



Date: 4 April 2025  
Reference: ADPT/MTP/UN/NAP  
consultations  
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## MESSAGE TO PARTIES AND OBSERVER STATES

### Consultation to present the updated NAP technical guidelines to Parties

Panama City, Panama  
23 May 2025

I am pleased to inform Parties and observer States to the Convention, the Kyoto Protocol and the Paris Agreement about the upcoming **Consultation to present the updated technical guidelines to Parties**, scheduled to take place on **23 May 2025** in **Panama City, Panama** during [Climate Week - 1 2025: Dialogues for Ambition and Implementation](#)<sup>1</sup>. The Climate Weeks will have a global focus.

The consultation will present the updated technical guidelines for National Adaptation Plans (NAPs), showcasing their alignment with the Global Goal on Adaptation (GGA), IPCC AR6 Working Group II findings, and the UNFCCC/Paris Agreement reporting mechanisms. The updated guidelines focus on accelerating NAP implementation, promoting innovative financing approaches, and enhancing countries' capacity to develop project proposals.

The Party Nomination for Climate Week 1 Mandated Events, which will allow for nomination of representatives to attend the **Consultation to present the updated technical guidelines to Parties** is now open. Given budget limitations, funding for participation in the consultation can only be provided for a limited number of eligible developing country Parties. Nominations for participants to be supported by the secretariat are being coordinated through regional groups. For self-funded participation, National Focal Points and Designated contact Points can find the nomination form for the consultation event here <https://indico.un.org/event/1016969/registrations/>. Details on using the portal and access code are included in the guidelines for using the INDICO platform, attached to this communication.

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

<sup>1</sup> More details can be found at <https://unfccc.int/documents/646151>



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Parties and observer States are advised that this form is the only official channel for nominating participants for this event. The secretariat is not in a position to process nominations submitted by any other method. Please note that **it is imperative that a correct and unique email address be provided for each nominated participant** for swift processing of nominations and initiating registration. Once a participant has been nominated for an event, they will receive an email with registration details via Indico UN. Logistical details related to travel and participation will be shared directly with registered participants.

For further updates, information on registration, logistical and technical information, please visit the Climate Weeks page<sup>2</sup> where a detailed agenda for forum will be made available. For any questions, please contact the secretariat at: [climate-week@unfccc.int](mailto:climate-week@unfccc.int).

Yours sincerely,

*(signed by)*

Youssef Nassef  
Director  
Adaptation division

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<sup>2</sup> More details can be found at <https://unfccc.int/topics/climate-weeks>