

NOTIFICATION TO THE PARTIES

No. 2015/041

Geneva, 16 July 2015

CONCERNING:

Twenty-second meeting of the Plants Committee

Date and venue

1. The Secretariat hereby informs Parties that the 22nd meeting of the Plants Committee will be held from **19 to 23 October 2015**. The meeting will take place at the following address:

*Marriott Courtyard Hotel
4 Freedom Square
Tbilisi 0105
Georgia*

2. The provisional agenda of the meeting is available on the CITES website at: <http://www.cites.org/eng/com/pc/22/index.php>. Parties interested in knowing more about the subjects for discussion may contact either the Secretariat or the Chair directly at the following address:

Prof. Dra. Margarita África Clemente Muñoz
Chair
Dpto. de Ciencias y Recursos Agrícolas y Forestales
Unidad de Botánica Agrícola y Forestal
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Ctra Madrid, km 396
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E-14071 CORDOBA
Spain

Tel: +34 (957) 21 21 85
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Email: cr1clmum@uco.es

Registration

3. All observers must register **by 19 September 2015** by filling in the online *Registration form* (<http://www.cites.org/eng/com/pc/22/registration.php>) 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 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*). Observers from organizations and 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 Plants Committee, representatives of Parties, alternate regional representatives not acting in their capacity as alternate, 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 Chair serves as credentials.

Financial assistance

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

Hotel reservations

8. The Secretariat will make the hotel bookings for members of the Plants 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. The visa requirements for entry to Georgia from each country are listed at:
<https://www.geoconsul.gov.ge/#!/en/visaInformation>

A new electronic visa portal is available at: <https://www.evisa.gov.ge/GeoVisa/VisaApp>

We strongly advise participants to complete preregistration formalities very promptly especially where a visa to enter Georgia will be needed. Registrants who are requested to obtain an invitation from the Chair should apply for a visa ONLY AFTER THEY HAVE OBTAINED SUCH AN INVITATION.

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 Plants Committee. Documents must be provided to the Secretariat at least 60 days before the meeting, that is **by 20 August 2015**. Documents received after this date can not 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 **by 4 September 2015** to members and alternate members of the Plants Committee who request them. 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. 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.