Ref.: SCBD/CPU/DC/MA/MW/88481 13 November 2019

**N O T I F I C A T I O N**

**Nomination of Experts to the Western, Central and Eastern Asian Training Course on Risk Assessment of Living Modified Organisms**

**13-17 April 2020 – Ulaanbaatar, Mongolia**

Dear Madam/Sir,

In its decisions [BS-VI/12](https://www.cbd.int/decision/mop/default.shtml?id=13245) and [CP-VIII/12](https://www.cbd.int/doc/decisions/mop-08/mop-08-dec-12-en.pdf), the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety requested the Executive Secretary, subject to the availability of resources, to support regional and subregional capacity-building activities on risk assessment of living modified organisms.

In response to this request, and with support from the Government of the Republic of Korea through the Korea Biosafety Capacity-Building Initiative, the Secretariat of the Convention on Biological Diversity is organizing a training course on risk assessment, to be held in Ulaanbaatar, Mongolia from 13 to 17 April 2020, with the objective of providing theoretical and hands-on training for participants from Asian countries. The workshop will address the following:

1. The risk analysis and risk assessment processes (concepts, methodology, key issues to be considered);
2. Problem formulation approach (hypothesis formulation, risk scenarios);
3. Hands-on training in the evaluation of case studies of living modified organisms for environmental release.

Accordingly, I am pleased to invite your Government to nominate a representative to take part in the workshop. The nominee must be involved, or is expected to be involved, in conducting risk assessment of living modified organisms and must have an understanding of molecular biology, biotechnology and biology concepts related to biosafety. The workshop will be conducted in English, therefore, sufficient command of the English language will be required from nominees.

The official nomination letter must be accompanied by the attached form duly completed indicating the activities in which the nominee has been involved that are relevant to biosafety and risk assessment of living modified organisms, as well as the anticipated benefits of the workshop.

Participants will be selected on the basis of their relevant expertise, as well as geographical representation and gender balance. Only complete forms and nominations submitted through the Cartagena Protocol Focal Point will be considered.

Due to the limited availability of funds for the workshop, only nominees from eligible Parties to the Cartagena Protocol will receive financial assistance to cover the cost of travel and a daily subsistence allowance.

Relevant organizations with activities in the Western, Central and Eastern Asian sub-regions are also welcome to nominate representatives with practical experience in the subject matter of the workshop by submitting an official nomination letter signed by the head/senior authority and completing the attached form. Please note that due to space restrictions, nominations by Parties will have priority.

Nominations should be sent to the Secretariat via e-mail to secretariat@cbd.int or by fax at +1-514-288-6588. In order to enable the Secretariat to finalize arrangements for the workshop in a timely manner, it would be appreciated if nominations are sent as soon as possible but **no later than 15 December 2019**. Applications received after this deadline will not be considered.

Thank you for your continued cooperation and support towards the work of the Convention on Biological Diversity and the Cartagena Protocol on Biosafety.

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

Elizabeth Maruma Mrema

Officer-in-Charge

Enclosure

**NOMINATION OF A PARTICIPANT TO A CAPACITY-BUILDING ACTIVITY ORGANIZED BY THE SECRETARIAT OF THE CONVENTION ON BIOLOGICAL DIVERSITY**

*Fields / sections marked with an asterisk (***\****) are mandatory*

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| **I. CAPACITY-BUILDING ACTIVITY**  |
| Title of the activity:\* | <Text entry> |
| Date when activity will take place:\* | <Text entry> |

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| **II. BRIEF PROFILE (min. 150 words)**\*Briefly describe the experience of the nominee as it relates to the goals of the capacity-building activity as well as a description of how the nominee will be able to apply the knowledge acquired during the activity in future endeavours. |
| <Text entry> |

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| 1. **PERSONAL INFORMATION**\*
 |
| Title:\* | [ ]  Ms. [ ]  Mr.  |
| First Name:\* | <Text entry> |
| Last Name:\* | <Text entry> |
| Address: | <Text entry> |
| Telephone:\*[[1]](#footnote-1) | <Text entry> |
| Email:\* | <Text entry> |
| 1. **CURRENT EMPLOYMENT\***
 |
| Name of Employer / Organization / Company:\* | <Text entry> |
| Department / Division / Unit:\* | <Text entry> |
| Address: | <Text entry> |
| Start Date:\* | <YYYY> |
| Type of Organization:\* | [ ]  Academic or research institute [ ]  Government agency[ ]  Inter-Governmental Organization (IGO)[ ]  Non-Governmental Organization (NGO)[ ]  Private sector (business and industry)[ ]  UN and other specialized agency of the UN Common System[ ]  Other: <Text entry> |
| Main Areas of Responsibility\*:[[2]](#footnote-2) | <Text entry> |

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| 1. **EMPLOYMENT HISTORY**
 |
| Name of Previous Employer: | <Text entry> |
| Department / Division / Unit: | <Text entry> |
| Start and End Date: | <YYYY - YYYY> |
| Type of Organization:\* | [ ]  Academic or research institute [ ]  Government agency[ ]  Inter-Governmental Organization (IGO)[ ]  Non-Governmental Organization (NGO)[ ]  Private sector (business and industry)[ ]  UN and other specialized agency of the UN Common System[ ]  Other: <Text entry> |
| Main Areas of Responsibility:[[3]](#footnote-3) | <Text entry> |
| 1. **POST-SECONDARY EDUCATION BACKGROUND**
 |
| **First Degree** (e.g. B.Sc. in Microbiology)\* |
| Title:\* | <Text entry> |
| Name of academic institution:\* | <Text entry> |
| Start and End Date:\*  | *From* <YYYY> *to* <YYYY> |
| **Second Degree** (e.g. M.Sc. in Microbiology) |
| Title: | <Text entry> |
| Name of academic institution: | <Text entry> |
| Start and End Date: | *From* <YYYY> *to* <YYYY> |
| **Third Degree** (e.g. Ph.D. in Microbiology) |
| Title: | <Text entry> |
| Name of academic institution: | <Text entry> |
| Start and End Date: | *From* <YYYY> *to* <YYYY> |
| 1. **LANGUAGE PROFICIENCY\***
 |
| Arabic: Chinese: English: French: Russian: Spanish: Other: <Specify> | [ ] Excellent [ ] Good [ ] Fair[ ] Excellent [ ] Good [ ] Fair[ ] Excellent [ ] Good [ ] Fair[ ] Excellent [ ] Good [ ] Fair[ ] Excellent [ ] Good [ ] Fair[ ] Excellent [ ] Good [ ] Fair[ ] Excellent [ ] Good [ ] Fair |
| 1. **Professional References** Please indicate the name and email of *at least one* professional reference
 |
| Reference 1:\* | Name: <Text entry>E-mail: <Text entry> |
| Reference 2: | Name: <Text entry>E-mail: <Text entry> |
| Reference 3: | Name: <Text entry>E-mail: <Text entry> |

1. +[country code] [city code] [telephone number] [extension, if necessary]. [↑](#footnote-ref-1)
2. Briefly describe how the responsibilities of the nominee relate to the goals of the capacity-building activity [↑](#footnote-ref-2)
3. Briefly describe how the responsibilities of the nominee relate to the goals of the capacity-building activity. [↑](#footnote-ref-3)