



Date: 28 September 2020
Reference: DV/WT/AC/mw

NOTIFICATION

The 21st meeting of the Technology Executive Committee

17–20 November 2020

Pursuant to the rules of procedure of the Technology Executive Committee, as contained in annex II to decision 4/CP.17, I am pleased to notify constituencies of admitted non-governmental organizations (NGOs) that the 21st meeting of the Technology Executive Committee will take place from 17 to 20 November 2020. Owing to travel restrictions due to the COVID-19 pandemic, it will be held as a virtual meeting, taking place from 1 p.m. to 4 p.m. Central European Time each day.

The meeting will be open to admitted observer organizations in accordance with the above-mentioned decision. Observer nominations should be communicated to the secretariat by constituency focal points. Upon nomination, representatives must register via the observer registration form for NGOs, which can be obtained from their focal points.

Upon receiving the registration forms, the constituency focal points should confirm the nominations and forward the registration forms to the secretariat at cool@unfccc.int by no later than **Friday, 23 October 2020, 5 p.m. Central European Time.**

In view of the need to confirm the arrangements for the meeting as early as possible, observer registrations for NGOs received after this deadline may not be processed.

The provisional agenda and other documents for the meeting, as well as the link to the live event, will be made available at <http://unfccc.int/ttclear/tec/meetings.html>.

Yours sincerely,

(signed by)

Daniele Violetti
Director
Means of Implementation division

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