



Date: 28 March 2022  
Reference: FSV/ICA/SBI/56  
Page 1 of: 5

## **MESSAGE TO PARTIES**

### **Facilitative sharing of views at SBI 56 in Bonn**

I wish to draw the attention of Parties to the Convention, the Kyoto Protocol and the Paris Agreement to the twelfth facilitative sharing of views (FSV) workshop under the international consultation and analysis (ICA) process for Parties not included in Annex I to the Convention (non-Annex I Parties), which will be convened during SBI 56 in Bonn, on 7 and 8 June 2022. The ICA process provides a unique opportunity to non-Annex I Parties to enhance their national capacity to prepare and report information on their actions to implement the Convention.

The modalities and guidelines for ICA, contained in decision 2/CP.17, paragraphs 56–62 and annex IV, serve as the basis for implementation of the ICA process, including the participating in the technical analysis of biennial update reports and in an FSV workshop under the SBI.

Implementing the ICA process will lay a foundation for the operationalization of the enhanced transparency framework under the Paris Agreement. The secretariat is committed to supporting Parties in the implementation of this process.

In accordance with the modalities and guidelines for ICA adopted by the Conference of the Parties, the SBI shall, at regular intervals, convene an FSV workshop, open to all Parties, for all non-Annex I Parties for which there is a biennial update report and a final summary report of the technical analysis. FSV workshops provide a unique opportunity for non-Annex I Parties to inform the international community of their needs and transparently showcase their climate action.

The final list of Parties that will be the focus of the twelfth FSV workshop is available in the annex and will soon be announced on the FSV [web page](#).

Parties will be able to submit written questions in advance of the workshop. Further details on the process and timeline for submitting such questions, operational details (including format and duration) and other organizational matters are provided in the annex.

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



Page 2

I hope that the information provided in this message and its annex will assist Parties in their preparation for, and participation in, the FSV workshop.

For substantive questions on FSV, please contact Sohail Pasha ([spasha@unfccc.int](mailto:spasha@unfccc.int)). For logistical issues, please contact Edith Ondieki ([eondieki@unfccc.int](mailto:eondieki@unfccc.int)).

Yours sincerely,

*(Signed by)*

Ovais Sarmad  
Deputy Executive Secretary



## Annex

### Operational details of the twelfth facilitative sharing of views workshop

#### I. Date

1. The twelfth facilitative sharing of views (FSV) workshop will be convened during the fifty-sixth session of the SBI, on 7 and 8 June 2022, in Bonn, Germany.

#### II. Parties

2. Parties that submitted a biennial update report and for which a summary report was finalized by 21 March 2022 will be the focus for the twelfth FSV workshop. Thus, the following 10 Parties will be presenting: **Andorra, Chile, Cuba, Egypt, Malaysia, Namibia, Panama, Singapore, Thailand and Zambia.**

#### III. Written questions in advance

3. As provided in decision 2/CP.1, annex IV, paragraph 6, Parties will be allowed to submit written questions in advance of the workshop using an online platform. The secretariat will be in contact with all Parties (via individuals nominated to use the FSV portal) to inform them of the steps for submitting such written questions in advance.

4. The timeline for submitting questions in advance is outlined in table 1. The working language for the question and answer process will be English and the questions should be raised within the scope of the international consultation and analysis (ICA) process.

Table 1

**Timeline for written questions**

<b>Timeline</b>	<b>Action</b>	<b>Note</b>
5 April to 4 May 2022	<b>Other interested Parties</b> may submit, through a <b>dedicated online portal</b> , questions to the Parties that are the focus of the twelfth FSV workshop, to be held at SBI 56.	Further communication will be shared with all Parties on the submission of questions.
5 May to 5 June 2022	Parties concerned may provide written responses to the questions received, through <b>the dedicated portal</b> .	Information on the FSV process is available <a href="#">here</a> .
7 and 8 June 2022	The twelfth FSV workshop will be held in person in Bonn.	The workshop will be broadcasted and the recording will be made available on the UNFCCC website.



#### IV. Format, duration and other organizational matters

5. The FSV will be conducted in person for each of the 10 Parties and in line with the procedures applied at previous FSV workshops. Table 2 shows the order Parties will take part in the FSV and the time allocated for each workshop. Please check the FSV web page<sup>1</sup> for an updated schedule of the event.

Table 2

**Schedule for the twelfth facilitative sharing of views workshop**

Date	Order	Party	Time (Central European Time)
Twelfth FSV workshop – part I Tuesday, 7 June 2022	Opening by the SBI Chair		11 a.m.–1.30 p.m.
	1	Andorra	
	2	Egypt	
	3	Malaysia	
	4	Singapore	
Twelfth FSV workshop – part II Tuesday, 7 June 2022	5	Chile	4–6 p.m.
	6	Cuba	
	7	Namibia	
	8	Panama	
Twelfth FSV workshop – part III Wednesday, 8 June 2022	9	Thailand	11 a.m.–12.30 p.m.
	10	Zambia	
	Closing of the workshop		

6. Each Party will be allocated 30 minutes, on average:
- Statement: 3 minutes per Party on average followed by a 10-minute pre-recorded presentation on the BUR;
  - Question and answer: 17 minutes per Party on average after each presentation.

In the event that the Party taking part in the FSV receives no or very few questions, the time allocated to that Party can be shortened. Upon completion of the question and answer session for one Party, the next Party will be invited to begin its presentation.

7. As per the established practice for in-person sessions, the FSV will be conducted in English and interpretation into other languages will not be provided.

8. Owing to time and space constraints in Bonn, Parties are asked to pre-record their presentations. These recordings will be made available by the secretariat on the FSV web page before the workshop. The secretariat will assist Parties in recording their presentations, if requested. In the pre-recorded presentations, Parties can showcase their climate action and share success stories, innovative approaches, and experience and lessons learned from participating in the ICA process.

<sup>1</sup> <https://unfccc.int/FSV>



9. On the basis of the anticipated nature of the audience and potential questions, it is expected that a representative with competencies in policy issues and a technical background will briefly speak on behalf of the Party taking part in the FSV to introduce their pre-recorded presentation, after which the presentation will be shown. One or more representatives are welcome to intervene on behalf of the Party during the workshop.

10. The secretariat will liaise with the Parties taking part in the FSV to provide detailed guidance on the organization of the workshop.

11. The SBI Chair will preside over the proceedings of the workshop. In the event that the SBI Chair is not available, the Vice-Chair or the Rapporteur of the SBI may preside over the workshop on behalf of the Chair.

12. The workshop will be open to Parties, Observer States and observer organizations on the basis of confirmed attendance (the secretariat will contact the focal points regarding ways to confirm attendance). As per decision 2/CP.17, annex IV, paragraph 7, the question and answer session will take place among Parties only.

13. A record of the FSV that includes a summary of the presentation by the Party and the proceedings will be prepared, under the guidance of the SBI Chair, for each Party taking part in the FSV.

**Questions regarding the FSV under the ICA process can be addressed to the secretariat at [ica@unfccc.int](mailto:ica@unfccc.int).**

**Questions regarding the FSV portal can be addressed to the secretariat at [FSVPortal@unfccc.int](mailto:FSVPortal@unfccc.int).**