



NETWORK OF NATIONAL FOCAL POINTS TO THE UNITED NATIONS FRAMEWORK CONVENTION ON CLIMATE CHANGE

Pursuant to decisions taken by the Subsidiary Body for Implementation, the Subsidiary Body for Scientific and Technological Advice and the Conference of the Parties (Documents FCCC/SBI/1996/9), para. 29, FCCC/SBSTA/1996/8, para. 74 and decision 14/CP.2), the Convention secretariat has developed a network of National Focal Points for activities pertaining to the United Nations Framework Convention on Climate Change.

The large number of matters related to climate change and the increased number of national activities relevant to the Convention, call for a closer co-operation between the Convention secretariat and Parties and for improvement in their communications.

The main task to be carried out by the National Focal Point(s) were defined by the above-mentioned subsidiary bodies. The National Focal Point(s) should be able to:

- a) Receive copies of notification, documents, information regarding budgetary matters of the Convention secretariat and general data concerning the Convention, and distribute them to other concerned partners at the national level;

In addition, national focal point(s) could also perform the following functions:

- b) Liaise with the Convention secretariat on the preparation of national communication, in accordance with the pertinent provisions of the Convention and provide information regarding activities related to the Convention at the national level as well as the needs for financial and technical support to enable such activities;
- c) Accept, approve or endorse activities implemented jointly and report on them to the COP through the secretariat.

It would be appreciated if the Government, through its Ministry of Foreign Affairs, could identify the authority formally designated to act as the National Focal Point(s) for the functions as described in (a) above, indicating the name of the Ministry/institution, title, address, telephone, fax numbers and electronic address at the earliest opportunity. The Government could specify whether the focal point is also designated to perform the functions as described in (b) and (c) above.

A form is attached to facilitate the Government's reply. Please return to the Secretariat of the UNFCCC, e-mail: sessions@unfccc.int, at your earliest convenience. Queries concerning communication and liaison with the Parties may be addressed to Mr. Horacio Peluffo, Protocol and External Relations Officer, telephone (49-228) 815-1506, e-mail: [<hpeluffo@unfccc.int>](mailto:hpeluffo@unfccc.int)



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UNITED NATIONS FRAMEWORK CONVENTION ON CLIMATE CHANGE**

NAME OF THE PARTY:

a) Ministry/Institution:

- Address:

- Telephone:

- Fax:

- E-mail address:

- Web site (URL)

b) Title and name of the person responsible:

- Direct telephone:

- Direct fax:

- Direct address:

- Direct E-mail address:

**Should there be more than one focal point, the Government is kindly requested to copy this page.
Please return to the Secretariat of the UNFCCC·P.O. Box 260 124· D-53153 Bonn, Germany·
E-mail: secretariat@unfccc.int, at your earliest convenience**