



FRAMEWORK CONVENTION ON CLIMATE CHANGE - Secretariat
CONVENTION - CADRE SUR LES CHANGEMENTS CLIMATIQUES - Secrétariat

Executive Secretary
Secrétaire exécutif

Date: **2 March 2010**
Reference: CAS/PART/MAR/10
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NOTIFICATION
United Nations Climate Change Talks, Bonn
9 to 11 April 2010

I wish to notify United Nations Secretariat units and bodies, specialized agencies and related organizations of the forthcoming sessions under the Convention and its Kyoto Protocol, as decided by the Bureau of COP 15/CMP 5:

- Eleventh session of the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol (AWG-KP 11);
- Ninth session of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention (AWG-LCA 9).

The sessions will take place at the Hotel Maritim, Godesberger Allee, 53175 Bonn, Germany from Friday, 9 April to Sunday, 11 April 2010.

It would be appreciated if the names, titles and contact details (including address, telephone, fax and e-mail) of the head of delegation and representatives who will attend these meetings could be communicated to me not later than **Wednesday, 17 March 2010** at the following address:

Climate Change Secretariat
P.O. Box 260 124
53153 Bonn, Germany.

Given the volume of nominations received for each session, the secretariat has opened the following e-mail account and fax number to receive nominations: E-mail: <sessions@unfccc.int>; Fax: +49 228 815 1855.

Distribution: To United Nations Secretariat units and bodies, specialized agencies and related organizations.



Given that the decision to convene the sessions is a recent one, the provisional agendas for the sessions will be provided in due course.

The attached annex offers information for participants and important guidelines for the issuance of visas. Additional information on the sessions will soon be posted on the UNFCCC website <www.unfccc.int>.

Yours sincerely,

(signed by Richard Kinley for)

Yvo de Boer



Information for participants

Essential documents	Please consult the UNFCCC website < http://maindb.unfccc.int/library > for all available documents:	
Registration	<ul style="list-style-type: none">• All participants are requested to register upon arrival at the desk located in the Hotel Maritim.• A valid photo ID should be presented to the registration staff.• As of Thursday, 8 April, the “no registration, no access” rule will be strictly applied and will be enforced throughout the period of the sessions.• Early registration on Thursday, 8 April, is highly recommended in order to avoid delays. <p>Registration times:</p> <p>Wednesday, 7 April until Sunday, 11 April, from 8 a.m. to 6 p.m.</p> <p>Double registration for the session is not permitted (i.e., Party representative and observer organization representative, or Party representative and press/media representative).</p>	
Side events	<p>The online registration system for application for side events and exhibits is open from Tuesday, 2 March to Friday, 5 March 2010. Limited numbers of side events and exhibits will be coordinated through the secretariat. For applications, please visit: http://regserver.unfccc.int/seors?session_id=AWG9-AWG11</p> <p>Organizers and participants at side events and exhibits must be previously registered as representatives of Parties or admitted observer organizations for the sessions, in order to gain access to the premises.</p>	
Badges	Badges are essential in order for participants to gain access to the premises. They are issued only on the basis of a letter of nomination from Parties, observer States or observer organizations. For security reasons, all participants are requested to wear their badges at all times.	
Hotels	Representatives who require assistance in making a hotel reservation in Bonn should contact:	Tourismus & Congress GmbH Adenauerallee 131 D-53113 Bonn Telephone: +(49 228) 910 4170 Telefax: +(49 228) 910 4177 E-Mail: < info@bonn-region.de >



<p>Disclaimer</p>	<p>Participants are strongly recommended to obtain international medical insurance for the period of participation. The United Nations and the Convention 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 time or the period of participation.</p>
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