Ref.: SCBD/CPU/DC/WM/ZJ/AB/90552 22 September 2022

# NOTIFICATION

**Invitation for nominations to the Biosafety Clearing-House Training Workshop**

**5-6 December 2022 - Montreal, Canada**

Dear Madam/Sir,

I am pleased to announce that the Secretariat of the Convention on Biological Diversity (CBD), in collaboration with and support from the “UNEP‑GEF Project for Sustainable Capacity Building for Effective Participation in the Biosafety Clearing-House” (BCH III Project), will convene a “Biosafety Clearing-House Training Workshop” on 5-6 December 2022 in Montreal, Canada, on the margins of the tenth meeting of the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety (CP-MOP-10).

The training workshop is being offered to the National Focal Points and National Authorized Users for the Biosafety Clearing-House (BCH) from all country Parties to the Cartagena Protocol, especially those who have endorsed the UNEP-GEF BCH III Project. The main objectives of the two-day workshop are:

* To provide general information on the BCH, its relevance to the Cartagena Protocol and its role in the exchange of information about decisions on living modified organisms; and
* To present the new BCH interface and provide hands-on training on searching and submitting information, including examination of case studies and discussion sessions about the BCH.

Nominations should be sent in the form of an official letter addressed to the Executive Secretary of the CBD, providing the name and contact details of the delegate, and must be accompanied by the participant’s pre-registration form, enclosed herewith, duly completed and endorsed by the National Focal Point for the Cartagena Protocol on Biosafety. Please note that the nominees must be also accredited as national representatives to attend CP-MOP-10. The documents should be sent to the Secretariat as soon as possible but **no later than 10 October 2022**. Due to the limited capacity of the training venue, placement for the workshop will be on a first-come, first-served basis.

The workshop will be conducted in the English language. The level of ability to speak and understand English should be, therefore, taken into account when nominating participants.

Please accept, Madam/Sir, the assurances of my highest consideration.

Elizabeth Maruma Mrema

Executive Secretary

Enclosure

Biosafety Clearing-House (BCH) Training Workshop

5-6 December 2022 – Montreal, Canada

**Pre-Registration Form (please type or print)**

Mr. / ð Ms. / ð Dr. / ð Prof.

NAME AND COUNTRY OF NOMINEE

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_COUNTRY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you a National Focal Point or National Authorized User for the BCH?

 BCH National Focal Point  BCH National Authorized User

Have you ever participated in any previous BCH trainings? Yes No

List the ways in which you use the BCH, e.g., ‘Searching for information, ‘Submitting information, etc.:

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What is your proficiency level in English?

Speak:  Poor  Medium  Good  Excellent

Understand:  Poor  Medium  Good  Excellent

Name of the organization:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employment Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Telephone: + (\_\_\_\_\_)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax: + (\_\_\_\_\_)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you officially nominated to attend the tenth meeting of the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety (CP-MOP-10)? Yes No

Are you officially nominated to attend the fifth meeting of the Open-ended Working Group on the Post-2020 Global Biodiversity Framework (WG2020-5)? Yes No

*This form continues on the next page.*

*This form is continued from the previous page:*

Do you require Daily Subsistence Allowance (DSA) to attend this workshop? Yes No

Do you require a ticket to Montreal, Canada? Yes No. If “Yes”, what is your departing city and country?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of BCH Focal Point / BCH National Authorised User: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_

Name of the Cartagena Protocol Focal Point: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of the Cartagena Protocol Focal Point: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_**

***Please return duly completed and signed scanned copy by email or fax no later than 10 October 2022* *to:***

Secretariat of the Convention on Biological Diversity

Fax: + 1 (514) 288-6588

E-mail: [secretariat@cbd.int](mailto:secretariat@cbd.int)