



NOTIFICATION

Nominations and credentials: Resumed sessions of the sixteenth meeting of the Conference of the Parties to the Convention on Biological Diversity, eleventh meeting of the Conference of the Parties serving as the Meeting of the Parties to the Cartagena Protocol and fifth meeting of the Conference of the Parties serving as the Meeting of the Parties to the Nagoya Protocol

25-27 February 2025 – Rome, Italy

Dear Sir or Madam,

As set out in notification [2024-110](#), the resumed sessions of the sixteenth meeting of the Conference of the Parties to the Convention on Biological Diversity, the eleventh meeting of the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol and the fifth meeting of the Conference of the Parties serving as the meeting of the Parties to the Nagoya Protocol (the “Meetings” hereinafter), will take place on 25-27 February 2025 at the Food and Agriculture Organization of the United Nations (FAO) Headquarters in Rome, Italy. The Meetings will be preceded by regional preparatory consultations on 24 February 2025. The present notification provides information related to nominations of participants for the Meetings and related matters.

Governments

a) Nominations

In accordance with the Rules of Procedure for meetings of the Conference of the Parties, Governments should submit the designation of their representatives to attend the Meetings through an official letter of nomination addressed to the Executive Secretary of the Convention on Biological Diversity, providing the names and contact details of their delegation, as well as the title of the meeting or meetings they wish to attend. The letter should be submitted to the Secretariat by e-mail to: secretariat@cbd.int, as soon as possible and preferably by **31 December 2024**.

In finalizing their delegations, Parties may wish to take into account the limited capacity of the venue and that formal sessions will take place in plenary format and no parallel negotiating sessions are envisaged. Moreover, no side-events or other parallel events are envisaged. It should also be noted that live streaming coverage of the resumed sessions will be made available through UN WebTV, in all six official UN languages.

b) Funding support

Subject to the availability of funds, the Secretariat expects to be in a position to finance the participation of **one representative** to take part in the resumed sessions of the Meetings, from each eligible country Party, i.e. developing country Parties to the Convention, in particular the least developed countries and small island developing States, as well as Parties with economies in transition. Eligible Parties to the Convention wishing to solicit such assistance are kindly requested to inform the Secretariat, through an **official letter**, of the name and contact information of the designated representative to receive financial

To: CBD national focal points, ABS national focal points, Cartagena Protocol focal points and relevant organizations

support as soon as possible but no later than **31 December 2024**. Please note that the Secretariat will be unable to respond positively to requests for financial support received after this deadline.

c) Credentials

Participation in the in-person resumed sessions requires, consistent with rule 18 of the rules of procedure, the submission of credentials signed or issued either by the Head of State or Government or by the Minister of Foreign Affairs or, in the case of a regional economic integration organization, by the competent authority of that organization.

Parties that already submitted valid credentials for their representatives for participation in the Meetings held in Cali, Colombia, from 21 October to 1 November 2024, should confirm through a formal communication, such as a letter or a Note Verbale, issued by a senior official in the Ministry of Foreign Affairs of the Party concerned, that these credentials remain valid. Parties that were not present at the Meetings in Cali or those that were present but did not submit credentials or that wish to change their representatives, should submit credentials in accordance with rule 18 of the rules of procedure if they wish to participate in taking decisions at the resumed sessions of the Meetings. Model templates for credentials are available [here](#).

To ensure an orderly preparation of the meetings, and in view of rule 30 of the rules of procedure that a minimum of two-thirds of the Parties must be present at the resumed sessions, with valid credentials, in order for decisions to be taken, Parties are invited to submit their credentials well in advance of the Meetings and preferably not later than **31 December 2024**.

Observer organizations

a) Nominations

Observer organizations admitted to participate in the Meetings in Cali, Colombia, pursuant to rule 7 of the rules of procedure, will maintain their observer status at the resumed sessions of the Meetings. The list of admitted observers is contained in information documents CBD/COP/16/INF/39, CBD/CP/MOP/11/INF/5, CBD/NP/MOP/5/INF/3.

Such organizations wishing to participate in the resumed sessions should designate their representatives to attend the Meetings through an official letter of nomination addressed to the Executive Secretary of the Convention on Biological Diversity, providing the names and contact details of their representatives. The letter should be submitted to the Secretariat by e-mail to: secretariat@cbd.int, as soon as possible and preferably by **31 December 2024**.

In considering their participation and their representatives, organizations are advised to take into account the advanced stage of negotiations (consideration of L documents in plenary), the limited capacity of the venue and that no side-events or other parallel events are envisaged during the resumed sessions of the Meetings. In the event of very high registration numbers, the Secretariat may put in place measures to ensure the capacity of the venue is not exceeded. It should also be noted that live streaming coverage of the resumed sessions will be made available through UN WebTV, in all six official UN languages.

b) Funding support for indigenous peoples and local communities

In accordance with the criteria for the operation of the voluntary funding mechanism to facilitate the participation of indigenous peoples and local communities in the work of the Convention, and subject to the availability of funds, representatives of indigenous peoples and local communities are invited to submit a request for financial assistance to participate in the resumed sessions of the Meetings, at their earliest convenience but no later than **31 December 2024**. Only applications from accredited organizations to the Convention, representing indigenous peoples and local communities, will be considered.

Further information on the voluntary funding mechanism process can be found [here](#). A list of selected beneficiaries will be communicated via notification, and selected participants will be contacted directly by the Secretariat regarding the necessary arrangements.

Additional information

Further information on online registration and other logistical arrangements will be provided in due course. Early registration is encouraged.

The “Information Note for Participants” is being prepared by the Secretariat and will be made available on the Meetings webpage as soon as finalized. Participants are reminded that they need to make their own hotel reservations as early as possible. Should a visa (entry and/or transit) be required, participants would need to process their visa application and any other administrative travel requirements in a timely manner.

I look forward to your participation and contribution to the resumed sessions of the Meetings.

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

(Signed) Astrid Schomaker
Executive Secretary