

## Notification 2009 / 5

### Second meeting of the Ad Hoc Working Group on Administrative Reform

The Secretariat of the Convention on Wetlands (Ramsar, Iran, 1971) presents its compliments to the Permanent Mission of ... and has the honour to refer to the following:

In Resolution X.5, the 10<sup>th</sup> Meeting of the Conference of the Parties established an Ad Hoc Working Group on Administrative Reform to recommend to Standing Committee efficient and effective measures to improve the capacity and operation of the Secretariat.

The first meeting of the Ad Hoc Working Group on Administrative Reform took place on 19 January 2009.

The Secretariat is pleased to attach the Agenda for the second meeting of the Ad Hoc Working Group which will take place at Ramsar Secretariat headquarters in Gland **on 24 March 2009, from 10:00 to 13:00**. Supporting documents for the Ad Hoc Working group can be consulted on the Ramsar Web site at: [www.ramsar.org/temp\\_adhoc\\_group.htm](http://www.ramsar.org/temp_adhoc_group.htm)

Representatives of Contracting Parties who wish to participate are invited to register with the Secretariat by Friday, 20 March at [higgins@ramsar.org](mailto:higgins@ramsar.org)

The Secretariat of the Convention on Wetlands respectfully requests that the content of the present Note be communicated to the competent national authorities and avails itself of this opportunity to renew to the Permanent Mission of... the assurance of its highest consideration.

Gland, Switzerland, 16 March 2009

Encl: Agenda