

Our ref.: 5194-22/IPCC/P57

To designated IPCC Focal Points and
Ministries of Foreign Affairs
(if no focal point has been designated)

Geneva, 8 July 2022

Dear Sir/Madam,

On behalf of the Chair of the Intergovernmental Panel on Climate Change (IPCC) I am addressing you on the subject of the Fifty-seventh Session of the IPCC (IPCC-57) scheduled to take place in person from **27 to 30 September 2022** at the Centre International de Conférences Genève (CICG), 17 rue de Varembé, 1202 Geneva, Switzerland. It is with great pleasure that I extend the invitation to participate in this Session, through you, to your Government.

The IPCC-57 will be a usual business Plenary session with agenda items considering the work of the Ad Hoc Group on Elections, and the IPCC Trust Fund Programme and Budget.

Further information about the Session, including the provisional agenda, meeting documents and the information note for participants, will be made available on the IPCC website www.ipcc.ch in the coming weeks.

Simultaneous interpretation in the official UN languages (Arabic, Chinese, English, French, Russian and Spanish) will be provided during the session. Meeting documents will be in English only.

You are hereby cordially invited to nominate representative(s) of your Government to the Session. Please transmit your nominations, with the name and affiliation of the participant **no later than Friday 12 August 2022**. These nominations should be sent to the Secretary of the IPCC, c/o World Meteorological Organization, P.O. Box 2300, 7bis Avenue de la Paix, CH-1211 Geneva 2, Switzerland, or attached to an email message addressed to ipcc-sec@wmo.int. Nominations should be made on official letterhead; as nominations by simple e-mail will not be accepted.

Please pre-register each designated participant, no later than **Monday 19 September 2022**, at the following website: <https://apps.ipcc.ch/register>, using the unique credentials sent to all focal points in advance of the previous session. Please inform the Secretariat if there have been changes to the name of the focal point.

Pre-registered participants will be required to also register at the conference venue, at which point they will receive access to the IPCC PaperSmart system containing the session documents in electronic format. Documents will not be distributed on paper. Participants are therefore encouraged to bring their own devices to the meeting in order to access the PaperSmart system.

Some funding for meeting participation is available from the IPCC Trust Fund to representatives from developing countries and countries with economies in transition. The support is limited to one participant per country and representatives are invited to contact the IPCC in case such a need is identified. Requests for financial support should reach the IPCC Secretariat no later than

Friday 12 August 2022. It should be noted that due to major financial constraints of the IPCC, governments are strongly urged to cover the cost of meeting participation, if at all possible.

Please note that WMO/IPCC shall not be held responsible for any health problems or accidents that the participants may have, nor will WMO/IPCC be responsible for any quarantine costs following a positive COVID test on arrival for those that require it. Participants shall make their own arrangements for life, health and other forms of insurance as they consider appropriate. Participants, when travelling, should ensure to have their insurance card or certificate with them as to international coverage.

Please also note, it is important for those delegates that need to secure a visa to do so as soon as possible.

A copy of this letter is being sent for information to the Ministry of Foreign Affairs and to the Permanent Representatives from your country to the World Meteorological Organization and to the United Nations Environment Programme.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Am', enclosed within a thin black rectangular border.

(Abdalah Mokssit)
Secretary of the IPCC