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2 June 2014

NOTIFICATION

Print on demand system for In-session documentation for WGRI 5 and SBSTTA 18

Madam/Sir,

In an effort to reduce paper consumption during all the official CBD meetings, I am pleased to inform you that the Secretariat will be introducing a pilot print on demand system during the fifth meeting of the Ad Hoc Open-ended Working Group on Review of Implementation of the Convention (WGRI 5) and the eighteenth meeting of the Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA 18) to be held in Montreal, Canada from 16 to 20 June and from 23 to 28 June 2014, respectively.

The system will enable delegates to print copies of the documents on demand as they become available. The in-sessions documents will be available through the wi-fi network. Once delegates have identified the document they wish to have in a hard copy format, the system will allow for the print request and the requested copy will be made available at the Documents Distribution counter located on the 4th floor of the ICAO meeting venue.

Participants are strongly encouraged to use electronic documents. However, it would be possible to request hardcopies through the use of personal laptops or of the computers that will be available at the Internet Café located on the 1st floor of the ICAO meeting venue and adjacent to the Documents Distribution counter on the 4th floor to access the system.

Those participants that do not wish to use the print on demand system for their copies of the in-session documentation should inform the Secretariat to that effect by e-mail to: secretariat@cbd.int, at your earliest convenience but no later than 10 June 2014. Arrangements will be made for documents to be available at the Documents Distribution counter.

During this pilot phase, Secretariat staff will provide support and assist participants with their technical needs, including providing delegations with a demonstration and training on the operations of the print on demand system.

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

Braulio Ferreira de Souza Dias
Executive Secretary

To: CBD National Focal Points, SBSTTA Focal Points and relevant Organizations



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