



NOTIFICATION FOR NON-GOVERNMENTAL ORGANIZATIONS

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

Monday 11th to Wednesday 13th April 2016

UNIDO Headquarters
Vienna International Centre, Wagramer Strasse 5, A-1400 Vienna, Austria

23 February 2016

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 seventh meeting of the Advisory Board will take place in Vienna from Monday 11th to Wednesday 13th April 2016. 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 accredited observers.

Representatives from NGOs nominated by the Constituency Focal Point must register for the meeting using the Observer Registration Form for NGOs, which is sent to Constituency Focal Points. Confirmation by the Constituency Focal Point is provided for in the form. The Observer Registration Form should be sent via e-mail by the Constituency Focal Point to UNEP at the following addresses: nima.joshi@unep.org and giulia.ferrini.affiliate@unep.org.

The deadline for registration as an observer is **Friday, 18th March 2016, 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