



NOTIFICATION TO THE PARTIES

No. 2009/014

Geneva, 17 April 2009

CONCERNING:

Fifty-eighth meeting of the Standing Committee

Date and venue

1. On behalf of Ambassador Cristián Maquieira Astaburuaga (Chile), Chairman of the Standing Committee of the Conference of the Parties, the Secretariat hereby informs the Parties that the 58th meeting of the Standing Committee is scheduled to be held in Geneva, Switzerland, from 6 to 10 July 2009. On the morning of the first day, there will be a meeting of the Finance Subcommittee of the Standing Committee. Both meetings will take place at the following address:

*Centre International de Conférences de Genève (CICG)
17, rue de Varembé
CH-1211 GENEVA 20
Switzerland.*

Registration

2. Parties that are members of the Standing Committee are convened to attend its 58th meeting. Other Parties are invited to participate as observers. The *Registration form* attached should be returned to the Secretariat **no later than 22 June 2009**.
3. Participants with access to the Internet are encouraged to use the online registration form available on www.cites.org, under Official Documents / Standing Committee / 58th meeting / Online registration.
4. In accordance with Rule 6, paragraph 2, of the Rules of Procedure, any person or body wishing to participate in a meeting of the Committee as an observer, in accordance with paragraph 1 of the same Rule, must submit the *Registration form* to the Secretariat at least 30 days before the meeting, that is by **6 June 2009**, together with relevant information with regard to the technical qualifications of the person or body and approval of the State in which the body is located. The Secretariat will forward requests to attend the meeting and the relevant information to the Chairman and the members of the Committee. Therefore, organizations are urged to send their request as soon as possible and not wait until the deadline. Organizations wishing to be represented at the meeting by observers are advised not to make travel arrangements until their participation is approved by the Chairman.

Financial assistance

5. The Secretariat is unable to provide any financial assistance for participants other than representatives from developing countries that are members of the Standing Committee.

Credentials

6. In accordance with Rules 7 and 8 of the Rules of Procedure of the Standing Committee, **all participants** will be required to present official credentials, which may be submitted to the Secretariat in advance or on the first day of attendance at the meeting.

Hotel reservations

7. The Secretariat will make the hotel bookings for representatives of Parties that are members of the Standing Committee and who are sponsored by the Secretariat.
8. For all other participants, the Secretariat has prepared a list of hotels including rack rates and a map with their location. Participants are advised to make their bookings directly with the hotel **as early as possible**. Participants should note that hotels have better deals when booking by Internet.

Visas

9. The Secretariat reminds Parties and organizations that their representatives may require visas. They may wish to submit a copy of this Notification together with their visa application. In addition, pre-registered participants who require a letter from the Secretariat to assist them in obtaining an entry visa for Switzerland should send their request well in advance, providing detailed information about their travel to Geneva.

Documentation

10. The provisional agenda of the meeting of the Standing Committee will be placed on the CITES website as soon as it is available.
11. Participants may submit documents for discussion at the meeting in accordance with Rule 19 of the Rules of Procedure of the Standing Committee. Documents must be provided to the Secretariat at least 60 days before the meeting, that is by **7 May 2009**. Documents submitted should not exceed 12 pages.
12. Documents for the meeting will be placed on the CITES website as they become available. Printed copies of all documents available will be sent to members and alternate members of the Standing Committee by **22 May 2009**. The Secretariat will also provide copies by post or by email to any pre-registered representative of a Party who requests them. However, in order to avoid additional printing costs, the Secretariat will not distribute sets of documents at the meeting. Consequently, all participants are requested to bring their own set.