementation of their existing commitments under the United Nations Framework Convention on Climate Change and the Kyoto Protocol.

The abstracts submitted indicate that most Parties intend to cover both aspects in their presentations. They will therefore be addressed in parallel.

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The seminar will begin with a short opening segment:

- Opening statement by Ms. Joke Waller-Hunter, UNFCCC Executive Secretary
- Host-country welcoming address by H.E. Mr. Jürgen Trittin, Federal Minister for the Environment, Nature Conservation and Nuclear Safety of Germany
- Statement by H.E. Mr. Ginés González García, President of COP 10.

The opening will be followed by presentations from Parties in segments of four presentations followed by question and answer periods facilitated by the co-chairs. Presentations will be strictly limited to seven minutes to enable the widest possible participation and discussion. To date, 24 Parties have expressed an intention to make a presentation at the seminar. Parties wishing to make presentations, which have not communicated their intent to the secretariat, are urged to do so without delay and no later than Friday, 6 May. Parties making presentations will be informed of their segment on Monday, 9 May. The sequence of presentations will be announced at the beginning of each session.

The presentation sessions will be followed by a session devoted to general discussion among participants. This discussion session will focus on the two themes referred to above and build on the input provided by the presentations.

A dedicated area has been set up on the UNFCCC web site for the seminar containing a list of Parties that have expressed an interest in making presentations at the seminar. It also contains abstracts of the presentations, if available, and supplemental material submitted by Parties.

The seminar is open to attendance by governments and observer organizations. No separate registration is needed for the seminar. Nominations to attend the twenty-second sessions of the subsidiary bodies will allow participants to attend this seminar as well.