

Our ref.: 5275-22/IPCC/P58

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

COPY

Geneva, 22 December 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-eighth Session of the IPCC (IPCC-58) scheduled to take place in person from **13 to 17 March 2023** at the Congress Kursaal Interlaken, Strandbadstrasse 44, 3800 Interlaken, Switzerland, at the kind invitation of the Government of Switzerland. It is with great pleasure that I extend the invitation to participate in this Session, through you, to your Government.

The main agenda item of the Fifty-eighth Session of the IPCC will be the adoption and approval of the Synthesis Report of the IPCC Sixth Assessment Report (AR6).

Further information about the Session, including the provisional agenda, meeting documents and an information note for participants will be made available on the IPCC website www.ipcc.ch. Confidential pre-session documents will be provided under the “documents” menu in the registration portal: <https://apps.ipcc.ch/register>.

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.

As the host country agreement for the session is being finalized and in order to optimize time, I would like to encourage you to start to nominate representative(s) of your Government to the Session. Allow me to recall that the participation of delegates with appropriate expertise is vital for the success of this Session. **Please also note, it is of utmost importance for those delegates that need to secure a visa to do so as soon as possible.** For more information about the visa please refer to the visa section of the information note for participants.

Please transmit your nominations, with the name and affiliation of the participant **no later than Friday 27 January 2023**. 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 note that, as recommended by the IPCC Conflict of Interest Committee, in order to prevent situations in which a conflict of interest may arise, individuals directly involved in or leading the preparation of IPCC reports should avoid being in a position to approve, adopt, or accept on behalf of any government the text in which he/she was directly involved.

Please pre-register each designated participant, no later than **Monday 27 February 2023**, 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.

Funding for meeting participation is available from the IPCC Trust Fund for representatives from developing countries and countries with economies in transition. The support is limited to one participant per country and participants 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 20 January 2023**.

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.

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,



(Abdalah Mokssit)
Secretary of the IPCC