



**United Nations**  
Climate Change Secretariat

Executive Secretary

**Nations Unies**  
Secrétariat sur les changements climatiques

Secrétaire exécutive

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## MESSAGE TO PARTIES AND OBSERVER STATES

### First Annual High-Level Ministerial Round Table on Just Transition

**3 December 2023**  
**Dubai, United Arab Emirates**

On behalf of the incoming COP 28, CMP 18 and CMA 5 Presidency, I am pleased to inform Parties and observer States to the Convention, the Kyoto Protocol and the Paris Agreement that the first annual high-level ministerial round table on just transition will take place on Sunday, 3 December 2023, from 15:00 to 18:00 (GMT +4), during COP 28.

CMA 4 decided to convene an annual high-level ministerial round table on just transition, beginning at CMA 5. While the ministerial roundtable is open to all Parties and observer States, owing to the limited capacity of the meeting room, access to Parties and observer States will be limited to one minister or deputy minister or head of delegation, plus one accompanying member of the delegation. The roundtable will be webcast.

Parties and observer States are requested to submit the names of nominated participants to [JTWP@unfccc.int](mailto:JTWP@unfccc.int) no later than Thursday, 29 November 2023.

The provisional programme and additional information on the round table will be made available on the [UNFCCC website](#) in due course. For any inquiries on the event, please contact the secretariat by email at [JTWP@unfccc.int](mailto:JTWP@unfccc.int).

The secretariat and the incoming COP 28 Presidency look forward to your participation in this event.

Yours sincerely,

(Signed by)

Simon Stiell

**Distribution:** To Parties and observer States to the United Nations Framework Convention on Climate Change through their national focal points and diplomatic missions accredited to the Federal Republic of Germany