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NOTIFICATION

United Nations Climate Change Conference COP 24/ CMP 14/ CMA 1.3 Katowice, Poland 2–14 December 2018

Further to the information note dated 7 August 2018 informing Parties and observer States that the online registration system for the United Nations Climate Change Conference (COP 24/ CMP 14/ CMA 1.3) is open, I am pleased to notify Parties and observer States to the United Nations Framework Convention on Climate Change, the Kyoto Protocol and the Paris Agreement of the forthcoming sessions taking place in Katowice, Poland between 2 and 14 December 2018.

The first plenary meetings of the following bodies will take place on Sunday, 2 December 2018.

- Twenty-fourth session of the Conference of the Parties (COP 24),
- Fourteenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP 14);
- Third part of the first session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA 1.3);
- Forty-ninth session of the Subsidiary Body for Scientific and Technological Advice (SBSTA 49);
- Forty-ninth session of the Subsidiary Body for Implementation (SBI 49);
- The seventh part of the first session of the Ad Hoc Working Group on the Paris Agreement (APA 1.7).

The official opening ceremony will be held on Monday, 3 December 2018.

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 and diplomatic missions accredited to Poland.



The sessions will take place at Miedzynarodowe Centrum Kongresowe ([MCK International Congress Centre](http://www.mck-international.com)), plac Slawika I Antalla, 40-166, Katowice, Poland. A map of the area is available at <https://www.google.com/maps/@50.2653759,19.025012,17z>.

Four annexes are attached to this notification:

Annex I contains the provisional agendas for COP 24, CMP 14, SBSTA 49, and SBI 49 and the agendas for CMA 1.3 and APA 1.7 (the agendas for CMA 1.3 and APA 1.7 were adopted at the first part of those sessions).

Annex II provides information on the preparatory meetings of the least developed countries, small island developing States, the African Group and the Group of 77 and China.

Annex III provides information on credentials and annex IV provides key information for participants.

<p>A communication on high-level events, including the high-level segment for leaders on 3 December 2018 and the respective protocol arrangements will be issued in due course.</p>

The online registration system, which allows Parties to electronically and efficiently nominate individuals to attend the sessions was opened on 7 August 2018. Online registration is the only official channel for nominating participants for these sessions. The secretariat is not in a position to receive nominations sent by any other method such as e-mail or letter.

Additional information on the conference will be posted on the UNFCCC website at <https://unfccc.int/process-and-meetings/conferences/katowice-climate-change-conference-december-2018/katowice-climate-change-conference-december-2018> when available.

Yours sincerely,

(Signed by Martin Frick for)

Patricia Espinosa



Annex I

Provisional agendas

**Conference of the Parties
Twenty-fourth session**

Katowice, Poland, 2–14 December 2018

Draft provisional agenda

1. Opening of the session.
2. Organizational matters:
 - (a) Election of the President of the Conference of the Parties at its twenty-fourth session;
 - (b) Adoption of the rules of procedure;
 - (c) Adoption of the agenda;
 - (d) Election of officers other than the President;
 - (e) Admission of organizations as observers;
 - (f) Organization of work, including for the sessions of the subsidiary bodies;
 - (g) Dates and venues of future sessions;
 - (h) Adoption of the report on credentials.
3. Reports of the subsidiary bodies:
 - (a) Report of the Subsidiary Body for Scientific and Technological Advice;
 - (b) Report of the Subsidiary Body for Implementation;
 - (c) Report of the Ad Hoc Working Group on the Paris Agreement.
4. Preparations for the implementation of the Paris Agreement and the first session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement.
5. Consideration of proposals by Parties for amendments to the Convention under Article 15:
 - (a) Proposal from the Russian Federation to amend Article 4, paragraph 2(f), of the Convention;
 - (b) Proposal from Papua New Guinea and Mexico to amend Articles 7 and 18 of the Convention;
 - (c) Proposal from Turkey to delete the name of Turkey from the list in Annex I to the Convention.
6. Report of the Adaptation Committee.
7. Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts.



8. Development and transfer of technologies and implementation of the Technology Mechanism:
 - (a) Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network;
 - (b) Linkages between the Technology Mechanism and the Financial Mechanism of the Convention.
9. Second review of the adequacy of Article 4, paragraph 2(a) and (b), of the Convention.
10. Matters relating to finance:
 - (a) Long-term climate finance;
 - (b) Matters relating to the Standing Committee on Finance;
 - (c) Report of the Green Climate Fund to the Conference of the Parties and guidance to the Green Climate Fund;
 - (d) Report of the Global Environment Facility to the Conference of the Parties and guidance to the Global Environment Facility;
 - (e) Identification of the information to be provided by Parties in accordance with Article 9, paragraph 5, of the Paris Agreement.
11. Reporting from and review of Parties included in Annex I to the Convention.
12. Reporting from Parties not included in Annex I to the Convention.
13. Capacity-building under the Convention.
14. Implementation of Article 4, paragraphs 8 and 9, of the Convention:
 - (a) Implementation of the Buenos Aires programme of work on adaptation and response measures (decision 1/CP.10);
 - (b) Matters relating to the least developed countries.
15. Gender and climate change.
16. Other matters referred to the Conference of the Parties by the subsidiary bodies.
17. Administrative, financial and institutional matters:
 - (a) Audit report and financial statements for 2017;
 - (b) Budget performance for the biennium 2018–2019;
 - (c) Decision-making in the UNFCCC process.
18. High-level segment:
 - (a) Statements by Parties;
 - (b) Statements by observer organizations.
19. Other matters.
20. Conclusion of the session:
 - (a) Adoption of the draft report of the Conference of the Parties on its twenty-fourth session;
 - (b) Closure of the session.



**Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol
Fourteenth session**

Katowice, Poland, 2–14 December 2018

Draft provisional agenda

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Election of additional officers;
 - (c) Organization of work, including for the sessions of the subsidiary bodies;
 - (d) Approval of the report on credentials;
 - (e) Status of ratification of the Doha Amendment to the Kyoto Protocol.
3. Reports of the subsidiary bodies:
 - (a) Report of the Subsidiary Body for Scientific and Technological Advice;
 - (b) Report of the Subsidiary Body for Implementation.
4. Matters relating to the clean development mechanism.
5. Matters relating to joint implementation.
6. Report of the Compliance Committee.
7. Matters relating to the Adaptation Fund.
8. Report on the high-level ministerial round table on increased ambition of Kyoto Protocol commitments.
9. Reporting from and review of Parties included in Annex I:¹
 - (a) National communications;
 - (b) Annual compilation and accounting report for the second commitment period for Annex B Parties under the Kyoto Protocol.
10. Capacity-building under the Kyoto Protocol.
11. Matters relating to:
 - (a) Article 2, paragraph 3, of the Kyoto Protocol;
 - (b) Article 3, paragraph 14, of the Kyoto Protocol.
12. Other matters referred to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol by the subsidiary bodies.

¹ The term “Party included in Annex I” is defined in Article 1, paragraph 7, of the Kyoto Protocol.



13. Administrative, financial and institutional matters:

- (a) Audit report and financial statements for 2017;
- (b) Budget performance for the biennium 2017–2018.

14. High-level segment:

- (a) Statements by Parties;
- (b) Statements by observer organizations.

15. Other matters.

16. Conclusion of the session:

- (a) Adoption of the draft report of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol on its fourteenth session;
- (b) Closure of the session.



**Subsidiary Body for Scientific and Technological Advice
Forty-ninth session**

Katowice, Poland, 2–8 December 2018

Draft provisional agenda

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Organization of the work of the session;
 - (c) Election of officers other than the Chair;
 - (d) Mandated events.
3. Report of the Adaptation Committee: 2018 report; and matters referred to in paragraphs 41, 42 and 45 of decision 1/CP.21.
4. Report of the Executive Committee of the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts.
5. Development and transfer of technologies:
 - (a) Technology framework under Article 10, paragraph 4, of the Paris Agreement;
 - (b) Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network.
6. Research and systematic observation.
7. Local Communities and Indigenous Peoples Platform.
8. Koronivia joint work on agriculture.
9. Impact of the implementation of response measures:
 - (a) Improved forum and work programme;
 - (b) Modalities, work programme and functions under the Paris Agreement of the forum on the impact of the implementation of response measures;
 - (c) Matters relating to Article 2, paragraph 3, of the Kyoto Protocol.
10. Methodological issues under the Convention: emissions from fuel used for international aviation and maritime transport.
11. Matters relating to Article 6 of the Paris Agreement:



- (a) Guidance on cooperative approaches referred to in Article 6, paragraph 2, of the Paris Agreement;
 - (b) Rules, modalities and procedures for the mechanism established by Article 6, paragraph 4, of the Paris Agreement;
 - (c) Work programme under the framework for non-market approaches referred to in Article 6, paragraph 8, of the Paris Agreement.
12. Modalities for the accounting of financial resources provided and mobilized through public interventions in accordance with Article 9, paragraph 7, of the Paris Agreement.
13. Reports on other activities:
- (a) Annual report on the technical review of information reported under the Convention by Parties included in Annex I to the Convention in their biennial reports and national communications;
 - (b) Annual report on the technical review of greenhouse gas inventories of Parties included in Annex I to the Convention;
 - (c) Annual report on the technical review of greenhouse gas inventories and other information reported by Parties included in Annex I, as defined in Article 1, paragraph 7, of the Kyoto Protocol.
14. Other matters.
15. Closure of and report on the session.



**Subsidiary Body for Implementation
Forty-ninth session**

Katowice, Poland, 2–8 December 2018

Draft provisional agenda

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Organization of the work of the session;
 - (c) Multilateral assessment working group session under the international assessment and review process;
 - (d) Facilitative sharing of views under the international consultation and analysis process;
 - (e) Other mandated events;
 - (f) Election of officers other than the Chair.
3. Reporting from and review of Parties included in Annex I to the Convention:
 - (a) Status of submission and review of seventh national communications and third biennial reports from Parties included in Annex I to the Convention;
 - (b) Compilations and syntheses of second and third biennial reports from Parties included in Annex I to the Convention;
 - (c) Report on national greenhouse gas inventory data from Parties included in Annex I to the Convention for the period 1990–2016.
4. Reporting from Parties not included in Annex I to the Convention:
 - (a) Information contained in national communications from Parties not included in Annex I to the Convention;
 - (b) Work of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention;
 - (c) Review of the terms of reference of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention;
 - (d) Provision of financial and technical support;



- (e) Summary reports on the technical analysis of biennial update reports of Parties not included in Annex I to the Convention.
- 5. Common time frames for nationally determined contributions referred to in Article 4, paragraph 10, of the Paris Agreement.
- 6. Development of modalities and procedures for the operation and use of a public registry referred to in Article 4, paragraph 12, of the Paris Agreement.
- 7. Development of modalities and procedures for the operation and use of a public registry referred to in Article 7, paragraph 12, of the Paris Agreement.
- 8. Matters relating to the mechanisms under the Kyoto Protocol:
 - (a) Review of the modalities and procedures for the clean development mechanism;
 - (b) Report of the administrator of the international transaction log under the Kyoto Protocol.
- 9. Koronivia joint work on agriculture.
- 10. Report of the Executive Committee of the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts.
- 11. Report of the Adaptation Committee: 2018 report; and matters referred to in paragraphs 41, 42 and 45 of decision 1/CP.21.
- 12. Matters relating to the least developed countries; and matters referred to in paragraphs 41 and 45 of decision 1/CP.21.
- 13. National adaptation plans.
- 14. Development and transfer of technologies:
 - (a) Scope of and modalities for the periodic assessment of the Technology Mechanism in relation to supporting the implementation of the Paris Agreement;
 - (b) Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network;
 - (c) Poznan strategic programme on technology transfer.
- 15. Matters relating to climate finance: identification of information to be provided by Parties in accordance with Article 9, paragraph 5, of the Paris Agreement.



16. Matters relating to capacity-building for developing countries:
 - (a) Capacity-building under the Convention;
 - (b) Annual technical progress report of the Paris Committee on Capacity-building;
 - (c) Capacity-building under the Kyoto Protocol.
17. Impact of the implementation of response measures:
 - (a) Improved forum and work programme;
 - (b) Modalities, work programme and functions under the Paris Agreement of the forum on the impact of the implementation of response measures;
 - (c) Matters relating to Article 3, paragraph 14, of the Kyoto Protocol;
 - (d) Progress on the implementation of decision 1/CP.10.
18. Gender and climate change.
19. Report on activities related to Action for Climate Empowerment.
20. Administrative, financial and institutional matters:
 - (a) Audit report and financial statements for 2017;
 - (b) Budget performance for the biennium 2018–2019;
 - (c) Budgetary matters;
 - (d) Continuous review of the functions and operations of the secretariat.
21. Other matters.
22. Closure of and report on the session.



Agendas

Conference of the Parties serving as the meeting of the Parties to the Paris Agreement Third part of the first session

Katowice, Poland, 2–14 December 2018

Agenda

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Application of the rules of procedure of the Conference of the Parties;
 - (c) Election of additional officers;
 - (d) Organization of work;
 - (e) Status of ratification of the Paris Agreement;
 - (f) Approval of the report on credentials.
3. Matters relating to the implementation of the Paris Agreement.²
4. High-level segment.
5. Other matters.
6. Conclusion of the session:
 - (a) Adoption of the report of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement at its first session;
 - (b) Closure of the session.

² This agenda item will address the modalities, procedures and guidelines that the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) at its first session is expected to consider and take decisions on in accordance with the mandates contained in the Paris Agreement, as well as the draft decisions to be recommended by the subsidiary bodies through the Conference of the Parties to CMA 1 for its consideration and adoption in accordance with the work programme in decision 1/CP.21, including Article 4 of the Paris Agreement and decision 1/CP.21, paragraphs 22–35; Article 6 and decision 1/CP.21, paragraphs 36–40; Article 7 and decision 1/CP.21, paragraphs 41, 42 and 45; Article 8 and decision 1/CP. 21, paragraphs 47–51; Article 9 and decision 1/CP.21, paragraphs 52–64; Article 10 and decision 1/CP.21, paragraphs 66–70; Articles 11 and 12 and decision 1/CP.21, paragraphs 81–83; Article 13 and decision 1/CP.21, paragraphs 84–98; Article 14 and decision 1/CP.21, paragraphs 99–101; and Article 15 and decision 1/CP.21, paragraphs 102 and 103. Any other matter concerning the implementation of the Paris Agreement could also be addressed by the CMA under this agenda item, as decided by the CMA. Further details on these mandates will be included in the annotations to the provisional agenda.



**Ad Hoc Working Group on the Paris Agreement
Seventh part of the first session**

Katowice, Poland, 2–8 December 2018

Agenda

1. Opening of the session.
2. Organizational matters:
 - (a) Election of officers;
 - (b) Adoption of the agenda;
 - (c) Organization of the work of the session.
3. Further guidance in relation to the mitigation section of decision 1/CP.21 on:
 - (a) Features of nationally determined contributions, as specified in paragraph 26;
 - (b) Information to facilitate clarity, transparency and understanding of nationally determined contributions, as specified in paragraph 28;
 - (c) Accounting for Parties' nationally determined contributions, as specified in paragraph 31.
4. Further guidance in relation to the adaptation communication, including, inter alia, as a component of nationally determined contributions, referred to in Article 7, paragraphs 10 and 11, of the Paris Agreement.
5. Modalities, procedures and guidelines for the transparency framework for action and support referred to in Article 13 of the Paris Agreement.
6. Matters relating to the global stocktake referred to in Article 14 of the Paris Agreement:
 - (a) Identification of the sources of input for the global stocktake;
 - (b) Development of the modalities of the global stocktake.
7. Modalities and procedures for the effective operation of the committee to facilitate implementation and promote compliance referred to in Article 15, paragraph 2, of the Paris Agreement.
8. Further matters related to implementation of the Paris Agreement:
 - (a) Preparing for the convening of the first session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement;
 - (b) Taking stock of progress made by the subsidiary and constituted bodies in relation to their mandated work under the Paris Agreement and section III of decision 1/CP.21, in order to promote and facilitate coordination and coherence in the implementation of the work programme, and, if appropriate, take action, which may include recommendations.



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9. Other matters.
10. Closure of and report on the session.



Annex II

List of preparatory meetings

Least developed countries	26 -27 November 2018 (Monday and Tuesday)	Miedzynarodowe Centrum Kongresowe (MCK International Congress Centre) plac Slawika I Antalla, 40-166, Katowice, Poland
Small island developing States	28 – 29 November 2018 (Wednesday - Thursday)	
African Group	28 – 29 November 2018 (Wednesday - Thursday)	
Group of 77 and China	30 November - 1 December 2018 (Friday - Saturday)	

The secretariat would like to advise that **access to the premises for the preparatory meetings** will be granted **only to participants confirmed in the online registration system**. Consequently, the secretariat recommends that Parties **nominate and confirm their delegations** attending the preparatory meetings **in the ORS as soon as possible** and before the start of the preparatory meetings to avoid any problems with attending the meetings.

Any group holding meetings in the conference premises prior to the opening of the sessions other than those holding preparatory meetings will also have limited access to the conference premises.



Annex III

Credentials of Parties to the Convention, the Kyoto Protocol and the Paris Agreement

In accordance with rule 19 of the draft rules of procedure being applied, the credentials of representatives of Parties, as well as the names of alternate representatives and advisers, shall be submitted to the secretariat no later than 24 hours after the opening of COP 24/ CMP 14/ CMA 1.3. Any later change in the composition of the delegation shall be communicated to the secretariat as early as possible.

The credentials must be issued by the Head of State or Government or by the minister of foreign affairs or, in the case of a regional economic integration organization, by a competent authority of that organization. They should indicate the date and place where the instrument was issued, be signed by the competent authority and indicate the title of the signatory. In the case of a person acting ad interim as the Head of State or Government or as the minister of foreign affairs, the title must indicate that the person is exercising such powers ad interim. In this respect, the secretariat will accept the following formulations: Acting President, Acting Prime Minister, Acting Minister of Foreign Affairs, President ad interim, Prime Minister ad interim and Minister of Foreign Affairs ad interim.

The secretariat wishes to remind Parties that, in accordance with decisions 17/CP.9, 36/CMP.1 and 2/CMA.1, only one set of credentials is necessary to cover the participation of Parties at COP 24, CMP 14 and CMA 1.3.

Original credentials, duly signed as indicated above and written in one of the six official languages of the United Nations,³ **should be deposited** during COP 24/CMP 14/CMA 1.4 **at the External Relations counter, located at the Information Desk in the conference venue.** To ensure proper handling and delivery to the repository, no other office or authority of the secretariat or the host country has been designated to receive credentials.

The receipt of the document will be acknowledged by the secretariat in writing on a copy of the original. Please provide a copy of the original document for this purpose. A list of valid credentials will be posted on the official site of the secretariat at <https://unfccc.int/process-and-meetings/conferences/katowice-climate-change-conference-december-2018/katowice-climate-change-conference-december-2018>. The secretariat strongly recommends that Parties verify that their credentials have been listed on the official site of the secretariat. In accordance with rule 20 of the draft rules of procedure being applied, the Bureau will examine the credentials and submit its report to the COP.

Information concerning the appointment of representatives participating in the sessions which is communicated by fax, email, letter or note verbale from a ministry, embassy, permanent mission to the United Nations or other participating government office or authority or through a local United Nations office will not be considered as a credential.

³ Credentials may be submitted in Arabic, Chinese, English, French, Russian or Spanish. To facilitate the examination of credentials, a courtesy translation into English would be appreciated if the credentials have been executed in another language.



Annex IV

Information for participants

Official documents	Please consult the UNFCCC website at https://unfccc.int/documents for all available documents.
Overview of the sessional period	A preliminary overview of the sessional period will be made available on the UNFCCC website at https://unfccc.int/ in due course and will be updated periodically.
Funding	<i>A separate communication on funding has been sent to all eligible Parties.</i>
Visas	<p>Participants requiring a visa are strongly encouraged to contact the appropriate consular authorities as soon as this notification is received. The issuance of a visa for Schengen States may take up to two weeks from the date of submission of the visa application. However, due to an often substantial workload of the consular posts, filing the application too late may result in the visa not being issued on time.</p> <p>Participants must bear in mind that a set of specific documents must be prepared when applying for a visa. A copy of the acknowledgement letter from the online registration system (ORS) and this notification must be attached to the visa application. It is recommended to indicate in your visa application that you will attend the United Nations Climate Change Conference that will be held from 2 to 14 December 2018 in Katowice, Poland. You also are obliged to provide proof of financial means (the recommended minimum amount per day is 75 EUR) and accommodation (hotel booking).</p> <p>Participants are advised that obtaining a Schengen visa is contingent on the participant securing travel medical insurance that covers the entire stay. If you are travelling twice, it is necessary that you obtain insurance that covers the time period of both stays. The insurance should be <u>valid on the territory of all Schengen States</u>, not only Poland. The policy should cover any expenses that might arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment or death. Minimum coverage is 30,000 EUR.</p> <p>There are special requirements your passport must meet:</p> <ul style="list-style-type: none">- Valid at least three months after the intended date of departure from the territory of the Schengen States;- Contains at least two blank pages;- Issued within the previous 10 years. <p>Please check carefully that the visa covers the full period of participation in the above-mentioned conference. Please also indicate in your application if a Schengen visa has been issued to you in the last 59 months.</p> <p>For more information, please visit the English language website of the conference: http://cop24.gov.pl/en/conference/visas/.</p> <p>Participants are also kindly advised to visit the website of the territorially competent consular post of Poland to learn of the location where they should apply for the visa.</p>



<p>Hotels</p>	<p>Information on accommodation and hotels can be found on the host government's website for the conference at http://cop24.gov.pl/accommodation/. Please also consult the information note dated 27 July 2018 regarding hotel accommodation and websites for the conference.</p>
<p>Online nominations and registration</p>	<p>The online registration system is currently open for the nomination by Parties and observer States of their representatives. Please confirm your delegation as soon as possible and well before the sessions.</p>
<p>Side events and exhibits</p>	<p>In addition to official meetings, a number of side events and exhibits will be held during the two-week conference, except on Sunday, 2 December, the morning of Monday 3 December and on Sunday, 9 December 2018.</p> <p>The application period for side events and exhibits ended on 31 August 2018. The number of side events applications exceeded the number of available slots. Therefore, further applications will not be considered at this stage.</p> <p>Organizers, speakers, participants and technical staff for side events and exhibits must be nominated as representatives of Parties or admitted observer organizations for the sessions to ensure that they are granted access to the premises.</p> <p>All information relating to side events and exhibits will be made available on the official website (https://unfccc.int/process-and-meetings/conferences/katowice-climate-change-conference-december-2018/side-events-and-exhibits-at-cop-24) as soon as the planning is finalized.</p>
<p>Registration at the conference venue</p>	<ul style="list-style-type: none"> • All formalities regarding registration, including issuance of badges to duly nominated participants to attend the sessions are free of charge. • Upon arrival to the venue (at the earliest on Friday, 30 November 2018), you will be requested to proceed to the registration desk during the hours indicated below to collect your badge for access to the conference premises. • The acknowledgement letter for the participant's nomination, available upon confirmation in the online registration system, and a valid passport or a nationally approved identification card should be presented to the registration staff for the issuance of your badge. <p>Registration times:</p> <ul style="list-style-type: none"> • From Friday, 30 November, until Saturday, 8 December 2018, from 8.00 a.m. to 7.00 p.m. • <u>The conference venue, including registration, will be closed on Sunday, 9 December 2018.</u> • Monday, 10 December, until Friday, 14 December 2018, from 8.00 a.m. to 7.00 p.m. <p>Early registration – before Sunday, 2 December 2018 – is highly recommended to avoid delays on the first day of the conference.</p> <p>Multiple registration for the conference is not permitted (i.e. registration as an observer organization representative and a Party or State representative and/or press/media representative).</p>



Access to the Conference premises	<p>Full access to the conference premises will be granted only as of Sunday, 2 December 2018.</p> <p>Any group holding meetings in the conference premises prior to the opening of the sessions other than those holding preparatory meetings will also have limited access to the conference premises.</p>
Conference facilities and Services	<p>Conference facilities and services are available from 8 a.m. until 10.00 p.m. for the duration of the conference.</p>
Badges	<p>An official UNFCCC conference badge is required to gain access to the premises. Badges are issued at the Registration counter only on the basis of prior confirmation in the online registration system. For security reasons, all participants are requested to wear their badges visibly at all times.</p>
Press briefings	<p>Parties and observer States wishing to hold press/media briefings during the sessions should inform the secretariat in advance of their intention to hold such briefings. This will facilitate adequate logistical and technical arrangements. Requests should be addressed directly to the UNFCCC Press Office by email to pressconf@unfccc.int. Further requests for information on press conferences can also be sent to this e-mail.</p>
Use of cameras and audio/video recording devices	<p>The taking of still photographs and making of audio or video recordings within a United Nations designated conference venue is subject to the guidelines available at http://unfccc.int/files/parties_and_observers/ngo/application/pdf/recording_at_unfccc_sessions.pdf and any other guidance or instructions deemed relevant by the secretariat or United Nations Security.</p>
Electronic dissemination of information	<p>The Daily Programme for the conference will be made available in electronic format only. A PDF version will be made available each morning on the UNFCCC conference website.</p> <p>Daily updates on the negotiations will be disseminated in electronic format. To facilitate access, the secretariat will include weblinks to them in the Daily Programme. Side event schedules will be announced on the UNFCCC website and the CCTV screens. Information on outside events may also be posted on the UNFCCC website.</p> <p>The secretariat strongly encourages that material be disseminated electronically only.</p>



<p>Disclaimer</p>	<p>Participants are strongly advised to obtain comprehensive international medical insurance for the duration of their stay. The United Nations and the UNFCCC secretariat disclaim all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property and for any other costs or losses that may be incurred during travel or the period of participation.</p> <p>In the interests of the security and safety of all participants and the smooth running of the sessions, the UNFCCC secretariat reserves the right to deny and/or restrict access to the conference premises, or to request registered participants to leave the premises. The UNFCCC secretariat shall not be responsible for any expenses incurred by nominated participants who are requested to leave the premises or refused registration or access to the sessions for which they have been nominated and/or registered as participants.</p>
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