



Convention on Biological Diversity

Secretariat

Ref.: SCBD/STTM/JM/va/45702

23 November 2004

NOTIFICATION

Dear Madam/Sir,

Re: Tenth Meeting of the Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA-10), 7-11 February 2005, Bangkok, Thailand
and
Third meeting of the Ad Hoc Open-ended Working Group on Access and Benefit-Sharing (ABS WG-3), 14 - 18 February 2005, Bangkok, Thailand

I am pleased to inform you that the tenth meeting of the Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA-10) and the third meeting of the Ad Hoc Open-ended Working Group on Access and Benefit-Sharing (ABS WG-3) will be held back-to-back in Bangkok, Thailand respectively from 7 to 11 February 2005 and from 14 to 18 February 2005 at the United Nations Conference Center (UNCC).

Please find attached herewith the provisional agendas, the document "Information for Participants" and the pre-registration form for both meetings. These documents, together with the annotated provisional agenda are also posted on the Secretariat's website, at www.biodiv.org. The pre-session documentation for both meetings will be made available as soon as finalized.

Subject to the availability of contributions to the Special Voluntary Trust Fund (BZ) established by decision VII/34 for facilitating participation of Parties in the Convention process, the Secretariat will be in a position to finance the participation of **only one representative** from each of the developing countries Parties to the Convention, including the least developed countries, small island developing States, other developing countries and countries with economies in transition, **for both meetings**. The participation of additional representative(s) will have to be funded directly by your Government.

Please advise the Secretariat of the name(s) and coordinates of your government's officially designated representative(s) to this meeting at your earliest convenience but no later than **31 December 2004** to enable travel arrangements to be made for eligible participants in good time. In view of the budget constraints and in order to allow the maximum number of countries to participate in the meeting, the Secretariat would be using special air fare tickets for sponsored delegates, which impose restrictions with respect to the changing of passenger's name, travel dates and itinerary.

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

Hamdallah Zedan
Executive Secretary

To: All CBD, SBSTTA and ABS National Focal Points



United Nations
Environment
Programme

Tel.: (514) 288-2220
Fax: (514) 288-6588

**PLEASE NOTE OUR NEW
ADDRESS EFFECTIVE 06 DEC.
2004 !**

website: www.biodiv.org
e-mail: secretariat@biodiv.org

World Trade Centre Building
413 Saint-Jacques Street, Suite 800
Montréal, Québec, Canada H2Y 1N9

TENTH MEETING OF THE SUBSIDIARY BODY ON SCIENTIFIC, TECHNICAL AND TECHNOLOGICAL
ADVICE (SBSTTA-10)

7 – 11 FEBRUARY 2005, BANGKOK, THAILAND

Pre-Registration Form (Please print)

Due to the number of forms involved, the Secretariat will not be able to acknowledge receipt of individual applications. Pre-registered participants will only be contacted in cases where further information is needed.

Mr. / Mrs. / Ms. / Amb. / Dr. / Prof. Female Male

FAMILY NAME: _____

FIRST NAME: _____

FUNCTION/TITLE: : _____

Have you attended CBD meeting(s) before?: Yes No

Representing:

GOVERNMENT: _____

Ministry/department/agency: _____

OR

ORGANIZATION: _____

(SHORT NAME / ACRONYM): _____

(Check one) UN/ Specialized Agency Inter-governmental organization Non-governmental organization Indigenous and local community organization Media Industry Other

Official Address: _____

Telephone : + (_____) _____

Fax : + (_____) _____

Telex : + (_____) _____

E-MAIL : _____

URL: _____

Signature : _____ Date: _____

Preferred languages :

- English
- French
- Spanish
- Russian
- Arabic
- Chinese

Please return duly completed no later than 31 December 2004 to:

Secretariat of the Convention on Biological Diversity
World Trade Center
413 Saint-Jacques St., Suite 800
Montreal, Quebec, Canada
H2Y 1N9
Fax : + 1 (514) 288-6588
E-mail: secretariat@biodiv.org

Based on the received and duly completed pre-registration forms, badges will be prepared and handed over at the Registration Desk **only upon the presentation of a valid passport or an identification card.**

Third Meeting of the Ad Hoc Open-ended Working Group on Access and Benefit-Sharing (ABS WG-3), 14 to 18 February 2005 (Bangkok, Thailand)

Pre-Registration Form (Please print)

Due to the number of forms involved, the Secretariat will not be able to acknowledge receipt of individual applications. Pre-registered participants will only be contacted in cases where further information is needed.

Mr. / Mrs. / Ms. / Amb. / Dr. / Prof. Female Male

FAMILY NAME: _____

FIRST NAME: _____

FUNCTION/TITLE: : _____

Have you attended CBD meeting(s) before?: Yes No

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(SHORT NAME / ACRONYM): _____

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