



**United Nations**  
Climate Change Secretariat

Executive Secretary

**Naciones Unidas**  
Secretaría de Cambio Climático

Secretaria Ejecutiva

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## **MESSAGE TO PARTIES, OBSERVER STATES AND OBSERVER ORGANIZATIONS**

### **Outcomes of the meeting of the Bureau on 15 April 2021**

I would like to inform Parties and observer States to the Convention, the Kyoto Protocol and the Paris Agreement and observer organizations that the Bureau of the COP, the CMP and the CMA met on Thursday, 15 April 2021, to provide guidance on the approach to the work of the subsidiary bodies during the June sessional period in light of the ongoing COVID-19 pandemic.

The Bureau agreed to extend the sessional period by one week to allow for adequate coordination time, and to account for the challenges and constraints of remote participation. The session would therefore be held for three weeks from 31 May to 17 June.

Work during the session will be organized informally, and no decision will be taken until the Parties can meet in person again. Informal documents will be prepared by the presiding officers to ensure transparency in the discussions and to capture progress. These documents will not have formal status.

Taking into account current recommendations and practices, as well as the challenges of working across time zones, the number of working hours per day will be limited and meetings will be scheduled in pre-established timeslots based on the principle that no region benefits or is affected disproportionately.

The Chairs of the Subsidiary Bodies, with the support of the secretariat, taking into account the views and concerns expressed, will prepare scenario notes to further elaborate the modalities for the organization of work in their respective bodies.

**Distribution:** To Parties and observer States through their national focal points for climate change and diplomatic missions accredited to the Federal Republic of Germany, as well as United Nations organizations and admitted observer organizations.



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The scenario notes will be made available to Parties and observers at least three weeks in advance of the start of the session.

In keeping with past practice, effective engagement of observers will be enabled in the same way that they participate in the in-person sessions.

As per previous guidance from the Bureau, and building on experience gained in 2020, mandated events will be organized during the June session, and summary reports of such events will be prepared as mandated. However, no side events will be organized.

The secretariat will continue to provide the utmost support to Parties in order to ensure full and effective participation, in a transparent, fair and inclusive manner.

Yours sincerely,

Patricia Espinosa