



Ref.: SCBD/OES/PPP/RH/MC/86708

13 October 2017

## NOTIFICATION

### **Pre-SBSTTA 21 Capacity-building Workshops on the Sixth National Report Saturday, 9 December 2017 and Sunday, 10 December 2017 – Palais des Congrès, Montreal**

Dear Madam/Sir,

Further to decision XIII/27 on national reporting, I am pleased to inform you that a capacity-building workshop on the sixth national report to the Convention on Biological Diversity is being jointly organized by the United Nations Development Programme (UNDP), UN Environment, the Food and Agriculture Organization of the United Nations (FAO) and the Secretariat of the Convention on Biological Diversity (SCBD). The workshop will be held on Saturday, 9 December 2017, from 10 a.m. to 5 p.m. at Palais des Congrès in Montreal. The meetings of SBSTTA-21 and WG8j-10 will take place at the same location from 11 to 16 December 2017.

The objective of the workshop is to expose participants to available support material and tools that could facilitate their work on the preparation of the sixth national report, which is due on 31 December 2018. The workshop will also allow participants to share their experiences to date in preparing the sixth national report. In addition, participants will be provided with an opportunity to liaise with SCBD and the other implementing agencies on various matters related to the reporting process.

A second workshop on the use of spatial data to support the preparation of the sixth national reports is being organized by UNDP and UN Environment on 10 December 2017 at the same venue.

The workshops are open to all delegates attending the SBSTTA-21 and WG8j-10 meetings and/or meetings held in the week preceding them. For delegates from eligible countries, it is envisaged that a daily subsistence allowance will be provided, however no travel support is available.

All interested Parties should send a letter addressed to the Executive Secretary, signed by the National Focal Point, confirming the participation of their delegate or delegates in the workshop or workshops (please indicate if registration is for one or both workshops). A copy of the letter confirming their registration for the SBSTTA-21 and WG8j-10 meetings must be attached. This correspondence should be forwarded, as soon as possible, but **no later than 3 November 2017** (scanned and attached to an e-mail addressed to [secretariat@cbd.int](mailto:secretariat@cbd.int), or faxed to +1 (514) 288-6588).

Thank you in advance for your cooperation and continued support for the work of the Convention.

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

Cristiana Paşca Palmer, PhD  
Executive Secretary

To: CBD National Focal Points, SBSTTA National Focal Points, Article 8j National Focal Points