

Our ref.: 5226-14/IPCC/GEN

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

COPY

Geneva, 12 June 2014

Sir/Madam,

You may recall that the Panel at its 39th Session decided to hold a meeting of the Task Group on the Future Work of the IPCC prior to the 40th Session of the IPCC.

On behalf of the Co-chairs of the Task Group on the Future Work of the IPCC, I am pleased to invite you to attend the second meeting of the Task Group which will take place from 16 to 17 September 2014 in Salle Obasi (salle A), in WMO Building, 7bis, Avenue de la Paix, Geneva.

Further information will be posted on the webpage dedicated for the future work of the IPCC at the following URL link: <http://www.ipcc.ch/apps/future/> where recent and ongoing activities can be accessed. The provisional agenda will be made available at a later stage.

May I kindly ask you to confirm your participation and communicate the name and affiliation of the representative(s) of your Government to me at the IPCC Secretariat, World Meteorological Organization, P.O. Box 2300, 7bis Avenue de la Paix, CH-1211 Geneva 2, Switzerland, under an official letterhead as an attachment to an e-mail addressed to ipcc-sec@wmo.int by **31 July 2014**. Nominations by simple e-mail cannot be accepted; as an intergovernmental organization we must receive your nomination(s) under an official letterhead.

In addition, please pre-register each designated participant at the following website: <http://www.ipcc.ch/register/>. Please use your unique credentials that you have already received for previous IPCC meetings to access the password-protected site. Should there be a change of the Focal Point, please inform the Secretariat.

Limited financial support is available from the IPCC Trust Fund to representatives from the developing countries and countries with economies in transition, one per country. Nominations for financial support should reach me no later than **17 July 2014**. I request that this deadline be strictly adhered to because of the time required for the logistics of delivering the support.

A copy of this letter is being sent to the Ministry for Foreign Affairs, the Permanent Representative with WMO and Focal Point(s) of UNEP of your country for information.

Yours sincerely,



(Renate Christ)
Secretary of the IPCC