



## NOTIFICATION TO THE PARTIES

No. 2013/063

Geneva, 20 December 2013

CONCERNING:

### Twenty-seventh meeting of the Animals Committee

#### Date and venue

1. The Secretariat hereby informs Parties that the 27th meeting of the Animals Committee will be held from 28 April to 3 May 2014. On 2 and 3 May, the meeting will be held jointly with the 21st meeting of the Plants Committee. The meetings will take place at the following address:

*Galería Plaza Veracruz  
Blvd Adolfo Ruíz Cortínez 3495  
Col. Mocambo  
Boca del Río  
VERACRUZ  
Mexico.*

2. The provisional agenda of the meeting is available on the CITES website at: <http://www.cites.org/eng/com/ac/27/index.php>. Parties interested in knowing more about the subjects for discussion may contact either the Secretariat or the interim Chair directly at the following address:

Ms Carolina Caceres  
Interim Chair  
Manager, Species Assessment  
Canadian Wildlife Service  
Environment Canada  
351 St. Joseph Blvd  
GATINEAU, QUEBEC, K1A 0H3  
Canada

Tel: +1 (819) 953 14 29  
Fax: +1 (819) 994 36 84  
Email: [carolina.caceres@ec.gc.ca](mailto:carolina.caceres@ec.gc.ca)

#### Registration

3. All observers must register **by 29 March 2014** by filling in the online *Registration form* (<http://www.cites.org/eng/com/AC/index.shtml>) or returning the annexed form to the Secretariat.
4. In addition, observers from intergovernmental, non-governmental organizations and the private sector must request an invitation from the interim Chair and, if granted, forward it to the Secretariat (see the attached *Procedure for the admission of observers from organizations and the private sector to meetings of the Animals Committee* and *Invitation request for organizations and the private sector*). Organizations and representatives of the private sector are urged to request an invitation as early as possible before the registration deadline.

### Credentials

5. In accordance with Rule 8 of the Rules of Procedure of the Animals Committee, representatives of Parties, alternate regional representatives not representing a regional representative, representatives of any State not a Party to the Convention and representatives of the United Nations and its Specialized Agencies 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.
6. For representatives of intergovernmental or non-governmental organizations and of the private sector, the invitation by the interim Chair serves as credentials.

### Financial assistance

7. The Secretariat is unable to provide any financial assistance for participants other than members of the Animals Committee from developing countries.

### Hotel reservations

8. The Secretariat will make the hotel bookings for members of the Animals Committee whom it sponsors.
9. For all other participants, information about hotels can be found in the attached [Hotel information](#) document of this Notification.

### Visas

10. Detailed information about entry visas for Mexico will be provided as soon as it is available. However, participants may consult the following links:

Countries whose citizens do not need visas: [http://www.inm.gob.mx/index.php/page/Paises\\_No\\_Visa](http://www.inm.gob.mx/index.php/page/Paises_No_Visa)

Countries whose citizens need a visa: [http://www.inm.gob.mx/index.php/page/Paises\\_Visa](http://www.inm.gob.mx/index.php/page/Paises_Visa)

List of Mexican embassies: <http://www.sre.gob.mx/index.php/representaciones/embajadas-de-mexico-en-el-exterior>

List of Mexican consulates: <http://www.sre.gob.mx/index.php/representaciones/consulados-de-mexico-en-el-exterior>

Visa request form:

<https://www.sre.gob.mx/serviciosconsulares/images/stories/dgsc/pdf/Solicitudingles2.pdf>

### Documentation

11. Participants may submit documents for discussion at the meeting in accordance with Rules 20 and 21 of the Rules of Procedure of the Animals Committee. Documents must be provided to the Secretariat at least 60 days before the meeting, that is **by 27 February 2014**. Documents received after this date cannot be translated. 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 distributed to members and alternate members of the Animals Committee **by 14 March 2014**. The Secretariat will also provide copies by post or by email to any pre-registered representative of a Party who requests them in advance. Requests should be sent to [info@cites.org](mailto:info@cites.org). However, in order to make savings on printing costs, the Secretariat **will not distribute** sets of documents at the meeting. Consequently, all participants are requested to bring their own set.