



**UNITED  
NATIONS**



**Framework Convention on  
Climate Change**

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**ENGLISH ONLY**

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**CONFERENCE OF THE PARTIES**

First session

Berlin, 28 March - 7 April 1995

**INFORMATION FOR PARTICIPANTS AT THE  
FIRST SESSION OF THE CONFERENCE OF THE PARTIES**

The first session of the Conference of the Parties (COP 1) to the United Nations Framework Convention on Climate Change will be held from 28 March to 7 April 1995 at Berlin, Germany. The present document contains some general information that may be helpful for participants during the Conference.

The first session of the Conference was convened by the head of the interim secretariat of the Convention and will be hosted by the Government of the Federal Republic of Germany in accordance with Article 7.4 of the Convention and General Assembly resolutions 48/189 of 21 December 1993 and 49/120 of 19 December 1994. It will be organized in two segments, one at the level of senior officials (28 March - 4 April 1995) and one at the ministerial level (5 - 7 April 1995).

TXL.95-029

1. Venue of the meeting

The Conference will be held at the International Congress Centre (ICC) in Berlin:

ICC Messedamm  
Neue Kantstrasse 1  
D-14057 Berlin  
Telephone: (49-30) 30380  
Fax:(49-30) 3038-3032

The Conference will be opened on Tuesday, 28 March 1995 at 10 a.m., in the ICC Plenary Hall.

Please note that the plenary meetings will be transmitted by means of closed-circuit television on monitors throughout the ICC and shown on a large video screen in conference room 3.

2. Conference secretariat

The head of the Conference secretariat is Mr. Michael Zammit Cutajar, Executive Secretary, interim secretariat of the United Nations Framework Convention on Climate Change.

Mr. Sálvano Briceño, is responsible for the overall coordination of liaison with participants, for logistical support, and for liaison with the National Organization Committee. He may be reached at the following address:

Climate Change Secretariat (UNFCCC)  
Room 47  
ICC Messedamm  
Neue Kantstrasse 1  
D-14057 Berlin  
Telephone: (49-30) 3038-5408  
Fax:(49-30) 3038-5338

3. National Organization Committee

The Federal Government of Germany has appointed Mr. Manfred Plaetrich, Director General, Federal Ministry for the Environment, Nature Conservation and Nuclear Safety, as the national coordinator for the Conference. He may be contacted at the following address:

Bundesministerium für Umwelt, Naturschutz und Reaktorsicherheit  
Room 27  
ICC Messedamm  
Neue Kantstrasse 1  
D-14057 Berlin  
Telephone: (49-30) 3038-5226  
Fax: (49-30) 3038-5227

4. Credentials of delegates of Parties

The credentials of representatives of Parties and the names of alternate representatives and advisers must be issued either by the head of State or Government or by the Minister of Foreign Affairs. To ensure full participation in the work of the Conference, it is necessary that representatives of Parties be provided with full powers to participate in the session, and, if necessary, to serve as officers of COP 1 and any sessional committees or working groups, as well as officers of the subsidiary bodies established by the Convention.

Credentials must be submitted to the secretariat of the Convention. Ms. Silvana F. da Silva and Mr. Horacio Peluffo (Room 15-16, Tel: (49-30) 3038-5436) are the secretariat officers responsible for credentials. The Bureau of COP 1 will examine the credentials and report to the session.

5. Registration

Please note that only individuals who have been officially appointed as representatives of Parties, observer States, United Nations bodies or specialized agencies, and intergovernmental organizations and non-governmental organizations listed in document FCCC/CP/1995/3 may be registered. Intergovernmental organizations and non-governmental organizations should note that they will become officially accredited observers to the Conference, following the consideration of the relevant agenda item by the Parties.

Registration will take place at the main entrance of the ICC. Registration will begin on Friday, 24 March at 10 a.m. and will be open during the following hours:

Friday 24 - Sunday 26 March	10 a.m. - 5 p.m.
Monday 27 and Tuesday 28 March	8 a.m. - 6 p.m.
Wednesday 29 March - Tuesday 4 April	9 a.m. - 6 p.m.
Wednesday 5 April	8 a.m. - 6 p.m.
Thursday 6 and Friday 7 April	9 a.m. - 6 p.m.

From 24 to 28 March and on 5 April, because of the large number of people expected to attend the Conference, registration for all media representatives will take place at a special media registration desk at the ICC entrance "Kleiner Stern" which can be reached from Hammerskjoldplatz. On all other days, registration for the media will take place at the main entrance of the ICC.

Participants are urged to register as early as possible before the opening day of the Conference.

#### 6. Badges

All registered persons attending COP 1 will be issued a special pass enabling them to enter the main Conference area. Participants are asked to wear their passes at all times as they will be allowed access to the Conference area only upon its presentation. No duplicate badges will be issued.

Please note that the badge will be stamped on the back with a logo, which will allow those attending the Conference to use Berlin's public transport free of charge throughout the Conference period.

#### 7. Contacts with delegates

Given the large attendance expected at the Conference, members of the press and representatives of non-governmental organizations are urged not to contact delegates inside the conference rooms, so that the conference proceedings are not disrupted. The ICC offers many other areas where private talks and consultations may be conducted.

#### 8. Additional services for participants at the ICC

The ICC has a post office, banking facilities, a travel agency, a Lufthansa check-in desk, restaurants and medical services. A computer facility area is made available by the Conference secretariat, with the assistance of the Association of Progressive Communicators (APC). Participants can send and receive electronic mail, access on-line information resources on the Internet (including the World Wide Web), and undertake basic word

processing tasks. There is no charge for these services. The computer facility is located in the central hallway of the ground floor of the ICC, in the vicinity of the "meeting point".

(a) Offices for non-governmental organizations

Some offices and meeting rooms that include office equipment will be made available on the Conference premises, free of charge, for non-governmental organizations.

The environmental non-governmental organizations have been allocated Rooms I, K and M (including an office) in hall 15.2.

The business non-governmental organizations have been allocated Rooms F, G and L (including an office) also in hall 15.2.

(b) Office / secretarial services

Desks are available to all participants and observers on a first come first served basis in hall 15.1. In addition, a typing pool is available, against payment, at the counter located in the same area.

A photocopying centre, located in hall 15.2, is available to all participants and observers, free of charge, by courtesy of the Government of Germany.

(c) Press

(i) Press centre

An international press centre with the necessary technical equipment will be provided for accredited journalists by the Government of Germany.

(ii) Accreditation

For information on United Nations accreditation, please contact:

Mr. Michael Williams  
ICC Messedamm  
Neue Kantstrasse 1  
D-14057 Berlin  
Telephone: (49-30) 3038-5323  
Fax: (49.30) 3038-5338

(iii) Press conference

A daily press conference will be held in conference room 3.

(d) Distribution of documents

- (i) Representatives of Parties, observer States, United Nations system bodies and intergovernmental organizations.

Documentation for the Conference will be made available in individual boxes, by country or organization, located at the document distribution area at the left of the Plenary Hall entrance.

- (ii) Representatives of NGOs

Documentation for the Conference will be made available at the counter of the photocopying centre (hall 15.2), soon after official distribution.

- (iii) Press

Documentation for the Conference will be made available in the press centre, soon after official distribution.

**All Conference participants and observers are urged to bring their documentation to meetings so as to avoid the unnecessary printing of additional copies of documents.**

(e) Information materials

- (i) States Parties, observer States, United Nations system bodies and intergovernmental organizations wishing to make available information material, are requested to bring five copies of such material to the office of Mr. William Bunch, Documents Planning and Control Officer, in room 50. Subsequently, the material should be taken to the document distribution area at the left of the Plenary Hall entrance. Those wishing to distribute papers inside the conference room should contact the Secretary of the meeting concerned.

- (ii) Non-governmental organizations wishing to make their information material available to delegations of States Parties, observer States, United Nations system bodies and intergovernmental organizations, are requested to bring them to the NGO Liaison Office, in room 56, which can be reached from hall 15.2.

- (iii) Those wishing to distribute any papers to non-governmental organizations should take copies to the NGO Liaison Office, in room 56, which can be reached from hall 15.2.
- (iv) Those wishing to distribute any papers to representatives of the media should take copies to the Media Liaison Office, at the Press Centre.

9. Useful contact names

Secretary of the Conference  
(including list of speakers and  
meeting room assignment):

Mr. Vladimir Zelenov (3038-5412)

Liaison with delegates:

Mr. Horacio Peluffo (3038-5436)

Liaison with media (including  
media registration):

Mr. Michael Williams (3038-5323)

Liaison with observer organizations  
(United Nations system, intergovernmental  
organizations and non-governmental  
organizations):

Ms. Silvana F. da Silva (3038-5422)

(3038-5422) Special events:

Ms. Caroline Lockhart

Information system and registration

Mr. Janos Pasztor (3038-5425)

10. Daily Journal

The daily Journal will contain a schedule of meetings and a brief summary on informal meetings of the Conference, as well as information on special events held during the Conference. The Journal may be obtained at the document distribution areas, as well as at the information desk and other locations in the Conference area. In addition, the information contained in the Journal will also be available on bulletin boards and closed-circuit television monitors throughout the conference area.

11. Additional events

A special calendar of cultural events being held in Berlin on the occasion of the Conference will be available to participants, by courtesy of the Government of Germany.

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