



Date: 26 August 2020  
Reference: OS/OK/FR/WAT/2020-21  
Budget

## INFORMATION NOTE TO PARTIES

### Official documents on administrative, financial and institutional matters published in July and August 2020

As indicated during the interactive virtual briefing sessions for Parties and observer States<sup>1</sup> that were held on 24 and 25 June 2020, and consistent with relevant UNFCCC decisions, I am pleased to update Parties and observer States on the status of mandated documents on administrative, financial and institutional matters published in July and August 2020.

The United Nations Climate Change secretariat has published the following documents on its web site:

1. 2019 secretariat activities, programme delivery highlights and financial performance. Annual report by the secretariat. Published on 21 August 2020 as document [FCCC/SBI/2020/4](#).
2. Financial report and audited financial statements for the year 2019 and report of the United Nations Board of Auditors. Note by the secretariat. Published on 13 August 2020 as document [FCCC/SBI/2020/INF.9](#).
3. Budgetary implications of UNFCCC mandates: standard costs. Note by the Executive Secretary. Published on 14 July 2020 as document [FCCC/SBI/2020/INF.3](#).
4. Efforts to further improve the efficiency and transparency of the UNFCCC budget process. Note by the secretariat. Published on 2 July 2020 as document [FCCC/SBI/2020/INF.2](#).

Yours sincerely,

*(Signed by)*

Ovais Sarmad  
Deputy Executive Secretary

**Distribution:** To Parties and observer States through their focal points for climate change and diplomatic missions accredited to the Federal Republic of Germany.

<sup>1</sup> Available at <https://unfccc.int/about-us/budget>.