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MESSAGE TO PARTIES AND OBSERVER ORGANIZATIONS

Updated information regarding the United Nations Climate Change Conference COP 25/CMP 15/CMA 2

Further to the [message to Parties and Observer Organizations of 1 November 2019](#), I am pleased to share with you the attached Information Note which contains updated and new information regarding the United Nations Climate Change Conference (COP 25/CMP 15/CMA 2), which will be held in Madrid, Kingdom of Spain under the Government of Chile's incoming presidency, from 2 to 13 December 2019.

The UNFCCC secretariat is working unceasingly with the Governments of Chile and Spain to organize the conference as efficiently and expeditiously as possible in the time available. Every effort is being made to maintain the events and activities as planned.

As necessary, the secretariat will continue to communicate updated and new information as soon as it becomes available. Additionally, all information on the conference will be on the UNFCCC website at <https://unfccc.int/COP25>.

Yours faithfully,

(Signed by)

Patricia Espinosa

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.

To all intergovernmental organizations and non-governmental organizations admitted as observers by the Conference of the Parties.

To the members of the Marrakesh Partnership for Global Climate Action.



Annex I

Updated and new information regarding COP 25/CMP 15/CMA 2

1. Overview schedule for the conference, including pre-session consultations

The updated [overview schedule](#) can be found on the [COP 25 session website](#).

The pre-session period remains as planned (25 November – 1 December), with the preparatory meetings of regional groups from 25 November – 30 November.

Most of the pre-session and in-session events originally planned to be held in Santiago are already confirmed to be held in Madrid. If an event originally planned for Santiago cannot be held in Madrid, specific information will be communicated. Please note, that the event planned for Heads of State and Government on 1 December by the Government of Chile have been cancelled.

Information on the participation of Heads of State and Government at the opening of the conference on Monday 2 December will be provided in the coming days.

The overview schedule will continue to be updated with new information until the opening of the session, after which participants should consult the Daily Programme and CCTV.

2. Side events and exhibits at COP 25

The secretariat is currently assessing the venue layouts for the feasibility to deliver the full scope of side events as planned, based on the space and facilities available. We aim to deliver the full scope of side events and exhibits.

To support the process of allocation of side events at the new venue, the secretariat kindly requests that all applicants who submitted requests for organizing side events and exhibits at COP 25 confirm whether they would be able to hold their side event and/or exhibit considering the change of location of COP25. The list of selected side events and exhibits, along with presently wait listed list of side events and exhibits is available [here](#). At present all other applications received have been wait listed, however, we request all applicants, including the applications not listed above to please confirm if they would be able to conduct the event in Madrid.

Please note that the UN System and Specialized agency events are coordinated through our dedicated focal point and would be confirmed separately via email, hence they are not listed in the link above.

Applicants (Leads, in case of merged events) are kindly requested to provide confirmation that they intend to conduct their event via [SEORS](#) by **Wednesday 13 November 2019, 23:59 CET**. This will help the secretariat to accommodate the already submitted requests for side events more effectively before the publication of the final list of events.

Please note that, in order to help us proceed with the timely implementation of side events and exhibits in Madrid, applications that have not provided confirmation by the deadline will be placed on the wait list of applications for side events and exhibits.



3. Marrakesh Partnership events

The events under the Marrakech Partnership (MP) will take place as planned. The dates and time of the full MP programme developed by the High-Level Champions are available in the overview schedule [here](#). The detailed information on the individual events will be made available prior to the COP [here](#).

4. Climate Action Hub

The Action Hub provides a space to showcase and appraise climate action initiatives, displaying concrete climate action in a dynamic and innovative way. Its programme is currently being finalized and will be made available [here](#).

5. Updated information on accommodation, registration, visas, travel

Accommodation

The secretariat and the Government of Spain are working on a system to facilitate the booking of accommodation in Madrid. More information will be provided shortly.

Messages on gathering information related to pre-booked air travel and accommodation in Santiago were sent to National Focal Points of Parties and observer States and to Designated Contact Points of admitted observer organizations.

Registration

Registration for the conference continues to be managed through the [Online Registration System](#) (ORS) as usual. Please note however that in order to help NGOs organize their delegations, as a first step, all registration confirmations of NGOs have been cancelled in the ORS and NGOs are expected to reconfirm their delegates. Further information for NGOs is available [here](#).

Parties and observer States do not need to reconfirm their delegations. National Focal Points and Designated Contact Points have been informed accordingly.

Please also see the registration section on the [information for participants](#) web page for further details.

Visas

The secretariat of the UNFCCC and the Government of the Kingdom of Spain are working on procedures to facilitate the issuance of visas in order for participants to attend COP 25 in Madrid.

For visa applications, a new confirmation letter indicating the new location of the Conference is available in the “Online Registration Letter” within the [Online Registration System](#). Participants who have already registered can download the new confirmation letter and apply for a Schengen area visa accordingly.

All participants with a confirmation letter from the [Online Registration System](#) (ORS) can apply directly, without previous appointment at Spanish embassies and consulates.

The list of Spanish embassies and consulates and their contact details can be obtained at <http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/Paginas/EmbajadasConsulados.aspx>.



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The Government of Spain is aware of the concerns of participants who cannot easily reach a Spanish embassy or consulate and is dedicated to resolving these cases as soon as possible.

Please regularly consult the [information for participants](#) web page for any updates.