



**Framework Convention on  
Climate Change**

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**Conference of the Parties**

**Sixteenth session**

**Cancun, 29 November to 10 December 2010**

Item 2 (c) of the provisional agenda

**Organizational matters**

**Adoption of the agenda**

**Conference of the Parties serving as the meeting  
of the Parties to the Kyoto Protocol**

**Sixth session**

**Cancun, 29 November to 10 December 2010**

Item 2 (a) of the provisional agenda

**Organizational matters**

**Adoption of the agenda**

**Provisional agenda and annotations**

**Note by the Executive Secretary**

**Addendum\***

**Additional information on the arrangements for the sessions<sup>1</sup>**

1. The United Nations Climate Change Conference will be held in Cancun, Mexico, from 29 November to 10 December 2010, and will consist of the sixteenth session of the Conference of the Parties (COP), the sixth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP), the thirty-third sessions of both the Subsidiary Body for Implementation (SBI) and the Subsidiary Body for Scientific and Technological Advice (SBSTA), the fifteenth session of the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol (AWG-KP) and the thirteenth session of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention (AWG-LCA).

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\* This document was submitted after the deadline due to ongoing consultations.

<sup>1</sup> As the sixteenth session of the Conference of the Parties and the sixth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol will be held during the same sessional period, this overview addresses both sessions. Further details will be made available on the UNFCCC website.

2. The SBI, at its thirty-second session, considered arrangements for COP 16 and CMP 6. The SBI invited the Bureau of COP 15 to finalize the details of the arrangements for COP 16 and CMP 6, including arrangements for the high-level segment, in collaboration with the President Designate of COP 16 and CMP 6 and the secretariat.<sup>2</sup>
3. After consultation with the Bureau, the following information can be made available on the arrangements for the Cancun conference.
4. A welcoming ceremony will be held on the morning of Monday, 29 November 2010 to mark the opening of the conference. The opening plenaries of COP 16 and CMP 6 will take place immediately thereafter.
5. Following the opening of COP 16, the President of COP 15 will call for the election of Ms. Patricia Espinosa, Secretary of Foreign Affairs for Mexico, as the President of COP 16. The President Designate has indicated her commitment to lead a process that is open, inclusive and transparent. Consultations with Parties, the Bureau, regional and negotiating groups, will be a hallmark of the work at the Cancun conference. The President-Designate will also continue to work in very close collaboration with the Chairs of the AWG-KP, the AWG-LCA and the subsidiary bodies to seek outcomes that meet the expectations of all Parties, and of the international community at large. In accordance with past practice, the President will then open the floor for statements from groups of Parties wishing to make brief opening remarks after completion of the organization of work. In order to begin work as soon as possible, requests for the floor will be limited to spokespersons for groups of Parties.<sup>3</sup>
6. The opening plenaries of AWG-KP 15 and AWG-LCA 13 will be held in the afternoon of Monday, 29 November.
7. The SBSTA and the SBI will open their thirty-third sessions on the morning of Tuesday, 30 November. The Chairs, with the assistance of Parties, will seek to streamline the work of the two bodies to the extent possible.
8. The COP and the CMP will convene in plenary on Wednesday, 1 December to take up items on their agendas that are not referred to the SBSTA and the SBI and to launch work as required. Additional plenary meetings will be convened as required.
9. The SBSTA and the SBI will conclude their sessions on Saturday, 4 December. They will finalize as many matters as possible, and transmit their results to the COP or the CMP.
10. In relation to the developments in the AWG-KP and the AWG-LCA, the President and the Chairs will keep under review the state of progress in the negotiations and report regularly to Parties and adjust the methods of work as necessary. Reports will be made to the plenary of the COP and the CMP, as needed, and other means to ensure maximum transparency will be used as well.
11. The inauguration of the high-level segment will take place in the afternoon of Tuesday, 7 December. In addition to a ceremonial inauguration with the participation of high-level representatives of the host country, statements will be heard from the Secretary-General of the United Nations, on behalf of the United Nations System, and from other dignitaries. In addition, statements on behalf of groups will be invited, and, if time permits, from national governments.

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<sup>2</sup> FCCC/SBI/2010/10, paragraph 148.

<sup>3</sup> Delegates who intend to make opening remarks on behalf of a group of Parties are kindly requested to inform the secretariat in advance by sending an email to <secretariat@unfccc.int> and to provide a hard copy to the conference officers in advance to facilitate the work of the interpreters.

12. The COP and the CMP will convene in joint meetings on 8–9 December to hear national statements by ministers and other heads of delegation. Given the number of Parties and the limited amount of time available for statements, it will be absolutely necessary to limit the duration of each statement. The recommended time limit is three minutes. A further joint COP and CMP meeting will be convened in the morning of Friday, 10 December, to hear statements from observer organizations.

13. The high-level segment will conclude in the afternoon of Friday, 10 December. Separate meetings of the COP and the CMP will be held to adopt decisions and conclusions emerging from the sessions.

14. Parties may recall the notification of officers for election to bodies established under the Convention and its Kyoto Protocol sent to national focal points on 22 September 2010.<sup>4</sup> Chairs of the regional groups/constituencies are invited to forward nominees for election or appointment to these bodies. Parties are recommended to consult within their respective groups/constituencies concerning the nominations.

15. Parties may wish to come prepared to conduct elections.

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<sup>4</sup> <[http://unfccc.int/files/parties\\_and\\_observers/notifications/application/pdf/notif\\_parties\\_100922.pdf](http://unfccc.int/files/parties_and_observers/notifications/application/pdf/notif_parties_100922.pdf)>.