



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

Ref: ICA/OBS/COP9/03
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Bonn, 2 October 2003

NOTIFICATION

This message is being sent to all intergovernmental organizations and non-governmental organizations admitted as observers by the Conference of the Parties at its previous sessions, in accordance with Article 7, paragraph 6, of the Convention.

On behalf of the Executive Secretary, I wish to notify all intergovernmental organizations (IGOs) and non-governmental organizations (NGOs) admitted as observers by the Conference of the Parties at its previous sessions that the ninth session of the Conference of the Parties, including the nineteenth sessions of the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the Subsidiary Body for Implementation (SBI), will take place at the Fiera Milano Congress Centre, Pavilion 17, Milan, Italy (www.fieramilanocongressi.it/en/) from 1 to 12 December 2003.

The names with the titles, addresses, telephone and fax numbers, and e-mail addresses of the representatives for the sessions should be communicated to me, through the observer organizations' designated contact points for climate change, as soon as possible and **not later than Wednesday, 5 November 2003** at the address of the secretariat:

P.O. Box 260 124, D-53153 Bonn, Germany
Fax: (49-228) 815-1999
E-mail: secretariat@unfccc.int

Two annexes are attached to this notification. Annex I contains the provisional agenda of the Conference of the Parties at its ninth session as well as the provisional agendas for the subsidiary bodies of the Convention. Annex II offers useful information for participants including important guidelines for the issuance of visas.

Yours sincerely,
Original Signed
Richard J. Kinley
à signé l'original
Richard Kinley
Secretary
Conference of the Parties



ANNEX I

Provisional agenda of the Conference of the Parties at its ninth session

Document symbols for each agenda item are indicated.

Please consult <http://maindb.unfccc.int/library> for updated information, including full list of relevant documents and titles

1. Opening of the session:
 - (a) Statement by the President of the Conference at its eighth session;
 - (b) Election of the President of the Conference at its ninth session;
 - (c) Statement by the President;
 - (d) Addresses of welcome;
 - (e) Statement by the Executive Secretary.
2. Organizational matters:
 - (a) Status of ratification of the Convention and its Kyoto Protocol;
FCCC/CP/2003/INF.1
 - (b) Adoption of the rules of procedure;
 - (c) Adoption of the agenda;
FCCC/CP/2003/1, FCCC/CP/2003/1/Add.1
 - (d) Election of officers other than the President;
 - (e) Admission of organizations as observers;
FCCC/CP/2003/4
 - (f) Organization of work, including the sessions of the subsidiary bodies;
 - (g) Date and venue of the tenth session of the Conference of the Parties;
 - (h) Calendar of meetings of Convention bodies, 2004-2008;
 - (i) Adoption of the report on credentials.
FCCC/CP/2003/5
3. Reports of the subsidiary bodies and decisions and conclusions arising therefrom:
 - (a) Report of the Subsidiary Body for Scientific and Technological Advice;
 - (b) Report of the Subsidiary Body for Implementation.
4. Review of implementation of commitments and of other provisions of the Convention:
 - (a) Financial mechanism of the Convention:
 - (i) Report of the Global Environment Facility to the Conference of the Parties;
FCCC/CP/2003/3
 - (ii) Funding under the Convention;
 - (iii) Additional guidance to the Global Environment Facility.
 - (b) National communications:
 - (i) National communications from Parties included in Annex I to the Convention;
 - (ii) National communications from Parties not included in Annex I to the Convention.
 - (c) Capacity-building;
 - (d) Development and transfer of technologies;
 - (e) Implementation of Article 4, paragraph 8, of the Convention;
 - (f) Matters relating to the least developed countries;
 - (g) Research and systematic observation;
 - (h) Other matters referred to the Conference of the Parties by the subsidiary bodies.
5. Second review of the adequacy of Article 4, paragraph 2 (a) and (b), of the Convention.
6. Request from a group of countries of Central Asia and the Caucasus, Albania and the Republic of Moldova regarding their status under the Convention.



7. Preparations for the first session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol:
 - (a) Arrangements for the first session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol;
 - (b) Definitions and modalities for including afforestation and reforestation activities under Article 12 of the Kyoto Protocol;
 - (c) Matters relating to Article 2, paragraph 3, of the Kyoto Protocol;
 - (d) Proposal by Canada for a decision on modalities for the accounting of assigned amounts under Article 7, paragraph 4, of the Kyoto Protocol in relation to cleaner energy exports;
 - (e) Other matters referred to the Conference of the Parties by the subsidiary bodies.
8. Report of the Executive Board of the clean development mechanism.
FCCC/CP/2003/2, FCCC/CP/2003/2/Add.1 and Add.2
9. Administrative and financial matters:
 - (a) Income and budget performance in the biennium 2002-2003;
 - (b) Programme budget for the biennium 2004-2005.
10. Round-table discussions among ministers and other heads of delegation.
11. Statements by observer organizations:
 - (a) Statements by United Nations bodies and specialized agencies;
 - (b) Statements by intergovernmental organizations;
 - (c) Statements by non-governmental organizations.
12. Other matters.
13. Conclusion of the session:
 - (a) Adoption of the report of the Conference on its ninth session;
 - (b) Closure of the session.



**Provisional agenda of the
Subsidiary Body for Scientific and Technological Advice at its nineteenth session**

Document symbols for each agenda item are indicated.

Please consult <http://maindb.unfccc.int/library> for updated information, including full list of relevant documents and titles

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of the agenda;
FCCC/SBSTA/2003/11
 - (b) Organization of the work of the session;
 - (c) Election of officers other than the Chair.
3. Third Assessment Report of the Intergovernmental Panel on Climate Change:
 - (a) Scientific, technical and socio-economic aspects of impacts of, and vulnerability and adaptation to, climate change;
FCCC/SBSTA/2003/Misc.11
 - (b) Scientific, technical and socio-economic aspects of mitigation.
4. Methodological issues:
 - (a) Review of methodological work under the Convention and the Kyoto Protocol;
FCCC/SBSTA/2003/Misc.9, FCCC/SBSTA/2003/INF.8, FCCC/SBSTA/2003/INF.9
 - (b) Greenhouse gas inventories;
FCCC/SBSTA/2003/14, FCCC/SBSTA/2003/INF.10
 - (c) Land use, land-use change and forestry: definitions and modalities for including afforestation and reforestation activities under Article 12 of the Kyoto Protocol;
 - (d) Good practice guidance and other information on land use, land-use change and forestry;
FCCC/SBSTA/2003/INF.11
 - (e) Harvested wood products;
 - (f) Issues relating to registry systems under Article 7, paragraph 4, of the Kyoto Protocol.
FCCC/SBSTA/2003/13, FCCC/SBSTA/2003/13/Add.1, FCCC/SBSTA/2003/INF.13
5. Development and transfer of technologies.
FCCC/SBSTA/2003/12, FCCC/SBSTA/2003/INF.12
6. "Good practices" in policies and measures among Parties included in Annex I to the Convention.
7. Research and systematic observation.
FCCC/SBSTA/2003/Misc.10
8. Cooperation with relevant international organizations.
FCCC/SB/2003/1
9. Other matters:
 - (a) Issues relating to cleaner or less-greenhouse-gas-emitting energy;
 - (b) Issues relating to the implementation of Article 2, paragraph 3, of the Kyoto Protocol;
 - (c) Any other matters.
10. Report on the session.



**Provisional agenda of the
Subsidiary Body for Implementation at its nineteenth session**

Document symbols for each agenda item are indicated.

Please consult <http://maindb.unfccc.int/library> for updated information, including full list of relevant documents and titles

1. Opening of the session.
2. Organizational matters:
 - (a) Adoption of agenda;
FCCC/SBI/2003/9
 - (b) Organization of the work of the session;
 - (c) Election of officers other than the Chair.
3. National communications from Parties not included in Annex I to the Convention:
 - (a) Consideration of the fifth compilation and synthesis of initial national communications;
FCCC/SBI/2003/13, FCCC/SBI/2003/INF.14
 - (b) Work of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention;
FCCC/SBI/2003/INF.17
 - (c) Provision of financial and technical support;
FCCC/SBI/2003/Misc.9, FCCC/SBI/2003/INF.15
 - (d) Frequency of submission of second and, where appropriate, third national communications.
FCCC/SBI/2003/Misc.10
4. Financial mechanism of the Convention:
 - (a) Special Climate Change Fund;
 - (b) Report of the Global Environment Facility to the Conference of the Parties;
 - (c) Additional guidance to the Global Environment Facility.
5. Capacity-building.
FCCC/SBI/2003/14
6. Article 6 of the Convention.
FCCC/SBI/2003/10, FCCC/SBI/2003/17, FCCC/SBI/2003/Misc.11, FCCC/SBI/2003/INF.16
7. Implementation of Article 4, paragraphs 8 and 9, of the Convention:
 - (a) Progress on the implementation of Article 4, paragraph 8;
FCCC/SB/2003/1, FCCC/SBI/2003/11
 - (b) Matters relating to the least developed countries.
FCCC/SBI/2003/16
8. Request from a group of countries of Central Asia and the Caucasus, Albania and the Republic of Moldova regarding their status under the Convention.
FCCC/SB/2003/1
9. Administrative and financial matters:
 - (a) Interim financial performance for the biennium 2002-2003;
FCCC/SBI/2003/12, FCCC/SBI/2003/INF.13, FCCC/SBI/2003/INF.18
 - (b) Programme budget for the biennium 2004-2005.
FCCC/SBI/2003/15 and Add.1



10. Other matters:
 - (a) Proposal by Croatia on land use, land-use change and forestry;
 - (b) Special circumstances of Croatia under Article 4, paragraph 6, of the Convention;
FCCC/SBI/2003/Misc.12
 - (c) Status report on the review of third national communications from Parties included in Annex I to the Convention;
FCCC/SBI/2003/INF.19
 - (d) Any other matters.
FCCC/SBI/2003/Misc.13

11. Report on the session.



ANNEX II

GUIDE FOR PARTICIPANTS

DOCUMENTS:	<p>All available documents will be posted on the official web site of the secretariat http://unfccc.int. Essential documents for the session are as follows:</p> <p>Conference of the Parties:</p> <table><tr><td>Provisional agenda and annotations</td><td>FCCC/CP/2003/1 and Add.1</td></tr><tr><td>COP 8 report</td><td>FCCC/CP/2002/7 and Adds. 1-3</td></tr></table> <p>Subsidiary bodies:</p> <table><tr><td>Provisional agenda and annotations</td><td>FCCC/SBSTA/2003/11 FCCC/SBI/2003/9</td></tr><tr><td>Reports of the subsidiary bodies</td><td>FCCC/SBSTA/2003/10 and Adds. 1-3 FCCC/SBI/2003/8</td></tr></table>	Provisional agenda and annotations	FCCC/CP/2003/1 and Add.1	COP 8 report	FCCC/CP/2002/7 and Adds. 1-3	Provisional agenda and annotations	FCCC/SBSTA/2003/11 FCCC/SBI/2003/9	Reports of the subsidiary bodies	FCCC/SBSTA/2003/10 and Adds. 1-3 FCCC/SBI/2003/8
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Reports of the subsidiary bodies	FCCC/SBSTA/2003/10 and Adds. 1-3 FCCC/SBI/2003/8								
REGISTRATION:	<p>Will take place at the Fiera Milano, as follows:</p> <ul style="list-style-type: none">➤ Saturday, 29 November and Sunday, 30 November: from 12:00 noon to 6 p.m.➤ Monday, 1 December to Friday, 5 December: from 8 a.m. to 6 p.m.➤ Saturday, 6 and Sunday 7 December - CLOSED➤ Monday, 8 - Friday, 12 December: from 8 a.m. to 6 p.m. <p>Double registration for the session is not permitted (i.e., State representative and Observer organization representative, or State representative and Press/Media representative).</p>								
SIDE EVENTS	<p>An on-line registration system has been developed to facilitate applications for side events and exhibits. Organizers will require authorization by the national focal point or designated contact point of the admitted organization. This service will be available from 6 October 2003 on the secretariat web site.</p> <p>Organizations are reminded that initially only one application per organization will be considered in order to allow a balanced programme. Joint or collaborative events will be given priority.</p> <p>The side event schedule and exhibit list will be available on the official web site. Organizers of side events are reminded that the secretariat reserves the right to reschedule or cancel side events in the interest of the negotiating process.</p> <p>Presenters and participants at side events and exhibitors 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:	<p>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 through the designated contact points for climate change.</p>								
HOTELS:	<p>Representatives who require assistance in making a hotel reservation in Milan may contact:</p> <p>INCOMIT SpA/LE MARMOTTE Tel.: (+ 39-02) 4399-5115 Fax: (+39-02) 4391-2327 E-mail: bookingcop9@incomit.it Web: http://www.lemarmotte.it/cop9/</p> <p>Online bookings may be made at https://www.lemarmotte.it/COP9/Forms/Cop9_Booking_Form.asp</p>								



DISCLAIMER:

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. In this context, it is strongly recommended to obtain international medical insurance for the period of participation.

VISAS:

Immediate contact with the consular authorities of the Italian Republic is strongly advised to allow sufficient time for a visa to be issued, as appropriate, before departure for Milan. To facilitate the issuance of a visa, a copy of this notification should be attached to the visa request.