

Ms. Cecilia da Silva Bernardo  
Ms. Alessandra Sgobbi

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Reference: AK/SA/jho  
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Co-Chairs, Adaptation Committee

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Dear Ms. Bernardo,  
Dear Ms. Sgobbi,

On behalf of the Paris Committee on Capacity-building (PCCB), we are writing to inform you about three opportunities for collaboration and information sharing between UNFCCC constituted bodies and operating entities.

Firstly, we would like to advise you of the upcoming launch of the informal coordination group for capacity-building under the Convention and the Paris Agreement (ICG), whose purpose is to provide members (representatives of constituted bodies, operating entities and relevant processes under the Convention and Paris Agreement) with a conducive space for information-sharing, coordination and collaboration on climate-related capacity-building activities and initiatives. The launch is expected in early 2021 and the first ICG meeting is expected to take place in conjunction with the 5<sup>th</sup> PCCB Meeting (tentatively scheduled for May/June 2021). Further detailed communications on this will follow.

Secondly, in connection with the launch of the ICG, we invite you to nominate one or two representatives to engage with the work of the PCCB for 2021. Along with participation in the annual meeting, these focal points would become key members of the ICG, with the expectation that they would participate regularly in ICG meetings. The PCCB is in the process of nominating its focal points for each constituted body, who will each communicate with their corresponding body's PCCB focal points over the ICG launch once nominated.

Thirdly and finally, we would also like to invite representatives from the Adaptation Committee to join the PCCB's event during the Climate Dialogues '[Keeping momentum on capacity-building - the work of the Paris Committee on Capacity-building in 2020](#)'. As well as an overview of activities and progress in 2020, including PCCB Network highlights, the PCCB wish to use the occasion to engage with representatives from the Constituted Bodies, Party and non-Party stakeholders in a roundtable discussion on how, in the time leading to COP 26, to advance capacity-building efforts (under Article 11 of the Paris Agreement) through coherence and coordination in capacity-building efforts and the engagement of multiple stakeholders at different levels.

The event is scheduled for November 25, 8:00-9:30 AM CET, (a time encouraged by the SBI Chair as conducive to the engagement of stakeholders in the Pacific region). Registration is open until 11 November 2020. In addition, a webcast link of the event will be available to follow, if interested.

We very much hope you are available to participate in this event and look forward to receiving your response. Please do not hesitate to reach out to us in case of any questions.

Yours sincerely,



Ms. Marzena Chodor  
Co-Chair  
Paris Committee on Capacity-building



Ms. Yongxiang Chiang  
Co-Chair  
Paris Committee on Capacity-building