



NOTIFICATION TO THE PARTIES

No. 2006/076

Geneva, 21 December 2006

CONCERNING:

Fourteenth meeting of the Conference of the Parties

General information

1. Date and venue

The 14th meeting of the Conference of the Parties (CoP14) will be held in The Hague, the Netherlands, from 3 to 15 June 2007, at the following address:

*World Forum Convention Center (WFCC)
10, Churchillplein
NL-2508 EA THE HAGUE
The Netherlands.*

2. Registration

The Secretariat hereby transmits to the Parties the *Registration form* (Annex 1) for CoP14. Each participant should fill in a registration form and send it to the Secretariat as soon as possible.

Participants with access to the Internet are encouraged to use the on-line registration form that is available on the CITES website (www.cites.org), under Official Documents / Conference of the Parties / On-line registration.

Formal registration of participants will start on Friday 1 June 2007 at 13h00.

3. Credentials

Parties are reminded that, in accordance with Rule 3 of the provisional Rules of Procedure for meetings of the Conference of the Parties, the credentials to enable delegates to represent their country have to be issued by a proper authority, i.e. the Head of State, the Head of Government or the Minister of Foreign Affairs. The original document should be sent to the Secretariat where possible at least one week before the beginning of the meeting together with a translation into English, French and Spanish if they are not in one of these languages.

Parties are also reminded that, pending a decision on their credentials, delegates may participate provisionally in the meeting but not vote. Once the Credentials Committee has reached a decision on their credentials, only delegates whose credentials have been accepted have the right to participate in the meeting. It is therefore requested that the

Head of each delegation makes sure that all the members of his/her delegation are included in the credentials or that the credentials expressly authorize him/her to appoint Advisers to the delegation.

4. Hotel reservations

Delegates are responsible for making their own hotel accommodation arrangements and should do so as soon as possible as June is a very busy month in The Hague. The Dutch Ministry of Agriculture, Nature and Food Quality has made block bookings in several hotels in The Hague. The document *Information note for participants* (Annex 2) provides information about recommended hotels. Each participant should fill in the reservation form for the hotel of his/her choice and send it directly to that hotel.

5. Visas

Participants are responsible for obtaining their own visas and should do so as soon as possible.

The document *Applying for a visa* (Annex 3) provides information to citizens of all countries on the entry visa requirements. However, participants should check with the Dutch embassy or consulate in their country whether this information is still valid at the time of application.

6. Meeting rooms reservations

A limited number of rooms will be available at the WFCC to delegations interested in renting offices or meeting rooms during CoP14. These delegations should refer to the document *Meeting rooms and offices to rent* (Annex 4), where they will find all the relevant information together with the *Request form for meeting rooms and offices to rent* (Annex 5).

7. Exhibition space

Space for exhibition booths is limited at the WFCC, delegations interested in renting such a booth should complete the *Request form for an exhibition booth* (Annex 6) and send it as soon as possible to the Dutch Conference organizer at cop14cites@mininv.nl or by fax at: + 31 (70) 378 61 06 **no later than 15 February 2006.**

8. Conference documentation

The working documents for the Conference will be placed on the CITES website as they become available.

9. Participation of observers

International agencies or bodies, either governmental or non-governmental, and national governmental agencies and bodies technically qualified in protection, conservation or management of wild fauna and flora, which have informed the Secretariat of their desire to be represented at meetings of the Conference by observers, shall be admitted unless at least one-third of the Parties present object. Once admitted, these observers shall have the right to participate but not to vote. Agencies or bodies desiring to be represented at the

meeting shall submit the names of these observers to the CITES Secretariat at least six weeks prior to the opening of the meeting, that is by **Sunday 22 April 2007**. The Secretariat shall not accept names after that date.

International non-governmental organizations

In order to be registered by the Secretariat, any international non-governmental organization must demonstrate that it is:

- a) qualified in protection, conservation or management of wild fauna and flora; and
- b) an organization in its own right, with a legal persona and an international character, remit and programme of activities.

Organizations that were registered as international organizations at the 13th meeting of the Conference of the Parties (CoP13, Bangkok 2004) need not apply for international status again.

Any international non-governmental organization that wishes to be represented at CoP14 but was not registered at CoP13 should send its request to the Secretariat, including the information to show that it meets the above criteria, **no later than 3 March 2007**.

National non-governmental organizations

Parties and national non-governmental organizations are reminded that national organizations that wish to participate must be approved in advance by the Management Authority of the State in which they are located, in accordance with the provisions of Rule 2, paragraph 2 b), of the Rules of Procedure adopted at CoP13. The names of the observers from these organizations, and evidence of the approval of the Management Authority, must be submitted to the Secretariat at least six weeks prior to the opening of the meeting, that is **22 April 2007**, in accordance with Rule 3, paragraph 5 of the Rules of Procedure adopted at CoP13.