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NOTIFICATION

The 30th meeting of the Technology Executive Committee 1–3 April 2025

and

The joint session of the Technology Executive Committee and the Advisory Board of the Climate Technology Centre and Network 4 April 2025

Copenhagen, Denmark

Pursuant to the rules of procedure of the Technology Executive Committee, contained in [annex II to decision 4/CP.17](#), I am pleased to notify constituencies of admitted non-governmental organizations of the following meetings:

- The **30th meeting of the Technology Executive Committee**, to be held in Copenhagen, from 1 to 3 April 2025, from 9 a.m. to 5 p.m. (Central European Summer Time) each day;
- The **joint session of the Technology Executive Committee and the Advisory Board of the Climate Technology Centre and Network**, to be held in Copenhagen, on 4 April 2025, from 9 a.m. to 5 p.m. (Central European Summer Time).

The meetings will be open to admitted non-governmental organizations (NGOs) in accordance with the above-mentioned decision. In accordance with decision 23/CP.18 and with a view to informing more effective climate change policy that addresses the needs of women and men equally, the UNFCCC secretariat encourages the nomination of women participants.

Nominations for the NGO category should be communicated to the secretariat by Constituency Focal Points (CFPs). Representatives of admitted NGOs nominated by constituency focal points must register using the online registration form, which will be communicated to the nominated participants.

Distribution: To constituency focal points of non-governmental organizations admitted as observers by the Conference of the Parties.



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Kindly note, that owing to the limited capacity of the venue, two representatives per constituency will be permitted to participate in person. However, meetings will be webcast through the UNFCCC website. Constituency focal points are requested to submit their nomination list by 6 p.m. (Central European Time) on **Friday, 28 February 2025** at the latest via cool@unfccc.int.

In view of the need to confirm the arrangements for the meetings as early as possible, observer registrations for non-governmental organizations received after this deadline may not be processed.

Further details regarding the meetings will be communicated directly to the registered participants. Provisional agendas and other information will be made available at <http://unfccc.int/ttclean/tec/meetings.html>.

Yours sincerely,

(signed by)

Sophie De Coninck
Director
Means of Implementation division