

Notification 2011/7

Next meeting of the Ad Hoc Working Group on Administrative Reform 6 June 2011, Maison de l'Environnement I, Geneva, Room No 2

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 10th 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 Working Group met seven times between 2009 and 2011 and reports of these meetings are available on the group's web page on the Ramsar web site: http://www.ramsar.org/cda/en/ramsar-documents-ad-hoc-group/main/ramsar/1-31-433_4000_0.

On behalf of the Co-chairs, Australia and Chile, the Ramsar Secretariat is pleased to inform Contracting Parties that the next meeting of the Ad Hoc Working Group will take place **at the Maison de l'Environnement I, 9-15 chemin des Anémones, 1219 Châtelaine, Geneva (Room No 2) on Monday 6 June 2011, from 3 to 5 p.m. (15:00-17:00)**. This venue has generously accepted to host a meeting of the Ad Hoc Working Group at short notice, and as no other suitable space was available, due to a number of international meetings taking place at the same time.

With reference to Decision SC42-32 (attached), the two items on the agenda are

- a) handover to a new chairperson or co-chairs; and
- b) next steps in the work of the Working Group.

Because of security requirements at the venue, the Secretariat respectfully requests representatives of Contracting Parties who wish to attend this meeting to **register by sending an email to Catherine LOETSCHER at loetscher@ramsar.org by Friday 3 June 3 p.m.** at the latest. Access will not be allowed without pre-registration. Parking space at the Maison de l'Environnement will unfortunately not be available.

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, 27 May 2011

Encl. Decision SC42-32