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## NOTIFICATION TO NON-GOVERNMENTAL ORGANIZATIONS

### Fourth meeting of the Board of the Fund for responding to Loss and Damage 2 – 5 December 2024

#### Manila, Philippines

I am pleased to notify constituencies of non-governmental organizations (NGOs) admitted as observers by the Conference of the Parties that the fourth meeting of the Board of the Fund for responding to Loss and Damage will take place from **2–5 December 2024**, at the Philippine International Convention Center in Manila, Philippines.

The meeting will be webcast and an overflow room will be made available for all in-person observers. Given the space constraints of the venue, the participation of admitted NGOs will be limited to representatives nominated by NGO constituency focal points. Each NGO constituency is invited to nominate **five** representatives for **in-person** attendance. Observer nominations should be submitted by the constituency focal points to the secretariat by sending the list of nominations, including email addresses, to [cool@unfccc.int](mailto:cool@unfccc.int). The registration link will be provided to the nominated representatives.

The deadline for registration as an observer to the meeting is **Monday, 4 November 2024**. The secretariat may not be able to process observer registrations received after this deadline.

Further details regarding the meeting will be made available on the [web page of the interim secretariat](#) once they become available.

Yours sincerely,

*Signed by*

Sophie De Coninck  
Director, Means of Implementation division

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