

Ref.: SCBD/RMCS/AD/lp/72537

2 July 2010

NOTIFICATION

Registration procedure for Poster sessions for COP/MOP-5 and COP-10

Dear Madam/Sir,

The purpose of this notification is to draw your attention to the registration procedures for the application for the poster sessions for COP/MOP-5 and COP-10 in Nagoya, Japan in October 2010. The information is provided by the Government of Japan as follows:

1. *Periods of Poster session*

Applications for posters will be accepted for MOP-5 and COP-10 separately on a first-come, first-served basis. Each accepted applicant will be given one space for a poster and each poster will be displayed for 5 days:

MOP-5 (11 - 15 Oct. 2010);

COP-10 (18 - 22 Oct. 2010 **OR** 25 - 29 Oct. 2010).

2. *Themes of posters*

Contents of posters presented are expected to be related to the MOP-5 or the COP-10 Agenda.

Applications for posters related to the themes of the CEPA fair and the Rio pavilion should be sent directly to the CEPA fair (Information Note for Participants, heading 19.) or the Rio pavilion (Information Note for Participants, heading 20).

3. *Application deadline is 31 August 2010.*

In order to register, please send an e-mail in English to the Secretariat of the Government of Japan (GOJ) (E-mail address for submission: cop10-sgoj-poster@mofa.go.jp). The subject line of e-mail should be "MOP-5 Poster Registration" or "COP-10 Poster Registration" and the main body of the e-mail should include following information. After submission, the GOJ will send an allocation number of the poster to the contact person/applicant.

1. Applicant's name
2. Co-authors' names
3. Country
4. Affiliation, Organization
5. Contact information (E-mail address, Telephone and Fax numbers)

All CPB, CBD National Focal Points, International Organizations

6. Title of the poster
7. Key phrases (Please pick out 3-5 phrases from the COP-10 or the MOP-5 Agenda relating your poster to the agenda items).
MOP-5: <http://www.cbd.int/doc/meetings/bs/mop-05/official/mop-05-01-en.pdf>;
COP-10: <http://www.cbd.int/doc/meetings/cop/cop-10/official/cop-10-01-en.pdf>
8. Abstract (outline of the poster around 100 words)

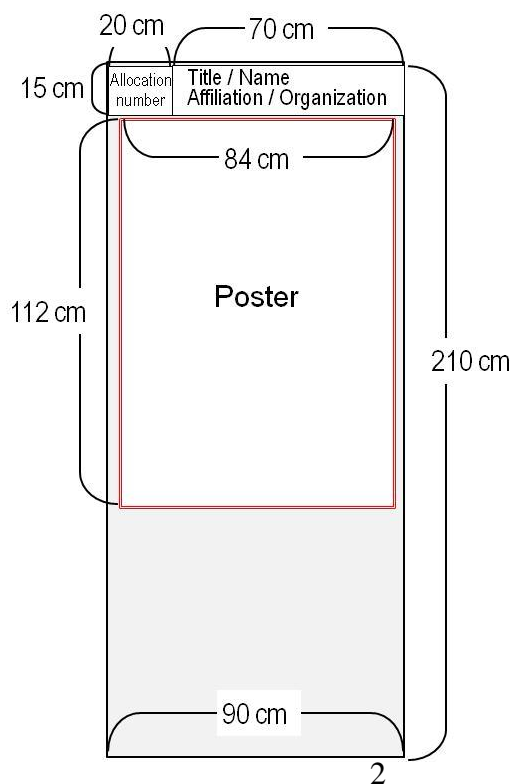
The registration process will be considered complete when all of the information requested above is confirmed by the GOJ and the contact person/applicant receives the confirmation e-mail from the GOJ.

4. *Poster size and display of poster*

- ✧ Poster should be smaller or equal to W84cm x H112cm (W33 inches x H44 inches)
- ✧ In front of some poster panels there will be desks to exhibit UN documentation. Presenters cannot use these desks.
- ✧ No internet connection is available at these locations
- ✧ Plates of Allocation numbers, Titles, and Affiliation or Organization Names will be prepared by the Secretariat of the GOJ.
- ✧ Presenters are responsible for setting-up/hanging of poster and its removal. Please post on the first day and remove on the last day of the each period by the time shown in the following table. Posters that are left on the panels after the time of removal will be removed and discarded by the GOJ.

	Posting	Removal
MOP	9:45, 11 Oct.	20:00, 15 Oct.
COP (1st week)	9:45, 18 Oct.	20:00, 22 Oct.
COP (2nd week)	9:45, 25 Oct.	18:30, 29 Oct.

Image of a panel for posting



◆ Contact point for inquiries

The Secretariat of the Government of Japan for the tenth meeting of the Conference of the Parties to the Convention on Biological Diversity, Tokyo, Japan.

E-mail: cop10-sgoj-poster@mofa.go.jp

Tel: +81-3-5501-8495

Fax: +81-3-5501-8175

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

Ahmed Djoghlaif
Executive Secretary