

SB 62 Briefing Session for Observers:

Navigating the UNFCCC Process as an Observer



1. Welcome and introduction
2. Observer engagement opportunities during SB 62
3. Q&A



Observer Handbook ([link](#))

- Information to prepare
- Code of conduct
- Engagement opportunities



Source: UNFCCC secretariat

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

A typical day at SB62 may look like this, but stay flexible! Use ongoing opportunities to maximize your engagement.



Ongoing engagement opportunities:



- **Side events:** attend side events based on your interests. For more information, [click here](#).
- **Advocacy actions:** organize or join authorized actions. For more information, [click here](#).
- **Bilateral meetings:** arrange meetings with Party delegates.
- **Townhalls and Briefings:** join dialogues with the UNFCCC Executive Secretary, SB Chairs, or COP President. Check Daily Programme and CCTV for timings.



Year-long interministerial consultations to develop one national position (x 198 Parties). SBs are one point of consult



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



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



Most of the work happens in the capitals, where the national positions are made.



Observers' intersessional work back home includes: advocacy, campaigns, grassroots efforts, and engagement with local governments and municipal authorities, etc.

Engaging at SB 62

Use your voice, network, and knowledge to shape the process.



Follow negotiations



Showcase work and findings via side events and advocacy actions



Meet with delegates



Develop position papers and make formal submissions



Attend Townhalls with the incoming COP President and the UNFCCC Executive Secretary



Hold press conferences



Source: UNFCCC secretariat



Source: UNFCCC secretariat

Engaging through constituencies

Stay connected, amplify your voice



Join daily constituency coordination meetings



Contribute to constituency joint statements



Nominate speakers



Source: UNFCCC secretariat



Source: UNFCCC secretariat

In-session engagement: Access to meetings

Meeting Type	Access	Notes	Documents to Consult
Plenary	O	Open to observers. NGO Constituency statements, time permitting.	Pre-sessional documents
Contact Groups (CG)	O/X	Usually open; can be closed by Parties.	Pre-sessional documents/ Deliberations/ Draft text
Informal Consultations (ICs)	O/X	Open if decided by Chair/Parties, often restricted. NGO Constituency statements "if time and Parties allow"	Deliberations/ Draft text
Informal Informals (Inf-Inf)	X	Not open to observers, used for drafting/small group negotiations.	Draft text
Contact Group Conclusions	O	Summarize outcomes of contact group discussions.	L Documents
Closing Plenary	O	Adoption of conclusions and final decisions.	Adoption of L documents

Access Protocol:

- Observers have **priority over Party overflow** (unless accompanied by a Party delegate).
- Meeting access is **capacity-limited** and may change during sessions.
- Closed meetings can be opened and open meetings can be closed **should Parties decide** to do so during the meetings.



Meeting Room Access:



Parties have priority for room access

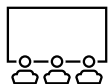


If a Party meeting runs over and delay yours, contact the MRA counter — do not interrupt



Rooms may be reassigned at short notice; alternatives will be provided by MRA team

Seating Arrangements:



Party representatives must sit at the table



Observers sit in back rows by default; **If allowed to speak**, use a free mic seat



Exceptions possible after all Parties are seated (based on co-facilitators & agenda)

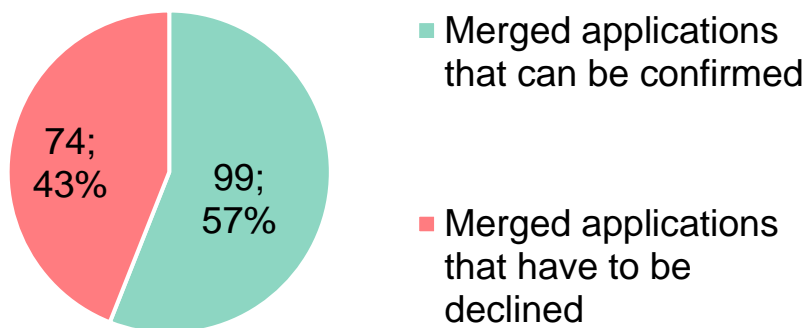


Side events

- SB 62 will feature **124 side events out of 572** applications.
- Side events will be held in rooms **Berlin, Bonn, and Kaminzimmer**.

The SBI recognized side events as **an essential part of the UNFCCC process** and an important tool for engaging observers in knowledge-sharing, networking and the exploring of actionable options for meeting the climate challenge.
(FCCC/SBI/2014/8, paragraph 224).

SB 62 side events selection statistics



[SB62 Side Events schedule](#)

[How to attend SB62 side events](#)

In-session engagement: Advocacy Actions



Observers may organize advocacy actions to **contribute meaningfully to the process**



Made possible by a **mutual trust and collaboration** between observers, the secretariat and UNDSS



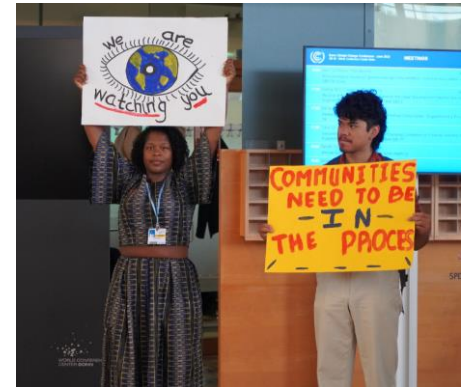
Though not usually allowed on UN premises, **advocacy actions are supported at UNFCCC** thanks to mutual trust and collaboration



Requires **adherence to the Code of Conduct and clearance process**



Further information can be found in the [Observers' Guide to Advocacy Actions](#)



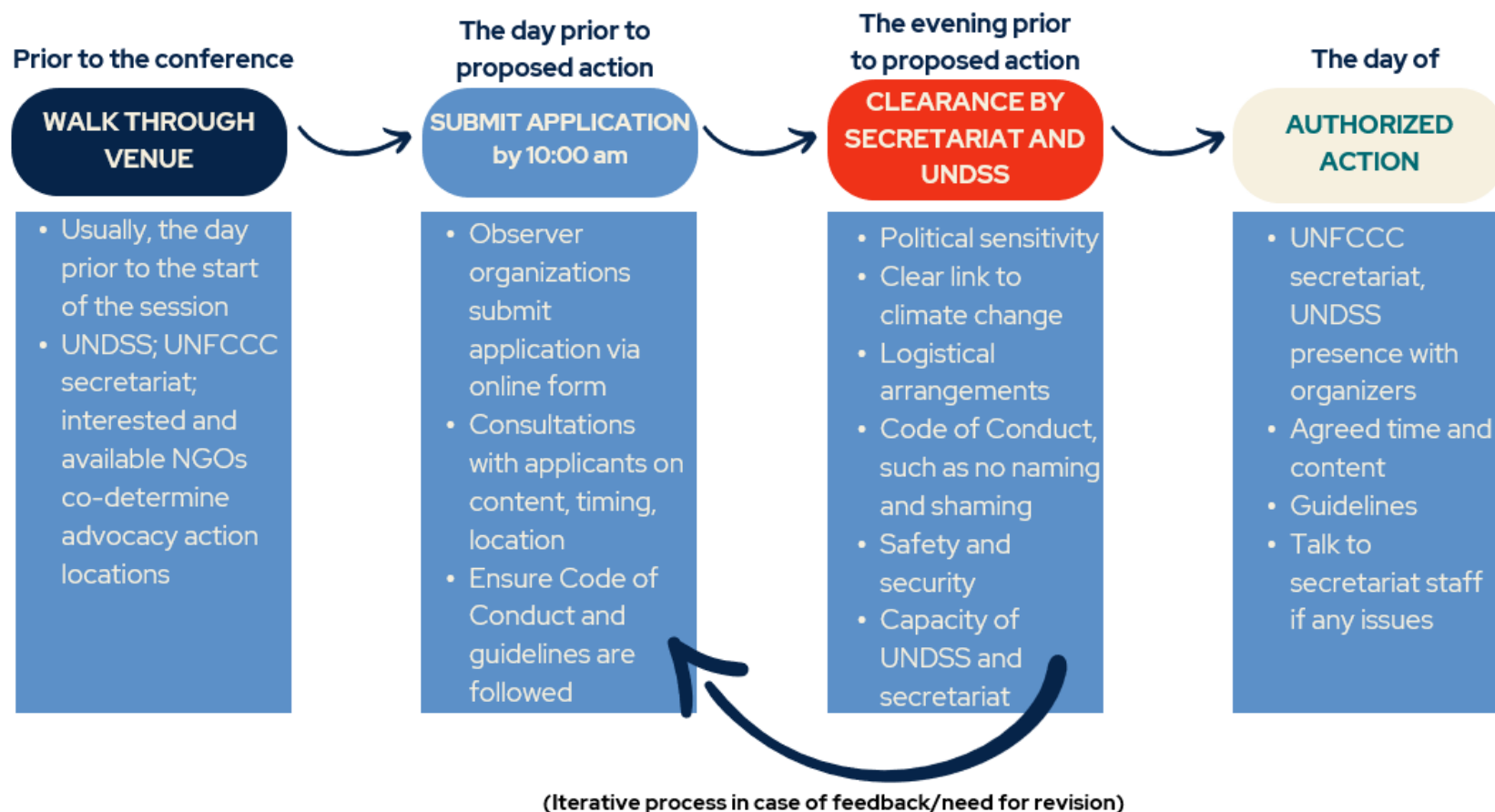
Source: UNFCCC secretariat



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The UNFCCC secretariat has established a clear and supportive clearance process to help you bring your message forward.



- [Code of Conduct for UNFCCC Events](#)
- [Observer Handbook for SB 62](#)
- [Information for SB 62 Participants](#)
- [Observers' Guide to Advocacy Actions](#)
- [Handbook for Side Event Organizers](#)



We wish you a productive SB 62!

For any questions, please reach out to
cool@unfccc.int.

