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**MESSAGE TO PARTIES AND OBSERVER ORGANIZATIONS**

**United Nations Climate Change Conference 2022**

**Sharm El-Sheikh, Arab Republic of Egypt**

**Sharm El-Sheikh Climate Implementation Summit and  
the First Part of the High-Level Segment for  
Heads of State and Government**

**and**

**Provisional List of Speakers for the  
First Part of the High-Level Segment**

**Monday, 7 November, and Tuesday, 8 November 2022**



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# SHARM EL-SHEIKH CLIMATE IMPLEMENTATION SUMMIT

and

## FIRST PART OF THE HIGH-LEVEL SEGMENT

### I. Introduction

1. The formal opening plenary of the twenty-seventh session of the Conference of the Parties, the seventeenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and the fourth session of the Conference of the Parties serving as the meeting of the Paris Agreement (COP 27/CMP 17/CMA 4), also referred to as the United Nations Climate Change Conference 2022, in Sharm El-Sheikh, Arab Republic of Egypt (Egypt), will begin at **10:00** on Sunday, 6 November 2022, at the Sharm El-Sheikh International Convention Center.
2. The President of Egypt, His Excellency Mr. Abdel Fattah El-Sisi, has invited **Heads of State and Government** to participate in the **Sharm El-Sheikh Climate Implementation Summit (the Summit)**, on Monday, 7 November, and Tuesday, 8 November 2022, when the first part of the high-level segment for Heads of State and Government during the Conference will also take place.
3. The invitation to the Summit in Egypt signifies the importance for World Leaders to implement and transform key climate related decisions into concrete actions and credible plans, continue raising ambition, building up from previous Conference of the Parties, including the Glasgow COP 26 outcomes and keep the high level commitment on climate change issues, with an aim to fight back climate emergency and at promoting coordinated action to tackle climate change.
4. Following the formal opening of the Summit, led by the President of Egypt on 7 November, the programme of events for the participation of Heads of State and Government on 7 and 8 November will include the delivery of national statements, high-level round tables organized by the Government of Egypt and high-level side events organized by other World Leaders.
5. The high-level segment will be open to Parties and observer States, United Nations organizations, intergovernmental organizations and other observer organizations.

### II. Schedule of Events for the Sharm El-Sheikh Climate Implementation Summit

6. Heads of State and Government are expected to arrive in Sharm El-Sheikh on either Sunday evening or Monday morning.
7. The events on 7 November will be held according to the following schedule:

Until 11:45	Arrival of Heads of State and Government at conference venue (Blue Zone)
12:00	Family Photo
12:15 – 13:30	Opening ceremony (Blue Zone)

13:30 – 15:30	Three high-level round tables. The <a href="#">list of the high-level round tables</a> and additional information is included in page 6 of this message
14:00 –18:00	Events as follows: <ul style="list-style-type: none"> <li>• Formal opening of the high-level segment.</li> <li>• Delivery of national statements. During the Summit, Heads of State and Government will be invited to deliver national statements. This will form the first part of the high-level segment.</li> <li>• <a href="#">High-level side events</a>. Information on high-level side events is included in page 8 of this message.</li> </ul>
TBC	Reception for Heads of State and Government. The Government of the Arab Republic of Egypt will host a reception on the evening of 7 November immediately after the conclusion of all the day’s events. More information will be communicated later.

8. The events on 8 November will be held according to the following schedule:

08:00 – 11:00	Arrival of Heads of State and Government at the conference venue (Blue Zone)
09:00 – 11: 00	<a href="#">High-level side events</a>
10:30 – 12:30	Delivery of national statements.
12: 00 – 14:00	Three high-level round tables. The <a href="#">list of round tables</a> and additional information is included in page 6 of this message.
13:00 – end	Continuation of national statements
15:00 – 18:00	<a href="#">High-level side events</a>
18:00	End of the Sharm El-Sheikh Climate Implementation Summit

9. The opening of the Climate Action Hub will take place from 14:15 – 15:00 on 8 November.

### **III. Modalities for the Sharm El-Sheikh Climate Implementation Summit**

#### **Registration of Party Delegations**

10. All members of official Party delegations, including Heads of State and Government, should be registered through the [online registration system](#) (ORS).
11. National focal points are reminded to include the Head of State or Government and any accompanying officials in the online registration system in the corresponding national protocol to be included in the list of participants, as appropriate.

### **Access to the Leaders Lounge**

12. Access to the Leaders lounge will be limited to the Head of State or Government and entourage for a maximum of 5 persons (i.e. 1+3+ 1 national security officer).
13. Heads of State and Government will receive a lapel pin. Three accompanying delegates in the entourage will receive a Leaders Lounge badge that will allow entry into the Leaders Lounge with Head of State or Government.
14. The National Security Officer of the Leader will receive a National Security Officer Badge.
15. The Leaders Lounge badge provided to the three accompanying delegates of the Head of State and Government for access to the Leaders Lounge has no names and can be interchanged among the delegation.

### **Access to the Plenary Room and Seating Arrangements for the Opening of the Summit**

16. For the opening of the Summit in Plenary **Nefertiti** on 7 November, four seats per Party delegation, including the seat of the Head of State or Government, will be made available behind the nameplate of each Party for the opening ceremony.
17. Access to Plenary Nefertiti for the opening ceremony of the Summit will require a lapel pin for the Head of State or Government. For the delegates accompanying the Head of State or Government, a regular conference badge as well as a ticket for the opening of the Summit will be required.
18. United Nations organizations, intergovernmental organizations, and constituencies of non-governmental organizations will be able to attend the opening of the Summit.
19. Tickets for focal points of non-governmental organizations constituencies will be provided by the secretariat's observer relations teams.
20. Information on collection of tickets is included in section VII below.
21. Overflow rooms will also be available in Plenary **Ramses** for those persons who will not have a seat in the main plenary.
22. The opening of the Summit will also be webcast live.

### **Interpretation for the Opening of the Summit**

23. Interpretation in the six official languages of the United Nations (Arabic, Chinese, English, French, Russian and Spanish) will be provided.
24. Parties wishing to have interpretation in other languages can rent interpretation booths from the general contractor for the conference on a commercial basis.
25. Information on interpretation booth can be found on the official [COP27 website](#).

### **Liaison Officers**

26. Each Head of State and Government will be assigned a liaison officer by the Government of Egypt.
27. The liaison officer will serve as the key point of contact for the Head of State or Government and their entourage from arrival in Sharm El-Sheikh to departure.
28. The liaison officer will hand over to the delegation/entourage relevant access badges and tickets as outlined in section VII below.

### **IV. High-Level Round Tables**

29. [Six high-level round tables](#) will be held during the Summit. Access to the high-level round tables is by invitation only.
30. Round tables will be attended by Heads of State and Government, invited heads of United Nations Secretariat units and bodies, specialized agencies and related organizations and heads of intergovernmental organizations admitted as observers by the Conference of the Parties, as well as other specially invited guests.
31. Moderators will convene six high-level round tables under the following themes:  
Monday 7 November 2022 13:30 – 15:30 (all round tables are in parallel)
  - Just transition
  - Food security
  - Innovative finance for climate and development
32. Tuesday, 8 November 2022 12:00-14:00 (all round tables are in parallel)
  - Investing in the future of energy: Green hydrogen
  - Water security
  - Climate change and sustainability of vulnerable communities
33. All high-level round tables will be held in the Leaders lounge within the secured zone.
34. For Heads of State and Government access to the round tables will be limited to participant + 1.
35. Access to the round tables for invited heads of United Nations Secretariat units and bodies, specialized agencies and related organizations and heads of intergovernmental organizations admitted as observers by the Conference of the Parties, as well as other specially invited guests will be limited to the participant only, due to space constraints.
36. Invited participants have been informed of their participation in specific high-level round tables.

### **Interpretation during the high-level round tables**

37. Interpretation at the high-level round tables will be available in the following languages:
  - Arabic
  - English
  - French

38. Heads of State and Government wishing for interpretation in other languages than those indicated above must bring their own interpreters. The “whispering interpreter”, serving as the one accompanying delegate, will be able to sit behind the participant.
39. Access to the high-level round tables is by invitation only.

## V. High-Level Segment for Heads of State and Government

### National statements during the first part of the high-level segment (HLS) for Heads of State and Government

40. The official opening of the HLS will take place in Plenary **Nefertiti**
41. Four seats per Party delegation, including the seat of the Head of State or Government, will be made available behind the nameplate of each Party for the HLS.
42. United Nations organizations, intergovernmental organizations, and constituencies of non-governmental organizations will be able to attend the HLS.
43. Two seats per United Nations and intergovernmental organizations delegations will be made available behind the nameplate of each organization for the HLS.
44. Non-governmental organizations constituencies will have a seat behind the nameplate of each constituency.
45. Overflow rooms will also be available in Plenary Ramses for those persons who will not have a seat in the main Plenary.
46. No extra ticket will be required to access the Plenary during the delivery of national statements.
47. The high-level segment will also be webcast live.

### Statements during the High-Level Segment

48. The provisional list of speakers for Parties whose Head of State or Government will attend the Sharm El-Sheikh Climate Implementation Summit on 7 and 8 November and deliver a national statement or statement on behalf of UNFCCC negotiating group is included as Annex I.
49. For any further enquiries, please email [copprotocol@unfccc.int](mailto:copprotocol@unfccc.int).
50. Statements will be delivered in accordance with the time of inscription in the list of speakers and reflecting protocol order in accordance with the United Nations.
51. Statements delivered by Heads of State and Government on behalf of negotiating groups will be delivered on 7 November before national statements.
52. Parties are strongly encouraged to ensure their national statements do not exceed a maximum of **three minutes**.
53. Statements on behalf of negotiating groups should not exceed **five minutes**.
54. Hard copies of statements will not be circulated in the Plenary during the HLS. Full texts of the official statements will be posted on the UNFCCC website. To have statements posted on the UNFCCC website, Parties speaking at the high-level segment on 7 or 8 November are requested to send an electronic file containing the statement in advance to [copprotocol@unfccc.int](mailto:copprotocol@unfccc.int).
55. Those Parties who will require a teleprompter, please see instructions in Annex III.

56. Parties whose Head of State or Government will not physically be in Sharm El-Sheikh but who would still like to convey their national statement during the World Leaders Summit are able to submit a written statement which will be uploaded to the UNFCCC website on 8 November 2021.
57. Parties who would like to avail of this option should send their statements to the External Relations office at [copprotocol@unfccc.int](mailto:copprotocol@unfccc.int) no later than Saturday, 3 November 2022.
58. Please note that Parties who take up this option will not be able to deliver a national statement in the resumed high-level segment on 15 and 16 November 2022.

### **Interpretation for National Statement Delivery**

59. Interpretation in the six official languages of the United Nations (Arabic, Chinese, English, French, Russian and Spanish) will be provided.
60. Parties wishing to have interpretation in other languages can rent interpretation booths from the general contractor for the conference on a commercial basis.
61. Information on interpretation booth can be found on the official [COP27 website](#).
62. For information, please contact [copprotocol@unfccc.int](mailto:copprotocol@unfccc.int).
63. To ensure the quality of interpretation of national statements, an electronic copy of the statement should be provided to the Conference Officer at [Conference-Officer@unfccc.int](mailto:Conference-Officer@unfccc.int) and copied to [copprotocol@unfccc.int](mailto:copprotocol@unfccc.int) as early as possible but at least 60 minutes prior to delivery of the statement.

## **VI. High-Level Side Events**

64. Fourteen high-level side events hosted by and with the participation of other Heads of State or Government will be held over the two days of the Summit.
65. Attendance to high-level side events is by invitation from the host(s) only. Invitees will be or have been contacted by the host(s) of the high-level side event(s).
66. Please note that the UNFCCC secretariat is not able to provide information on the modalities for the high-level side event.
67. Questions should be directed to the host(s).

## **VII. Collection of the Leaders Lounge Badges and Tickets for Access to the opening of the Summit**

68. Liaison Officers will be provided with an envelope to transfer to the delegation/entourage of their Head of State or Government. The envelope will contain:
  - The lapel pin for the Head of State or Government;
  - The three Leaders lounge badges to access the Leaders lounge for the Leader's entourage;
  - National Security Badge which allows access to all areas with the Leader
  - The tickets for access to the opening of the Summit;
69. As indicated in paragraph 16 above, the Leaders lounge badges and the tickets for the opening of the Summit have no names and can be interchanged among the delegation.



70. For delegations whose Head of State or Government is not attending the Summit, four tickets are guaranteed for access to the opening of the Summit.
71. Tickets for delegations whose Head of State or Government is not attending the Summit will be distributed from the Information Desk at the conference venue from Thursday, 3 November 2022. The conference badge of the person collecting the tickets will be scanned to confirm receipt.
72. No extra ticket will be required to access the Plenary during the high-level segment and delivery of national statements.

## **VIII. Arrangements for Bilateral Meetings**

73. Limited bilateral meeting rooms are available in the Leaders lounge within the secure zone of the conference site to enable Heads of State and Government to meet bilaterally.
74. Owing to the limited number of these rooms, Parties are encouraged to make bookings as early as possible as their use is on a first-registered, first-served basis.
75. Heads of State and Government holding bilateral meetings with persons outside the Leaders lounge within the secure zone should provide the names of the persons to the secretariat in order for them to be met and escorted to and from the bilateral meeting room.
76. The bilateral meeting rooms are equipped with lounge furniture for a maximum of 10 persons and Wi-Fi will be available.
77. The UNFCCC secretariat is not in a position to make other arrangements (layout, additional furniture), including interpretation services for bilateral meetings.
78. Large media equipment is not allowed in the meeting room.
79. Media personnel are part of the 10 persons in the room.
80. The rooms should be left in the same condition as found.
81. Please note that food and drink are not allowed in any of the conference rooms on the premises, including the bilateral meeting rooms.

### **How to Book a Bilateral Meeting Room**

82. In order to reserve a bilateral meeting room, the relevant Parties should send an email, at least seven days in advance of the preferred meeting date, to [copprotocol@unfccc.int](mailto:copprotocol@unfccc.int) providing details of the meeting.
83. The bilateral meeting room request form, included as an annex to this message, should be completed and signed on behalf of each Party organizing each bilateral meeting. A separate booking form is required for each meeting.
84. Confirmation of the room booking will be provided by email as early as possible, but at the latest two days prior to the meeting. The preferred time of the meeting with first, second, and third choice options should be clearly indicated on the form. Should none of the requested times is available, the UNFCCC secretariat will contact the person indicated on the form.
85. Last-minute requests will be accommodated subject to availability of rooms.

86. To allow for a maximum number of bilateral meetings between participating Heads of State and Government during the high-level segment, the use of bilateral meeting rooms is limited to 30 minutes for each booking, which will be strictly implemented. The UNFCCC secretariat thanks Parties in advance for their cooperation.
87. Delegations requiring further information regarding requests for bilateral meeting rooms should email their questions or enquiries to [copprotocol@unfccc.int](mailto:copprotocol@unfccc.int).

## **IX. Security and Access Arrangements**

### **General Principle**

88. The United Nations Climate Change Conference is under the authority of the United Nations. Safety and security will be provided by the United Nations Department of Safety and Security (UNDSS) in collaboration with the Government of Egypt.

### **Arrivals to Sharm El-Sheikh**

89. Details on arrival and departure arrangements for Heads of State or Government to Sharm El-Sheikh should be communicated to the Government of Egypt through the respective diplomatic channels.

### **Security at the Sharm El-Sheikh Climate Implementation Summit**

90. A secure zone will be established for the safety and security of Heads of State and Government that will encompass all the premises associated with the event (e.g. Leaders Lounge, Plenaries, etc.). One unarmed national security officer will be authorized to escort their Head of State/Government in the blue zone.
91. Access to the secure zone and the lounge for Heads of State and Government will require special badges as discussed above.

### **Access to the Conference Site**

92. Vehicles transporting Heads of State and Government will have direct access via a dedicated gate to a special drop-off area.
93. All vehicles will need to comply with the security controls in place.
94. National security officers accompanying Heads of State and Government who require further information or have any questions regarding security, should contact UN VIP Security Coordinator Mr. Yves Nabet at [yves.nabet@un.org](mailto:yves.nabet@un.org), for issues within the UN Blue Zone and Egyptian\_Security coordinator\_Brigadier Gamal Mansour at [amn@op.gov.eg](mailto:amn@op.gov.eg) for issues regarding security arrangements in Egypt.
95. Each Party delegation, even if not represented by a Head of State or Government is eligible for two (2) vehicle decals, for vehicles other than those in the entourage of the Head of State or Government.
96. Each United Nations organization, agency, fund or programme is eligible for one (1) vehicle decal.

97. No formal communication is needed to receive a decal.
98. Decals may be collected by an accredited member of the delegation as of 09:00 on Friday, 4 November 2022 at the Lost and Found desk located in the support tent of conference venue.

## **X. Media Arrangements and Services**

99. Media representatives are required to submit their accreditation application online at <https://onlinereg.unfccc.int>. This is the only official channel for media registration and the UNFCCC secretariat will not accept applications for accreditation via any other channel. Details regarding accreditation requirements are available at <https://unfccc.int/about-us/press-and-media>.
100. Access to the Plenary during the Summit and delivery of national statements will be coordinated by UNFCCC Media department.
101. The State Information Service entity is the Egyptian authority that will approve the issuance of customs temporary release to the items used by foreign press and media during the conference.
102. All the media equipment that will be used in the conference like cameras, etc. need to be sent to the following email ([presscenter@COP27.EG](mailto:presscenter@COP27.EG)) in order to have the required temporary release issued for the equipment at Cairo and Sharm El Sheikh airports.

## **XI. United Nations Focal Points for Arrangements**

UNFCCC Protocol:	Luca Brusa Head, Protocol and External Relations  Grace Smith Protocol and External Relations Assistant <a href="mailto:copprotocol@unfccc.int">copprotocol@unfccc.int</a>
UNDSS Security:	Chief Kevin O Hanlon <a href="mailto:kevin.ohanlon@un.org">kevin.ohanlon@un.org</a>
VIP and Close Protection:	Yves Nabet <a href="mailto:yves.nabet@un.org">yves.nabet@un.org</a>
Medical, Fire and Safety:	Matthias Rimpfl <a href="mailto:matthias.rimpfl@un.org">matthias.rimpfl@un.org</a>
List of Speakers:	Grace Smith Mundiwana Dube <a href="mailto:copprotocol@unfccc.int">copprotocol@unfccc.int</a>
High level round tables	Sarah Agar <a href="mailto:copprotocol@unfccc.int">copprotocol@unfccc.int</a>
High level side events	Sarah Klinghammer <a href="mailto:copprotocol@unfccc.int">copprotocol@unfccc.int</a>
Bilateral meetings	Tanushree Sandhu Lin-Ly Chan <a href="mailto:copprotocol@unfccc.int">copprotocol@unfccc.int</a>
Media Liaison :	Alexander Saier <a href="mailto:asaier@unfccc.int">asaier@unfccc.int</a>

## **XII. Egypt Focal Points for Arrangements**

Protocol	<a href="mailto:Protocol@COP27.EG">Protocol@COP27.EG</a>
Security/Close Protection:	Brigadier Gamal Mansour <a href="mailto:amn@op.gov.eg">amn@op.gov.eg</a>
Media:	<a href="mailto:presscenter@COP27.eg">presscenter@COP27.eg</a>
General logistical enquiries:	<a href="mailto:Protocol@COP27.EG">Protocol@COP27.EG</a>

## **Annex I**

### **Provisional List of speakers for the first part of the high-level segment for Heads of States and Government**

The first part of the high-level segment of COP 27/CMP 17/CMA 4 will be held from the afternoon of Monday, 7 and Tuesday, 8 November 2022 and will hear national statements from Heads of State and Government who have registered and confirmed their wish to deliver a national statement or statement on behalf of UNFCCC negotiating Groups.

Parties will have only one opportunity to deliver a national statement during the high-level segment. The list below is the provisional list of speakers who have been confirmed to deliver a national statement. Updated provisional lists will be published by periodically until midnight, 5 November 2022.

**7 November 2022**

**14:00 - 17:00**

His Highness Shaikh Mohamed Bin Zayed Bin Sultan Al Nahyan, President of the United Arab Emirates

His Excellency Mr. Denis Sassou Nguesso, President of Congo

His Majesty King Abdullah II ibn Al Hussein, King of the Hashemite Kingdom of Jordan

His Excellency Mr. Wavel John Charles Ramkalawan, President of Seychelles

His Excellency Mr. Klaus-Werner Iohannis, President of Romania

His Excellency Mr. Mohamed Cheikh El Ghazouani, President of Mauritania

His Excellency Mr. Umaro Sissoco Embaló, President of Guinea-Bissau

Her Excellency Ms. Samia Suluhu Hassan, President of United Republic of Tanzania

His Excellency Mr. Abdelmadjid Tebboune, President of Algeria

His Excellency Mr. Abdulatif M. Jamal Rashid, President of Iraq

Her Excellency Ms. Zuzana Caputova, President of Slovakia

His Excellency Mr. Faustin Archange Touadera, President of the Central African Republic

Her Excellency Ms. Iris Xiomara Castro Sarmiento, President of Honduras

His Excellency Mr. Filipe Jacinto Nyusi, President of Mozambique

His Excellency Mr. Taneti Maamau, President of Kiribati

His Excellency Mr. William K. Ruto, President of Kenya (*Speaking on behalf of the African Group of Negotiators*)

His Excellency Mr. Aleksandar Vucic, President of Serbia

His Excellency Mr. Egils Levits, President of Latvia

His Excellency Mr. Gustavo Francisco Petro Urrego, President of Colombia

His Excellency Mr. Hakainde Sammy Hichilema, President of Zambia

His Excellency Mr. Ismail Omar Guelleh, President of Djibouti

His Excellency Mr. Bazoum Mohamed, President of Niger  
His Excellency Mr. Ignazio Cassis, President of Switzerland  
His Excellency Mr. Ali Bongo Ondimba, President of Gabon  
His Excellency Mr. Milo Djukanovic, President of Montenegro  
His Majesty King Tupou VI, President of Tonga  
His Excellency Mr. Rashad Mohammed Ali Al-Alimi, President of Yemen  
His Excellency Mr. Surangel Samuel Whipps, President of Palau  
His Excellency Mr. Nicos Anastasiades, President of Cyprus  
His Excellency Mr. Borut Pahor, President of Slovenia  
His Excellency Mr. Mahmoud Abbas, President of the State of Palestine

**17:00 – 18:00**

Special High-Level segment for Vice-Presidents and Heads of Government

His Excellency Mr. Shaikh Meshal Ahmad Jaber Al Sabah, Vice President of Kuwait  
His Excellency Mr. Maruf Amin, Vice President of Indonesia  
His Excellency Mr. Tiemoko Meyliet Koné, Vice President of Côte d'Ivoire  
His Excellency Mr. Bharrat Jagdeo, Vice President of Guyana  
His Excellency Mr. Faisal Naseem, Vice President of Maldives  
His Excellency Mr. Badara A. Joof, Vice President of Gambia  
Her Excellency Ms. Esperaça Maria e Francisco da Costa, Vice President of Angola  
His Excellency Mr. Oluyemi Osinbajo, Vice President of Nigeria  
His Royal Highness Prince Mohammed bin Salman Al Saud, Prime Minister of Saudi Arabia  
His Excellency Mr. Olaf Scholz, Chancellor of the Federal Republic of Germany  
His Royal Highness Prince Salman Bin Hamad Al-Khalifa of the Kingdom of Bahrain  
His Excellency Mr. Pedro Sánchez Pérez-Castejón, President of the Government of Spain  
His Excellency Mr. Yair Lapid, Prime Minister of Israel  
His Excellency Mr. Ulf Kristersson, Prime Minister of Sweden  
Her Excellency Giorgia Meloni, Prime Minister of Italy  
His Excellency Mr. Alikhan Smailov Prime Minister of Kazakhstan  
Her Excellency Ms. Sanna Marin, Prime Minister of Finland

**8 November 2022**

**10:30 -12:30**

Continuation of National Statements

His Excellency Mr. Gaston Browne, Prime Minister of Antigua and Barbuda (*Speaking on behalf of the Alliance of Small Island States*)  
His Excellency Mr. Macky Sall, President of Senegal

His Excellency Mr. Alar Karis, President of Estonia  
His Excellency Mr. Andrzej Duda, President of Poland  
His Excellency Mr. Emmerson Dambudzo Mnangagwa, President of Zimbabwe  
His Excellency Mr. Felix Antoine Tshisekedi Tshilombo, President of Democratic Republic of the Congo  
His Excellency Mr. Mokgweetsi Eric Masisi, President of Botswana  
His Excellency Mr. Khurelsukh Ukhnaa, President of Mongolia  
His Excellency Mr. Ranil Wickremesinghe, President of Sri Lanka  
His Excellency Mr. Hage Geingob, President of Namibia  
His Excellency Mr. Evariste Ndayishimiye, President of Burundi  
His Excellency Mr. Emmanuel Macron, President of France  
His Excellency Mr. Assoumani Azali, President of Comoros  
His Excellency Mr. Rumen Georgiev Radev, President of Bulgaria  
His Excellency Mr. Mohamed Menfi, President of Libya  
His Excellency Mr. Lazarus McCarthy Chakwera, President of Malawi  
His Excellency Mr. Mahamat Idriss Deby, President of Chad  
His Excellency Mr. Alexander van der Bellen, President of Austria  
His Excellency Mr. David W. Panuelo, President of Federated States of Micronesia  
His Excellency Mr. Emomali Rahmon, President of Tajikistan  
His Excellency Mr. Nana Addo Dankwa Akufo-Addo, President of Ghana  
His Excellency Mr. Vahagn Khachaturyan, President of Armenia  
His Excellency Mr. Paul Kagame, President of Rwanda

**13:00 – end**

His Excellency Mr. Nicolás Maduro Moros, President of Bolivarian Republic of Venezuela  
His Excellency Mr. Gitanas Nausėda, President of Lithuania  
His Excellency Mr. Jose Maria Neves, President of Cabo Verde  
His Excellency Mr. Essozimna Gnassingbe, President of Togo  
His Excellency Mr. George Manneh Weah, President of Liberia  
His Excellency Mr. Chandrikapersad Santokhi, President of Suriname  
Her Excellency Ms. Ursula von der Leyen, President of the European Commission and  
His Excellency Mr. Charles Michel, President of the European Council  
His Excellency Mr. Matamela Cyril Ramaphosa, President of South Africa  
His Excellency Mr. Andry Nirina Rajoelina, President of Madagascar  
His Excellency Mr. Luis Alberto Arce Catacora, President of the Plurinational State of Bolivia  
His Excellency Mr. Abdalfthah Alburhan Abdalrhman, Head of The Transitional Sovereignty Council of the Republic of Sudan  
Her Excellency Ms. Mia Amor Mottley, Prime Minister of Barbados  
His Excellency Mr. Philip Davis, Prime Minister of Bahamas

His Excellency Mr. Kausea Natano, Prime Minister of Tuvalu  
His Excellency Mr. Dickon Mitchell, Prime Minister of Grenada  
His Excellency Mr. Robert Abela, Prime Minister of Malta  
His Excellency Mr. Mark Rutte, Prime Minister of Netherlands  
His Excellency Mr. Petr Fiala, Prime Minister of Czechia  
His Excellency Mr. Pietro Parolin, Secretary of State of the Holy See  
His Excellency Mr. Jonas Gahr Støre, Prime Minister of Norway  
His Excellency Mr. Alexander De Croo, Prime Minister of Belgium  
His Excellency Mr. Mark Brown, Prime Minister of the Cook Islands  
His Excellency Mr. Andrej Plenković, Prime Minister of Croatia  
His Excellency Mr. Mian Muhammad Shehbaz Sharif, Prime Minister of Pakistan  
His Excellency Mr. Kyriakos Mitsotakis, Prime Minister of Greece  
His Excellency Mr. Irakli Garibashvili, Prime Minister of Georgia  
His Excellency Mr. Cleopas Dlamini, Prime Minister of Eswatini  
His Excellency Mr. Mohamad Najib Mikati, Prime Minister of Lebanon  
His Excellency Mr. Xavier Bettel, Prime Minister of Luxembourg  
His Excellency Mr. Micheál Martin, Prime Minister of Ireland  
His Excellency Mr. Abiy Ahmed Ali, Prime Minister of Ethiopia  
His Excellency Mr. Pierre Dartout, Prime Minister of Monaco  
His Excellency Mr. António Costa, Prime Minister of Portugal  
His Excellency Mr. Xavier Espot Zamora, Prime Minister of Andorra  
Her Excellency Ms. Najla Bouden Ep Romdhan, Prime Minister of Tunisia  
His Excellency Mr. Edi Rama, Prime Minister of Albania  
Her Excellency Ms. Natalia Gavrilă, Prime Minister of the Republic of Moldova  
Her Excellency Ms. Mette Frederiksen, Prime Minister of Denmark  
His Excellency Mr. Saleh Kebzabo, Prime Minister of Chad





## Annex II

### Heads of State and Government Bilateral Meeting Room Booking Form COP 27/CMP 17/CMA 4

**United Nations Climate Change Conference 2022  
Sharm El-Sheikh, the Republic of Egypt  
Monday, 7 November, and Tuesday, 8 November 2022**

Parties whose Head of State or Government wish to have bilateral meetings on **Monday, 7 or Tuesday, 8 November 2022**, are requested to complete this form **electronically** and email it to the External Relations unit of the UNFCCC secretariat at [copprotocol@unfccc.int](mailto:copprotocol@unfccc.int). **Please note that illegible forms will be rejected.**

Requesting Party I		Participating Party II	
Party		Party	
Title of Head of State/Government		Title of Head of State/Government	
Name of Contact Person		Name of Contact Person	
Title		Title	
Ministry/Department		Ministry /Department	
Telephone		Telephone	
Email		Email	

Signature of the contact person  
Date \_\_\_\_\_

Signature of the contact person  
Date \_\_\_\_\_

Bilateral meeting room request details, 7 and 8 November 2022			
Please clearly indicate your preference below with first, second and third options			
Date	7 November	Time	8 November
Time			
		09:30 – 10:00	08:00 – 08:30
		10:10 – 10:40	08:40 – 09:10
		10:50 – 11:20	09:20 – 09:50
		11:30 – 12:00	10:00 – 10:30
			10:40 – 11:10
		16:00 – 16:30	11:20 – 11:50
		16:40 – 17:10	
		17:20 – 17:50	14:00 – 14:30
			14:40 – 15:10
			15:20 – 15:50
			16:00 – 16:30
			16:40 – 17:10
			17:20 – 17:50

## Annex III



### COP 27 - TELEPROMPTER GUIDELINES

#### File delivery and format

- The file has to be delivered in **Word format** (.doc or .docx)
- No other format is compatible with the prompter.
- By **e-mail**, files should be sent to: [telepromptercop27@gmail.com](mailto:telepromptercop27@gmail.com), [dmaryczuk@unfccc.int](mailto:dmaryczuk@unfccc.int), [copprotocol@unfccc.int](mailto:copprotocol@unfccc.int).  
*Please be precise in subject line: date of speech, country, title. name of speaker*

or

- via **USB** at the venue (please call UNFCCC contact below)
- **Please call** UNFCCC contact below prior to your email or USB delivery.

#### Time constrains

- A minimum of 60 minutes of preparation are required for each speech (*layout, font, space, breaks, etc....*)
- It is recommended that the script is delivered the night before for loading, especially if the file is not in Latin fonts.

#### Operator

- The operator speaks English only, for other languages, the applicant must provide their **own** operator.

#### Equipment

- The prompter is electrically adjusted, nevertheless, it is better to communicate the height of the guest prior to his/her arrival.

#### UNFCCC Contact

Dimitri Maryczuk: + 20 (0)1 03 058 8122  
Yann Michiels: + 20 (0)1 06 863 3944