

**NOTIFICATION**

**Formal meetings of the  
Twenty-fourth meeting of the Subsidiary Body on Scientific, Technical and Technological Advice  
and the  
Third meeting of the Subsidiary Body on Implementation**

Dear Madam/Sir,

Following up on notification [2021-023](#), and following further considerations by the Bureaux of COP and SBSTTA, I am pleased to confirm that the formal meetings of the subsidiary bodies will be held virtually during the period of 3 May to 13 June 2021.

As indicated in notification [2021-005](#), the provisional agendas and documents for SBSTTA 24 and SBI 3 are available on their respective meeting webpages, accessible at: <https://www.cbd.int/doc/?meeting=SBSTTA-24> and <https://www.cbd.int/doc/?meeting=SBI-03>. The Secretariat will be updating these webpages as new information becomes available, including the platform and connection details for the meetings, and other background documentation.

The dates of the SBSTTA 24 and SBI 3 plenaries are provisionally scheduled as follows:

**SBSTTA 24**

First plenary – 3 and 4 May  
Second plenary – 23 - 26 May  
Third plenary – 7 - 9 June

**SBI 3**

First plenary – 16 - 18 May  
Second plenary – 28 - 30 May  
Third plenary – 11 - 13 June

Plenaries will be limited to 3 hours each day (11:00 – 14:00 UTC). Each of the meetings will be suspended at the conclusion of its third plenary session until a later date for the finalization of the work. The modalities of the meetings will be further elaborated, in consultation with the respective Bureaux, to ensure an inclusive and transparent process. Further details will be provided in the scenario notes to be issued for each meeting shortly, including the timing of potential contact groups.

These meetings are being convened virtually as an exceptional measure due to the conditions imposed by the ongoing COVID-19 pandemic and do not constitute a precedent for the organization of future meetings under the Convention.

As per the practice for formal meetings of the subsidiary bodies, the designation of representatives to participate in the SBSTTA 24 and SBI 3 should be addressed to the CBD Executive Secretary through an **official letter of nomination**, to be sent by e-mail to [secretariat@cbd.int](mailto:secretariat@cbd.int) or by fax at +1 514-288-6588, as soon as possible but no later than **29 April 2021**. Early registration is encouraged. While we note that

To: CBD National Focal Points, SBSTTA Focal Points, Cartagena Protocol Focal Points, ABS Focal Points, indigenous peoples and local communities and relevant organizations

some delegations have sent previous nominations last year for the SBSTTA and SBI meetings, we kindly request to re-submit their nomination letters for the upcoming meetings.

In order to ensure the security of the meetings and proper identification of those speaking on behalf of delegations, speaker(s) will need to be designated well in advance of the start of the meetings. Taking into account the technical limitations of the platform, the number of participants designated as speakers and additional delegates with access to the *Interactio* platform will be limited for each of the meetings of SBSTTA and SBI, as follows:

<b>Parties and other Governments</b>	15 delegates through the <i>Interactio</i> platform, including 4 speakers for plenary sessions, and an additional 5 speakers available for contact groups*
<b>UN organizations and IGOs</b>	6 delegates through the <i>Interactio</i> platform, including 2 speakers for plenary sessions, and an additional 2 speakers available for contact groups*
<b>All other organizations</b>	4 delegates through the <i>Interactio</i> platform, including 1 plenary speaker, and an additional speaker available for contact groups*

\*For each contact group, delegations will select one or two speakers from among the plenary speakers and additional speakers.

The on-line registration system is being updated accordingly. On 19 April, national focal points and observers will be provided with a dedicated link to enter the names of delegation members into system, specifying the respective roles of each as outlined above. The designated speakers and other delegates will receive login credentials before the scheduled event. It is therefore important to ensure to provide a valid e-mail address for each designated speaker and delegate. Details of the registration process will also be made available on the meetings webpages.

The plenary sessions of the meetings will also be livestreamed with open access.

Taking into account some difficulties with internet connectivity, it may be possible to arrange for Parties to have access to meeting facilities in UN country offices with enhanced internet connectivity to allow negotiations to proceed virtually. In this regard, for those Parties who may wish to avail such support, kindly let the Secretariat know as soon as possible, and no later than 22 April, to allow the request to be made to the respective UN country offices.

I look forward to the active participation of all Parties and observers in these important meetings.

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

Elizabeth Maruma Mrema  
Executive Secretary