

20 September 2001

**NOTIFICATION**

Dear Madam/Sir,

**Re: Open-ended Inter-sessional Meeting on the Strategic Plan, National Reports and the Implementation of the Convention (MSP)**

I have the honour to inform you that, pursuant to decision V/20 of the Conference of the Parties, the Open-ended Inter-sessional Meeting on the Strategic Plan, National Reports and the Implementation of the Convention (MSP) will be held in Montreal, Canada from 19 to 21 November 2001 back to back with SBSTTA-7 which will be held at the same venue from 12 to 16 November 2001.

Copies of the pre-session documentation for the meeting are enclosed along with the agenda and annotated provisional agenda. Also enclosed is an information for participants note which includes a pre-registration form. Participants are kindly requested to fill in the pre-registration form and return it to the Secretariat at their earliest convenience. The documentation is also available on the website of the Secretariat at <http://www.biodiv.org>.

Kindly inform the Secretariat of the name and contact address of the officially designated delegate(s) of your Government at the earliest convenience, but not later than **26 October 2001** in order to enable travel arrangements to be made for eligible participants. Subject to the availability of contributions in the Special Voluntary Trust Fund (BZ) established by Decision V/22 for facilitating participation of Parties in the Convention process, the Secretariat will be in a position to finance the participation in both meetings of one representative from each of the developing countries Party to the Convention, in particular, the least developed countries and small island developing States, and countries with economies in transition.

To: CBD National Focal Points

In view of the budget constraints and in order to allow more countries to attend the meeting, the Secretariat will be using special-fare tickets, which impose restrictions about changing the passenger's name and dates of travel upon issuance of the ticket. In this respect, kindly note that it will not be possible for the Secretariat to accommodate such changes if they are received after **2 November 2001**.

Accept, Madam/Sir, the assurance of my highest consideration.

[signed]

Hamdallah Zedan  
Executive Secretary