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MESSAGE TO PARTIES, OBSERVER STATES AND OBSERVER ORGANIZATIONS

Ensuring transparent and inclusive access to negotiation rooms by all Parties and, where applicable, observers in compliance with COVID-19 measures

The secretariat refers to the COP 26 UN Climate Change Conference and would like to indicate that as highlighted on the [UNFCCC COP 26 website](#), a comprehensive set of COVID-19 mitigation measures is being implemented at the conference premises to make the conference as safe as possible for all participants, while ensuring an inclusive and transparent Party-driven process.

With reference to the message sent on 31 October 2021, whereby an approach to managing room capacity constraints had been proposed, we have received further feedback from Parties and in consultation with the UK Presidency, we are implementing the following adjustments starting from 4 November 2021:

- For meeting rooms, Parties will have one plate per Party available to access the room. It is the priority that all Parties have at least one seat.
- Additionally, negotiation groups will have one plate per group available to access the room. Group plates will be allocated to the following Groups: G77/China, and its sub-groups (ABU, African Group, AILAC, ALBA, AOSIS, Arab Group, BASIC, Coalitional for Rainforest Nations, LDCs, and LMDCs), EIG, EU and UG. In case the room is full, and some Parties have not been able to take a seat, group representatives will be requested to follow the meeting from the COP26 Platform.
- Where applicable, there will be one name plate available for each NGO constituency, as well as two name plates for IGOs and two name plates for other United Nations organizations. In case the room is full, and some Parties or negotiation groups have not been able to take a seat, observers will be requested to follow the meeting from the COP26 Platform.
- If there are seats available after 10 minutes after the negotiations have started, rooms will be opened for additional Party and group delegates, as well as observers, where applicable.



- In case the rooms fill up to capacity and Parties that are not represented in the room want to have a seat **at any time during the meeting**, Chairs and Co-Facilitators will request the support of participants to vacate the room and follow the meetings from the COP26 Platform in the following order:
 - Observers without a name plate
 - Group representatives without a name plate
 - Party delegates without a name plate
 - Observers
 - Group representatives

The adjustments above **do not apply to meetings held in Plenaries** (please also note that nameplates in plenaries should not be moved, as they correlate to the name handling system).

For those participants wishing to follow the meetings, they will be able to do so through the [COP26 platform](#). Help desk and ICT staff will be available to access the platform.

Based on the feedback from this arrangement, the secretariat will assess the necessity to further enhance and adapt this approach.

