



NOTIFICATION FOR OBSERVER PARTIES

Fifth meeting of the Advisory Board of the Climate Technology Center and Network

Tuesday 14th to Thursday 16th April 2015

**UN City, Marmorvej 51
2100 Copenhagen, Denmark**

19 February 2015

Dear Sir or Madam,

On behalf of the Chair and Vice-Chair of the Advisory Board to the Climate Technology Center and Network, I am pleased to notify you that the fifth meeting of the Advisory Board will take place in Copenhagen from Tuesday 14th to Thursday 16th April 2015.

The provisional agenda and additional information relevant to the meeting will be available on the CTCN website: ctc-n.org.

In accordance with decision 14/CP.18 (*Arrangements to make the Climate Technology Centre and Network fully operational*), the meetings of the Advisory Board of the CTCN will be open to observers. Such observers include Parties, observer States and UNFCCC admitted organizations. Given space limitations, access may have to be limited.

Interested Parties and observer States must register for the meeting using the Observer Registration Form which is available on the CTCN website: ctc-n.org. Confirmation by the National Focal Point is provided for in the form. The Observer Registration Form should be sent by e-mail to UNEP at the following address: giulia.ferrini.affiliate@unep.org.

The deadline for registration as an observer is **Friday, 27th March 2015, 1700 hrs. Central European Time.** In view of the need to confirm the arrangements for the meeting as early as possible, please be advised that UNEP may not be in a position to process Observer Registration Forms received after the deadline and that observer seats can only be granted up to the maximum number of seats available.

Yours sincerely,

Jukka Uosukainen
CTCN Director