



Secretariat of the Convention on Biological Diversity



Achieving the
2010
Biodiversity
Target

ITS/NR/LC/MC/55455

28 July 2006

NOTIFICATION

Subject: Guidelines for the Fourth National Report

Dear Sir/Madam,

I am pleased to advise that the guidelines for the fourth national report have been finalized. The English version of the guidelines is now available on the Convention's website at <http://www.biodiv.org/reports/guidelines.aspx>, and translations of the guidelines in the five other official languages of the United Nations will be available shortly.

These guidelines have been finalized and are being made available to Parties following [decision VIII/14](#), paragraph 17, of the Conference of the Parties. Parties are requested to make use of the guidelines in preparing their fourth national report. As required by decision VIII/14, paragraph 4, Parties must submit their fourth national report to the Secretariat **no later than 30 March 2009**.

As requested in paragraph 18 (d) of the same decision, the Executive Secretary, in collaboration with relevant international organizations, will facilitate the provision of support to Parties for preparing the fourth national report, including developing some supporting tools, organizing workshops to strengthen capacities for preparing national reports and facilitating access to funds by eligible Parties. In addition, paragraph 5 of the decision invites Parties that anticipate that they may encounter difficulty in completing their reports by the deadline to advise the Secretariat in advance.

The experiences and lessons learned in the three rounds of national reporting under the Convention have clearly indicated that the timely submission of national reports is essential for the review and decision-making processes of the Convention. I sincerely hope that all Parties will submit their fourth national reports by the date required by the Conference of the Parties so as to enable it to assess national implementation of the Convention, including progress towards the 2010 target.

I thank you very much in advance for your cooperation and support.

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

Ahmed Djoghlaif
Executive Secretary

To: CBD National Focal Points



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