

General briefing on SB60 for admitted IGOs and NGOs



Agenda

1. Welcome & introduction
2. Arrangements for SB 60
3. Code of Conduct
4. Observer engagement opportunities during sessions
5. Q&A



- **SB60:** the sixtieth sessions of the Subsidiary Body for Scientific and Technological Advice and the Subsidiary Body for Implementation of the UNFCCC
- **Recording** is on and will be shared for those who cannot attend.
- **Q&A**
 - a) All participants will be **muted** throughout.
 - b) Chat is closed.
 - c) Please submit any **questions through slido.com**, event code **#2964176**



2. Arrangements for SB 60

- SB 60 will take place at the **World Conference Center (WCCB)** in Bonn, Germany.
- Information on how to reach the conference venue is available on the UNFCCC website:
<https://unfccc.int/about-us/contact-and-directions>
- In line with past practice, the venue will be open until 18:00, with a limited number of rooms available for meetings of regional groups and constituencies and other meetings until 22:00



2. Arrangements for SB 60



- **Accessibility:**
The venue is easily accessible for visitors with mobility difficulties and accessibility needs
- **Medical services:**
First aid room and emergency services available at the venue.



Registration

WCCB Registration desk open hours

- Friday, 31 May, to Sunday, 2 June: 08:30 – 17:30 hrs
Monday, 3 June, to Thursday, 13 June: 08:00 – 17:30 hrs
(except Sunday, 9 June – conference premises closed all day)
- Early registration before Monday, 3 June, is highly recommended to avoid delays on the first day of the conference.

Virtual participation

- Due to financial constraints no virtual platform to access UNFCCC meetings remotely.
- Virtual-only registration is therefore not available for SB 60.
- Plenary meetings will be streamed online and are accessible via a link provided on the UNFCCC meetings webpage: <https://unfccc.int/sb60>



Visa:

- All foreign delegates entering Germany must have a valid passport.
- Participants **requiring a visa** should contact the appropriate consular authorities asap as issuance visa for Schengen States may take up to two weeks. To facilitate the issuance of a visa, copy of the acknowledgment letter from the online registration system must be attached to application.
- **Participants are advised that obtaining a Schengen visa is contingent on the participant securing comprehensive insurance that covers their entire stay. If travelling more than once, it is recommended to obtain insurance that covers the period of all intended stays.**
- Additional information available on website of German Federal Foreign office: <https://www.auswaertiges-amt.de/en/visa-service/visabestimmungen-node>
remaining questions can be sent to: visas@unfccc.int



Catering:

- **Open hours:**
- Snack point on Rhine level (in the connecting tunnel): 07:30 – 18:00 hrs
- Warm lunch on Rhine level: 12:00 – 15:00 hrs
- Food and beverages are not permitted inside any of the meeting rooms. However, reception-style catering can be arranged in the Club Lounge. If you wish to order catering, please liaise directly with the catering company servicing the venue (information below), at least one week before the catering is needed.
- **Contact for catering requests:**
- Broich Premium Catering GmbH, an email address will be provided in due course in the Information for Participants.
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Accommodation

- Information on regional hotels and local public transportation. Further information on how to book a hotel in Bonn is available here: <https://www.bonn-region.de/events/unfccc-2024.html>
- Bookings via this page come with a free ticket for local public transport during the dates of SB 60.



2. Arrangements for SB 60

Information for Participants

All logistical information for participants can be accessed through the UNFCCC SB 60 website: <https://unfccc.int/sb60>

Additional information will also be available through the UN Climate Change app

UN Climate Change mobile app.

Key information on your mobile!



Get the UN Climate Change app

If you are physically participating in or virtually following the UN Climate Change Conference we encourage you to download the two official mobile apps on offer.

The UN Climate Change app is available in the Google (Android) and Apple (IOS) stores (smartphone or tablet) [slido.com](https://www.slido.com) | #2964176

3. Code of Conduct

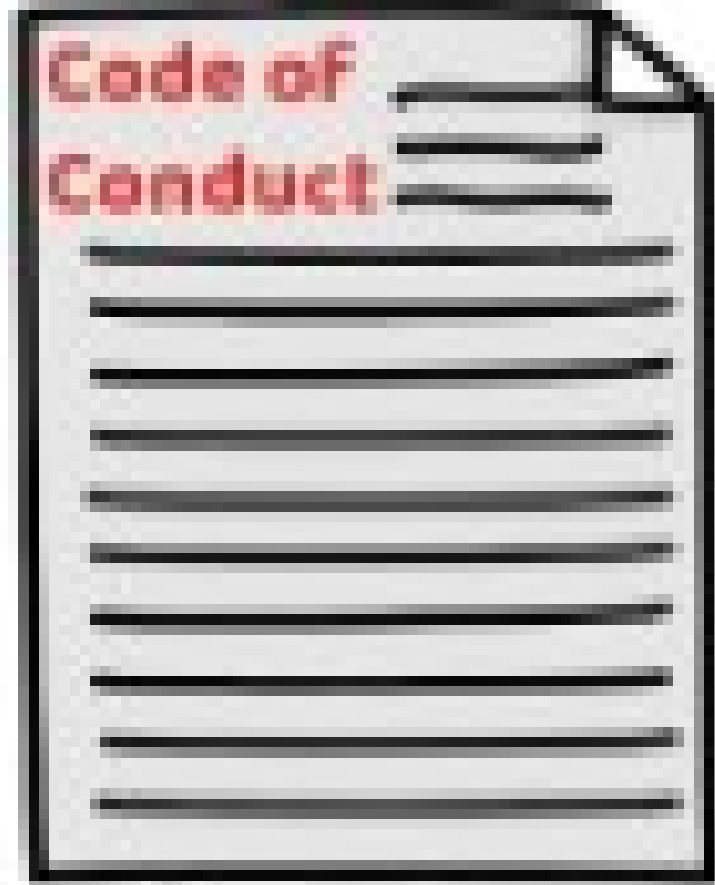
- The **Code of Conduct** was last revised in September 2023 and is available on the UNFCCC website, including training videos
- It is also available in the remaining 5 UN languages and applies to all UNFCCC meetings
- All SB participants must sign that they will abide by the Code at the time of registration as well as when they pick up their badges.
- If you witness or are a victim of an alleged Code of Conduct violations, please report the incident through:
 - The information desk
 - Contacting any UN DSS officer either directly or by calling the number which will be published in the Information for Participants
 - The dedicated UNFCCC e-mail address SpeakUp@UNFCCC.int, which is monitored by secretariat staff throughout the SBs.



FOR CONFERENCES, MEETINGS AND EVENTS



To Prevent
Harassment,
Including Sexual
Harassment,
At United Events



4. In-session engagement: Guidelines and materials about UNFCCC Sessions

Observer Handbook ([link](#))

- Information to prepare
- Code of conduct
- Engagement opportunities



Guidelines for participation ([link](#))

- Code of conduct for UNFCCC conferences meetings and events
 - Guidelines for NGO participation
 - Use of cameras and audio/video recording devices
 - UN security guidelines



4. In-session engagement: Modes of engagement

- **Follow negotiations**
- **Showcasing findings**, e.g. through side events, press conferences or advocacy actions
- **Townhalls** with high-level officials, such as SB Chairs and the UNFCCC Executive Secretary
- **Positions for bilaterals** and making formal **submissions** in response to calls for information and views by negotiating bodies



Source: UNFCCC secretariat



4. In-session engagement: Access to meetings

ACCESS TO OBSERVERS: Open Closed

Meeting type	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> /X	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
TIMELINE	OPENING PLENARY	CONTACT GROUPS (CG)	INFORMAL CONSULTATIONS	INFORMAL INFORMALS	CG CONCLUSIONS	CLOSING PLENARY
Documents to consult	PRE- SESSIONAL DOCUMENTS	DELIBERATIONS DRAFT TEXT	DRAFT TEXT	DRAFT TEXT	L DOCUMENT (STILL DRAFT)	ADOPTION OF L DOCUMENT

**Open meetings are limited by capacity,
Closed meetings can be opened if Parties decide
to do so during the sessions.**



4. In-session engagement: Meeting rooms and seating arrangements protocol

Implications of the Party-driven nature of the UNFCCC process in terms of meeting rooms:



If the room is full, Party representatives have the priority, and the secretariat consults the co-facilitators to try and arrange for some representation of observers. For example, this has been conducted through a ticketing process with NGO Constituencies.



When negotiations or Party meetings and NGO meetings are booked back-to-back, and the former runs over time, NGO meeting organizers are kindly requested to contact Meeting Room Assignment (MRA) counter and not disturb the negotiations or Party meetings directly. The MRA team will provide support.



In the event that the meeting room you have booked is required for urgent negotiation meetings at short notice, you may be provided with an alternative solution.

4. In-session engagement: Understanding the Context of Negotiations



Year-long inter-ministerial consultations to develop one national position (x 198 Parties)



Negotiators come to sessions with instructions from the national governments with little leeway to deviate



Contentious issues forwarded to the Ministerial consultations (at COPs).



Work in the capitals where the national positions are made.



Observers' intersessional work back home: votes, campaigns, grassroots works, work with local governments and municipal authorities, etc.

4. In-session engagement: Modes of engagement contd.

Ways to engage through **NGO Constituencies:**

- **Daily coordination meetings** of respective Constituencies
- **Joint constituency statements** in the plenaries

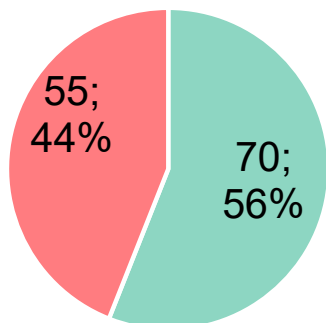


Side events

- SB 60 will feature ca. **90 side events**.
- Side events will be held in rooms **Bonn** and **Berlin**.
- The application period for SB 60 side events closed on **1 March 2024**.



SB 60 side events selection statistics



- Merged applications that can be confirmed
- Merged applications that have to be declined

[SB 60 Side Events schedule](#)

[How to attend SB 60 side events](#)

Is your organization involved in organizing a side event?

Check the [home page of SEORS](#) for the most up-to-date logistical information.

Advocacy Actions: Trust relationship

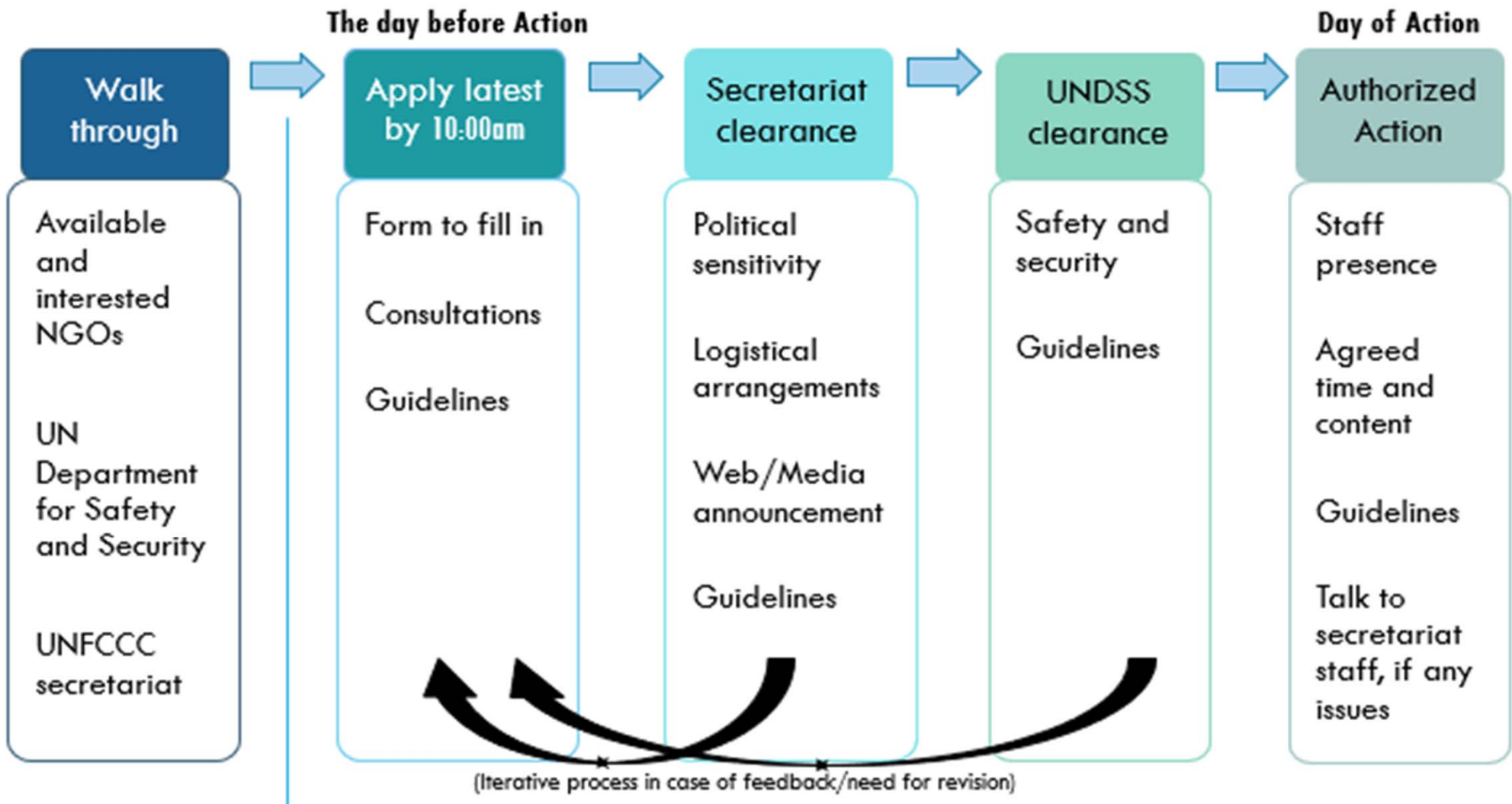


Source: UNFCCC secretariat

- UNDSS understands how UNFCCC facilitates advocacy actions despite being a UN venue
- Walk-through together with key advocacy NGOs to pre-determine the ‘action locations’
- Almost all requests were cleared or cleared with slight revision
- Close and fluid communication and consultations throughout the day and weeks
- Great trust relationship among NGO colleagues, the secretariat, and UNDSS colleagues

4. In-session engagement: Modes of engagement contd.

Clearance process for advocacy actions



SLIDO FOR QUESTIONS

Please submit all
questions via Slido:

slido.com

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