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NOTIFICATION

**United Nations Climate Change Conference
COP 26/CMP 16/CMA 3
31 October–12 November 2021, Glasgow,
United Kingdom of Great Britain and Northern Ireland**

I am pleased to notify all intergovernmental organizations (IGOs) and non-governmental organizations (NGOs) admitted as observers by the Conference of the Parties of the forthcoming sessions, which will take place from 31 October to 12 November 2021 in Glasgow:

- The twenty-sixth session of the Conference of the Parties;
- The sixteenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol;
- The third session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement;
- The 2021 session of the Subsidiary Body for Scientific and Technological Advice (October–November);
- The 2021 session of the Subsidiary Body for Implementation (October–November).

The conference will take place at the Scottish Event Campus (SEC) (see <https://ukcop26.org/the-conference/venue/> and <https://www.sec.co.uk/>). Further information on the venue will be available in due course.

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



I am pleased to inform IGOs and NGOs admitted as observers by the Conference of the Parties that the online registration system (ORS) is now open for nomination for the conference of their representatives.

In order to provide a safe and healthy environment for all participants at the conference and the local population, the Government of the United Kingdom of Great Britain and Northern Ireland has **strongly recommended that all participants are fully vaccinated against COVID-19 prior to attending the conference**. Recognizing the challenges that many countries face, it has made an offer to provide vaccines to registered Party, observer and media representatives who have not yet received a vaccine, are not able to get one in time for attendance at the conference or cannot access a vaccine through other means.

The secretariat hopes that launching the registration system at this time will support the implementation of the vaccination offer from the Government of the United Kingdom, in accordance with any applicable national regulations. To facilitate the vaccination effort, ORS will initially remain open for nomination of admitted IGO and NGO representatives **until 14 July 2021, 23:59 Central European Summer Time (CEST)**. It will then open for confirmation of representatives **on 16 July 2021**.

Participants interested in the offer are very strongly encouraged to **express their interest in vaccination** on the web page linked to in the acknowledgment letter **by Friday, 23 July 2021**. This means they would need to be **confirmed in ORS in advance of that date**.

The acknowledgment letter (which is also the visa support letter) emailed to each participant confirmed in ORS will include a link to a page where the participant can indicate interest in being vaccinated.

To allow IGOs and NGOs as much time as possible to nominate and confirm representatives for the conference, particularly those who will not be taking advantage of the vaccination offer, ORS will reopen for nomination of representatives **from 2 August to 31 August 2021, 23:59 CEST**. It will then reopen for confirmation of representatives **from 6 September to 22 October 2021, 23:59 CEST**.

The secretariat wishes to underline that opening registration does not imply that the format of the conference has been determined. The Government of the United Kingdom is currently making every effort to enable an inclusive conference with in-person participation and will provide information on the arrangements for the conference in the coming weeks.

The information that is available at this time regarding conference preparations is contained in the annex to this notification. Additional information on the sessions, including the provisional agendas and information on the full set of COVID-19 security measures, including in relation to travel regulations, and other key information will be communicated and posted on the UNFCCC website in due course.

To facilitate the processing of visas, the vaccination effort and access to any online platforms, please ensure that accurate information is provided in ORS. For these and other purposes, **it is imperative that a correct and unique email address be provided for each delegate**.



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ORS is the only official channel for nominating participants for the sessions. The secretariat cannot process nominations submitted by any other method.

ORS is available at <https://onlinereg.unfccc.int/>

ORS user manual for admitted observer organizations (IGOs and NGOs), which contains helpful information and guidelines on how to use the system, is available at https://onlinereg.unfccc.int/onlinereg/public/UNFCCC_ORIS_User_Manual-Observer_Organisations.pdf

Requests for technical support can be emailed to onlinereg@unfccc.int

Preliminary information for participants is contained in the annex. Additional information on the sessions will be communicated in due course.

Yours sincerely,

A handwritten signature in blue ink that reads "Patricia Espinosa C". The signature is written in a cursive style.

Patricia Espinosa



Annex

Information for participants

Official documents	Please consult the UNFCCC website at https://unfccc.int/ for all available documents.
Visas	Information on visas is available at https://www.gov.uk/browse/visas-immigration The registration acknowledgment letter emailed to all confirmed participants serves as the visa support letter. Information for conference participants will be made available in due course.
Accommodation	Please visit https://ukcop26.org/the-conference/delegates/ for more information.
Online nomination and confirmation	See notification text above.
Vaccination	Participants are very strongly urged to get vaccinated against COVID-19 prior to attending the conference. To express interest in the host country's vaccination offer, participants should be confirmed in ORS and follow the instructions on the web page linked to the registration acknowledgment letter by 23 July 2021 .
COVID-19 regulations	Participants will be required to fully comply with and adhere to COVID-19 health and safety regulations as mandated by the host country and the United Nations.
List of participants	The list of participants will reflect information as provided in ORS during the registration process.
Guidelines for participation	Please refer to the guidelines for the participation of representatives of NGOs at meetings of UNFCCC bodies regarding the participation of minors. The guidelines, as well as the waiver form for participating minors, are available at https://unfccc.int/process-and-meetings/parties-non-party-stakeholders/non-party-stakeholders/side-events-and-exhibits/admitted-ngos#eq-4 Further information for observer organizations is available at: https://unfccc.int/process-and-meetings/parties-non-party-stakeholders/non-party-stakeholders/overview
Code of conduct	Participation at sessions is governed by the relevant guidelines and policies , including the guidelines for the participation of representatives of NGOs at meetings of UNFCCC bodies (code of conduct) and other policies, which are available at https://unfccc.int/process-and-meetings/parties-non-party-stakeholders/non-party-stakeholders/side-events-and-exhibits/admitted-ngos#eq-4 . Organizations agree to ensure compliance with such guidelines and policies upon nomination in the ORS. Individual participants agree to compliance upon registration at the conference venue. UNFCCC events are guided by the highest ethical and professional standards, and all participants are expected to behave with integrity and respect towards all participants attending or involved with any UNFCCC event. The code of conduct defines prohibited conduct, provides examples of such conduct and outlines the process of submitting and addressing complaints.



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 or an online conference platform are subject to guidelines linked to below and any other guidance or instructions deemed relevant by the secretariat or United Nations Security.</p> <p>Photographs and video and audio recordings may be taken by participants within the United Nations designated conference venue's public areas, such as lobbies and corridors, and meeting rooms provided that such activities do not disrupt the activities or movements of participants or the security provisions of that area. Permission of those who will be recorded should be sought.</p> <p>The making of audio and video recordings during open and closed official meetings and in designated high-security zones is not permitted. The secretariat provides full audio and video recordings for all official open plenary meetings in audio format and webcast on the Internet. All webcast recordings are available from the secretariat's website.</p> <p>Please see further guidance at: http://unfccc.int/files/parties_and_observers/ngo/application/pdf/recording_at_unfccc_sessions.pdf</p>
Guidelines for media	<p>All correspondents granted access to the conference are expected to conduct themselves in a professional manner. They must abide by all policies in place, with due regard to the dignity, privacy and integrity of all individuals, in accordance with relevant guidelines and policies, including those of the United Nations Headquarters, which are available at https://www.un.org/en/media/accreditation/guidelines.shtml.</p>
Disclaimer	<p>Participants are strongly encouraged to obtain comprehensive international medical insurance for their period of participation. 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 time or the period of participation.</p> <p>Additionally, participants are personally responsible for any and all materials that they bring onto the conference premises. The United Nations and the UNFCCC secretariat disclaim all liability and responsibility for the loss, destruction or theft of any such materials.</p> <p>In the interest of the security and safety of all participants and the smooth running of the conference, 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 or all expenses incurred by nominated participants who are requested to leave the premises or are refused registration or access to the conference for which they have been nominated and/or registered as participants.</p>