

NOTIFICATION**Nomination of experts to the Capacity-building workshop on synthetic biology
3-7 November 2025 – Isle of Vilm, Germany**

Dear Sir or Madam,

In its decision [16/21](#), the Conference of the Parties requested Parties to provide financial and technical support for capacity-building and development and for technology transfer initiatives, including for research and development and for assessment in the field of synthetic biology. Further, the Conference of the Parties requested the Executive Secretary, subject to the availability of resources, to facilitate capacity-building activities on synthetic biology.

In response to this request, the Federal Agency for Nature Conservation of Germany and the Secretariat of the Convention on Biological Diversity, with financial support from the Ministry for the Environment, Climate Action, Nature Conservation and Nuclear Safety of Germany, are co-organizing a capacity-building workshop on synthetic biology, to be held on the Isle of Vilm, Germany from **3 to 7 November 2025**.

The objective of the workshop is to provide a platform for participants to become more acquainted with the processes under the Convention on Biological Diversity, to learn about the most recent developments within the field of synthetic biology and to exchange experiences and information related to synthetic biology and its assessment. The workshop will also provide an opportunity for participants to share their different regional needs for capacity-building and development, access to and transfer of technology and knowledge-sharing and their needs and priorities with regard to synthetic biology in the context of the Kunming-Montreal Global Biodiversity Framework.

Accordingly, I am pleased to invite Parties to nominate a representative to take part in the workshop. The nominee must be involved, or expected to be involved, in the field of synthetic biology and must have an understanding of molecular biology, biotechnology and biology concepts related to synthetic biology. The workshop will be conducted in English.

The official nomination letter must be accompanied by the candidate's curriculum vitae and the nomination form (Annex I), duly completed, indicating the activities in which the nominee has been involved that are relevant to synthetic biology, as well as the anticipated benefits of the workshop. For nominations of participants from Parties eligible for funding, candidates should include a completed HR Mini Master Registration Form (Annex II – Parts A and B in Word format) and a copy of the bio page of a valid national passport. Annexes I and II are available at the following link: <https://bch.cbd.int/synbio/ntf-annex-capacity-building-workshop.docx>.

Participants will be selected on the basis of their relevant expertise, as well as geographical representation and gender balance. Only complete forms and nominations submitted through the National Focal Point to the Convention on Biological Diversity will be considered.

Due to the limited availability of funds for the workshop, only selected nominees from eligible Parties to the Convention on Biological Diversity will receive financial assistance to cover the cost of travel

To: CBD national focal points

cc: Cartagena Protocol national focal points, ABS national focal points

and a daily subsistence allowance. Accommodation and catering will be provided by the hosts for all selected participants.

Nominations should be sent to the Secretariat via e-mail to secretariat@cbd.int. In order to enable the Secretariat to finalize arrangements for the workshop in a timely manner, it would be appreciated if nominations are sent as soon as possible but **no later than 5 September 2025**. Applications received after this deadline will not be considered.

Thank you for your continued cooperation and support to the work of the Convention on Biological Diversity.

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

(Signed) Astrid Schomaker
Executive Secretary