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INFORMATION NOTE

Workshop to Support the Implementation of the Doha Work Programme on Article 6 of the Convention

27 May 2016
Bonn, Germany

By its decision 15/CP.18, the Conference of the Parties (COP) requested the secretariat to establish a network of national focal points for Article 6 of the Convention and facilitate a regular exchange of views, good practices and lessons learned through the organization of workshops.

I am pleased to inform the Constituency Focal Points, of the “Workshop to Support the Implementation of the Doha Work Programme on Article 6 of the Convention,” which will be held on 27 May 2016 at the UN Campus, Platz der Vereinten Nationen 1, 53113 Bonn Germany.

The workshop takes place immediately following the SB 44 sessions (16 to 26 May 2016) in order to take advantage of the presence of participants that may be already travelling to Bonn.

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 the Constituency Focal Points. Confirmation by the Constituency Focal Point is provided for in the form. The Observer Registration Form should be sent by the Constituency Focal Point to the secretariat using the following email address: cool@unfccc.int. Participation will be limited to two **representatives per constituency**.

The deadline for registration as an observer is **Monday, 9 May 2016**. 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

Distribution: To constituency focal points of non-governmental organizations admitted as observers by the Conference of the Parties.
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Information and all relevant documents regarding the workshop are being prepared and will be made available on the UNFCCC website at: <<http://unfccc.int/9471>>.

Kindly note that the secretariat is not responsible for making travel and accommodation arrangements for participants. Participants are also 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.

Participants requiring a **visa for Germany, or a transit visa**, are strongly encouraged to contact the appropriate consular authorities, if necessary, as soon as this information note is received. A copy of this note should be attached to the visa request form in order to facilitate issuance. Information on visa for Germany can be found at the following website:

<http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/Visabestimmungen_node.html>.

We look forward to receiving your confirmation.

Yours faithfully,

Signed by

Nick Nuttall
Coordinator
Communications and Outreach Programme