

COP 30 Observer Engagement Briefing

Navigating the Process as an Observer

Q&A Summary

UNFCCC Process

1. What does SBI stand for?
 - Subsidiary Body for Implementation – one of the two permanent bodies supporting the Convention, alongside SBSTA (Subsidiary Body for Scientific and Technological Advice).
2. What are pre-sessional coordination meetings and can observers attend?
 - Pre-sessional meetings (3–9 November) are closed coordination sessions for Party negotiating groups (e.g., G77 & China, AOSIS) and are not open to observers or Secretariat staff.
3. What is the hierarchy of access to negotiation rooms, and who has priority when the room is full?
 - Access priority is as follows: (1) Party delegates, (2) Observers, (3) Party overflow. Nine seats—one for each NGO constituency—are reserved in every negotiation room to ensure observer representation even when rooms are full. If the room reaches capacity, additional overflow rooms with live streaming will be provided for major agenda items.
4. Where can we see which meetings observers have access to?
 - The *Daily Programme* and CCTV screens in the venue indicate whether meetings are open or closed. The same information appears on the virtual platform for online participants. Further information can be found [here](#).
5. Can observers engage with their own national delegations? Is there a protocol?
 - There is no formal protocol beyond adhering to the [Code of Conduct](#). Engagement is welcome but must respect delegates' time and space. Many Party delegations hold briefings or meetings with civil-society representatives; check whether your delegation plans such interactions.
6. Can observers attend negotiation meetings?
 - Yes, when meetings are open to observers. Access is subject to room capacity and follows the same priority: parties → observers → party overflow.
7. Will there be a list of Parties attending COP 30?
 - A provisional list of participants (*PLOP*) is published on Day 1–2 of the COP. The final list (*FLOP*) is issued shortly after the conference. Parties may register throughout the two weeks, so early lists are not complete.

Observer Engagement Opportunities

8. How can NGOs deliver statements?
 - Statements in plenaries or contact groups are delivered by constituency focal points. Individual NGOs can submit written statements to the [UNFCCC Submissions Portal](#).
9. How can observers engage during the Youth Forum?
 - The Action for Climate Empowerment (ACE) Team and the Presidency coordinate the Youth Forum. Details on registration and engagement opportunities will be shared through the Observer Relations Team once available.
10. What is the Meeting Room Assignment (MRA) system and when will it open?

- The MRA will open from 27 October to 8 November 2025. Information and booking guidance are available under Meeting Rooms in the [Information for Participants A–Z](#) section of the UNFCCC website.
- 11. Can observers participate in daily coordination meetings virtually?
 - Virtual participation may be possible for certain daily coordination meetings, depending on technical arrangements. Side event rooms used by constituencies are generally equipped for hybrid participation, and further information on virtual access will be communicated closer to the conference.
- 12. How can I find my NGO constituency focal point?
 - All contact details for constituency focal points are available on the UNFCCC website under [Admitted NGOs](#) and in the [Observer Handbook](#).
- 13. Will there be ticketing for negotiation sessions?
 - No. Because of the seat-reservation system and defined access hierarchy, a ticketing system will not be used for COP 30.
- 14. How early should observers arrive for negotiation meetings?
 - There is no set rule, but for popular agenda items it is advisable to arrive 20–30 minutes early to secure a seat and coordinate within your constituency.

Negotiations

- 15. What are Thematic Days and are they part of the negotiations?
 - Thematic Days are organized by the COP 30 Presidency to cluster events (side events, Global Climate Action, etc.) by theme. Negotiations follow their formal agenda independently. Further information can be found [here](#).
- 16. Can observers make statements or intervene in negotiations?
 - If time permits, NGO constituencies may deliver short statements in plenaries or contact groups that are open to observers. Coordination should be done within each constituency, and the request made to the UNFCCC secretariat staff in the room.
- 17. Are Party overflow badges equivalent to observer badges?
 - No. Party overflow badges allow access only when accompanying an official Party delegate. Observers have separate, clearly defined access rights.
- 18. Are additional streaming rooms provided when negotiation rooms are full?
 - Yes. Overflow rooms will be set up for high-demand agenda items with live video feeds.

Side Events

- 19. Are side events first-come, first-served?
 - Attendance is first-come, first-served as all rooms have limited seating capacity. Once rooms reach capacity, on-site staff will close entry. Participants can follow events virtually on the COP 30 virtual platform.
- 20. Can we change speakers or the programme for our side event?
 - Yes, up to 48 hours before the event. Contact the Side Events and Exhibits Team or send a message through SEORS. Updates appear automatically in the public schedule once processed. For further details, please consult the handbook for side event organizers, available [here](#).
- 21. What does 'run of show' mean?

- It describes the flow of a side event—order of speakers, videos, and transitions. Technicians use it to manage timing. A template is available in the Side Event Handbook. For further details, please consult the handbook for side event organizers, available [here](#).
22. Will technicians assist during side events? Can we show PowerPoint or video presentations?
- Yes. Each side-event room will have a technician. Presentations are allowed, but copyrighted content should be avoided. Organizers should arrive 15 minutes early to test equipment. For further details, please consult the handbook for side event organizers, available [here](#).
23. Are side events live-streamed?
- Side events will not be live-streamed live due to funding limitations but will be recorded and uploaded to the UNFCCC YouTube channel after the conference. For further details, please consult the handbook for side event organizers, available [here](#).
24. Where will exhibits be located?
- Exhibits will be located in Zone C of the Blue Zone. The Exhibit Handbook (updated 22 October) includes visuals and logistical guidance. Only lead organizers receive official communications; co-organizers should liaise with their lead focal point. For further details, please consult the handbook for exhibit organizers, available [here](#).
25. How are side events advertised?
- All approved side events and exhibits are listed publicly on the official side events scheduled in [SEORS](#) with titles, organizers, and timing for both in-person and virtual events. For further details, please consult the handbook for side event organizers, available [here](#).
26. When do side events and exhibits take place?
- Side events and exhibits run from 10 to 20 November, except Sunday 16 November, which is a rest day.
27. How can we apply for or modify a side event or exhibit?
- Applications are managed through SEORS (Side Events and Exhibits Online Registration System). If you wish to cancel or change your event, notify the Side Events and Exhibits Team via the SEORS communication log before the event.
28. Where will side events and exhibits take place?
- In Zone C of the Blue Zone (Hangar). Updated layout maps are included in the Side Event and Exhibit Handbooks available on the UNFCCC website. Exhibit organizer's handbook, available [here](#); side event organizer's handbook, available [here](#).
29. Will simultaneous interpretation be available for side events?
- Yes. Three side event rooms will include three interpretation booths each. Organizers may request interpreters or bring their own registered interpreters. For further details, please consult the handbook for side event organizers, available [here](#).
30. Will side events be streamed or recorded?
- All side events will be accessible to registered participants via the COP 30 virtual platform. They will be recorded and uploaded to the UN Climate Change YouTube channel after the conference. Due to limited resources, they will not be live-streamed on the official UNFCCC website nor on the UNFCCC youtube channel. For further details, please consult the handbook for side event organizers, available [here](#).
31. How can I attend a side event? Is registration needed?

- No separate registration is required. Entry is on a first-come, first-served basis until the room is full; participants can also join virtually through the COP 30 platform . For further details, please consult the handbook for side event organizers, available [here](#).
- 32. Will side event topics overlap with Presidency thematic days?
 - To avoid duplication, side events on themes identical to Presidency thematic days are scheduled on alternative dates. For further details, please consult the handbook for side event organizers, available [here](#).
- 33. What if my side event schedule is incorrect on SEORS?
 - Contact the Side Events and Exhibits Team through the SEORS communication log to correct your entry. An updated public schedule will be issued before COP 30. . For further details, please consult the handbook for side event organizers, available [here](#).
- 34. Will translation services be offered for attendees of side events?
 - Yes – for further details, please consult the handbook for side event organizers, available [here](#).
- 35. Can virtual speakers join side events?
 - Yes. Virtual panelists join through the COP 30 platform. For further details, please consult the handbook for side event organizers, available [here](#).
- 36. Can virtual participants attend side events?
 - Yes, if duly registered. For further details, please consult the handbook for side event organizers, available [here](#).
- 37. How do I find side events that need speakers?
 - The public SEORS [official COP 30 side event schedule](#) lists organizers’ contact information. You may reach out to events that align with your expertise to propose your participation.
- 38. What spreading or promotion techniques help attract an audience?
 - Announce your event early and share details through constituency channels, social media, and COP bulletins. A strong programme and timely communication remain the most effective tools.

Virtual Participation

- 39. Is virtual observer accreditation required to follow the live stream?
 - Yes. Access to the COP 30 Virtual Platform is limited to duly registered participants with either in-person or virtual badges.
- 40. Will side events or other sessions be available virtually?
 - Yes. Most side events will be recorded and available online after the conference; some will also be streamed on the COP 30 virtual platform.
- 41. Will virtual participants see the same agenda as in-person participants?
 - Yes. All participants access the same daily programme and documents through the UNFCCC and COP 30 websites and the virtual platform.
- 42. Can observers follow COP 30 negotiations and events virtually, and what will they have access to?
 - Yes. Negotiations that are open to observers will be streamed live on the virtual platform. Virtual observers will be able to follow open negotiation meetings—

including plenaries, contact groups, and informal consultations—as well as side events and observer briefings. Closed sessions will not be accessible online.

High-level Statements

43. When and where will intergovernmental organizations (IGOs) and NGO constituencies deliver high-level statements?
- Heads of IGOs and representatives of NGO constituencies will deliver statements during the resumed high-level segment, expected on 19 November 2025. Final scheduling will be communicated once confirmed.

Leader's Summit (6-7 November 2025)

44. Will the COP 30 visa cover attendance at the Leaders Summit? What if participants only plan to attend the Summit and not the COP itself?
- The secretariat remains in close communication with the COP 30 Presidency, as the organizer of the Leaders' Summit, and will share additional information as soon as it becomes available.
45. Where will the Leaders Summit take place, and how will accreditation work?
- The secretariat remains in close communication with the COP 30 Presidency, as the organizer of the Leaders' Summit, and will share additional information as soon as it becomes available.
46. What access rights will observers have during the Leaders Summit?
- The secretariat remains in close communication with the COP 30 Presidency, as the organizer of the Leaders' Summit, and will share additional information as soon as it becomes available.
47. Who can be contacted for further questions about the Leaders Summit?
- The secretariat remains in close communication with the COP 30 Presidency, as the organizer of the Leaders' Summit, and will share additional information as soon as it becomes available.
48. How can observers obtain accreditation or invitations for the Leaders Summit?
- The secretariat remains in close communication with the COP 30 Presidency, as the organizer of the Leaders' Summit, and will share additional information as soon as it becomes available.

Miscellaneous

49. What type of access do observers have to the Media Centre? Can we interact with journalists there?
- Observers are only permitted in the Media Centre upon invitation. Access is limited to registered media professionals and authorized guests. Direct interaction with journalists inside the Media Centre is not allowed unless specifically invited or cleared by the UNFCCC Communications Team.
50. How can organizations use the official COP 30 logo?
- Authorization is required from the COP 30 Presidency. Please contact the Presidency communication team through the official COP 30 website. For UNFCCC-branded materials, contact communications@unfccc.int.

51. Will there be interpretation or translation in all side-event rooms?
- Only three rooms will be equipped with simultaneous interpretation booths. Organizers in other rooms may request interpreters at their own cost. Further information can be found [here](#).
52. Will GranReserva be used again for meeting-room bookings?
- Yes. The system will be operational to display daily meeting schedules on venue screens and support room management.
53. What if GCA events conflict with Presidency thematic days?
- Scheduling conflicts are common given the large number of events. Participants may watch recordings later or coordinate coverage through colleagues. Priority-setting is advised.
54. What measures are in place to protect children and youth under the Code of Conduct?
- The youth constituency (YOUNGO), the Secretariat, the COP 30 Presidency, and UNDSS are coordinating to ensure safety and protection. Dedicated capacity-building and security briefings for youth participants will be held in collaboration with the Presidency's security team.