



INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE



No. 6967-07/IPCC/P27

To the Executive Heads of
International and other Organizations

Annexes: 2

Geneva, 28 August 2007

Sir/Madam,

I am writing on behalf of the Chairman of the Intergovernmental Panel on Climate Change (IPCC) to advise that the Twenty-Seventh Session of the IPCC is scheduled to take place at "El Museo de Ciencias", located in "La Ciudad de las Artes y las Ciencias", Avenida Autopista del Saler nº 1-7, 46013 Valencia, Spain, from 12-17 November 2007.

The Twenty-Seventh Session of the IPCC is scheduled to begin at 10:00 hours on Monday, 12 November 2007. The focus of this meeting will be on the adoption and approval of the draft Synthesis Report of the IPCC Fourth Assessment Report (AR4). The Chairman will also introduce a discussion paper about the future of the IPCC and take up other items that require consideration and decision by the Panel, as indicated in the attached agenda.

Simultaneous interpretation in the official UN languages (Arabic, Chinese, English, French, Russian and Spanish) will be provided during the session. All documentation will be in English only. Copies of the following documents are attached to this letter:

- The provisional agenda of the Twenty-Seventh Session of the IPCC (IPCC-XXVII/Doc. 1);
- A pre-registration form.

Other documentation will be posted on the IPCC website www.ipcc.ch on a page established for the session. Posting of new documents will be notified on www.ipcc.ch. If you wish to receive hard copies of documents by mail, please inform us in advance. Information about hotel booking and visa requirements will also be made available on the IPCC website.

It is with great pleasure that I extend the invitation to participate in the session, through you, to your Organization. I should be grateful if you designate the representative(s) of your Organization to the session and communicate the name(s), affiliation(s), address(es) and phone/fax/e-mail address to me at the IPCC Secretariat, World Meteorological Organization, P.O. Box 2300, 7bis Avenue de la Paix, CH-1211 Geneva 2, Switzerland (fax: +41 22 730 8025/8013) by **5 October 2007**. Unfortunately nominations by e-mail cannot be accepted. As an intergovernmental organization we must have your nomination(s) sent by letter or fax on official letterhead. In addition, to facilitate pre-registration and visa arrangements, each participant is kindly requested to complete the attached registration form. As you may have noted, the participation of delegates with appropriate expertise is vital for the success of the sessions.

Copies of this letter are being sent to the IPCC Contact Point, if any, of your Organization for information.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "R. Christ".

Renate Christ
Secretary of the IPCC