Ref.: SCBD/SSSF/AS/SBG/JSH/VA/88332 13 September 2019

**N O T I F I C A T I O N**

**Nomination of Experts for the Ad Hoc Technical Expert Group meeting on invasive alien species**

**Montreal, Canada from 2 to 4 December 2019**

Dear Madam/Sir,

The Conference of the Parties (COP), at its fourteenth meeting, decided to establish an Ad Hoc Technical Expert Group (AHTEG) with relevant terms of reference (<https://www.cbd.int/doc/decisions/cop-14/cop-14-dec-11-en.pdf>), and, wherever possible, to meet back-to-back with other relevant meetings. In the same decision, the COP also requested the Executive Secretary to convene a moderated open online discussion forum to support the deliberations of the AHTEG.

In response to the above, with the generous financial support from the Government of Norway, the AHTEG will be meeting in Montreal, Canada from 2 to 4 December 2019, back-to-back with the twenty-third meeting of the Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA-23). The AHTEG meeting will be conducted in English.

Accordingly, I am pleased to invite Parties, other Governments and relevant organizations to nominate a representative to take part in the AHTEG meeting. The nominee should meet at least one of the criteria, below:

1. Expert involved in invasive alien species management actions at the community, sub-national, national or regional level;
2. Expert with knowledge and experience in risk analysis of alien species;
3. Expert with knowledge and experience in cost-benefit/cost-effectiveness analysis on invasive alien species management;
4. Expert with knowledge and experience in e-commerce and associated risks;
5. Expert with knowledge and experience in considering the impact of climate change and related natural disaster or land use change on biological invasions;
6. Expert with knowledge and experience in invasive alien species data and data tools (e.g. Global Registry of Introduced and Invasive Species, EICAT, SEICAT or other relevant databases).

Participants will be selected by the Secretariat, in consultation with the SBSTTA bureau, in accordance with the modus operandi of the Subsidiary Body (<https://www.cbd.int/doc/meetings/cop/cop-08/official/cop-08-16-add4-en.pdf>) on the basis of their expertise, their contributions during the online forum held in the period from 1 May to 15 September 2019, as well as geographic and gender balance.

The CBD National Focal Points and Heads of organizations are invited to nominate an expert, by submitting an official nomination letter accompanied by the completed attached nomination form and the nominee’s Curriculum Vitae. The nomination may be sent via fax to: +1-514-288-6588 or via email to: [secretariat@cbd.int](mailto:secretariat@cbd.int), no later than **7 October 2019.**

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

Cristiana Paşca Palmer, PhD

Executive Secretary

Enclosure

*Fields marked with an asterisk are mandatory*

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| --- | --- |
| **General information** | |
| 1. Title: | Mr.  Ms.  Other (specify): <Text entry> |
| 1. First name:\* | <Text entry> |
| 1. Middle name: | <Text entry> |
| 1. Family name:\* | <Text entry> |
| **Work related information** | |
| 1. Job title: | <Text entry> |
| 1. Employer / Organization\* | <Text entry> |
| 1. Acronym:[[1]](#footnote-1) | <Text entry> |
| 1. Department / Division / Unit: | <Text entry> |
| 1. Type of organization: | Academic or research institute  Government agency (Environment)  Government agency (Agriculture/Fisheries)  Intergovernmental organization (IGO)  Non-governmental organization (NGO)  Indigenous peoples and local community  Private sector (business and industry)  UN and other specialized agency of the UN Common System  Other (specify): <Text entry> |

|  |  |
| --- | --- |
| **Coordinates** | |
| 1. Address: | <Text entry> |
| 1. City:\* | <Text entry> |
| 1. State or Province: | <Text entry> |
| 1. Country:\* | <Country name> |
| 1. Postal or Zip code: | <Text entry> |
| 1. Phone number:[[2]](#footnote-2)\* | <Text entry> |
| 1. Email address:\* | <Text entry> |

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| **Nominee’s knowledge and experience in management of invasive alien species** | |
| 1. Check all matched experience of the nominee | National or regional IAS management  Risk analysis of alien species  Cost-benefit/cost-effectiveness analysis  E-commerce  Impact of climate change, natural disaster and land use change on biological invasions  IAS related data, database, data-tools  Others (specify) <Text entry> |

I hereby declare that the details in the form above are true and correct to the best of my knowledge and authorize sharing of the information on this form with the Secretariat of the CBD for the use of selection of participants and other necessary documentations related to the AHTEG meeting to be held.

Name of nominee <Text entry> date signature

Please submit the completed nomination form with official letter from the CBD National Focal Point or Head of Organization to the Secretariat: [secretariat@cbd.int](mailto:secretariat@cbd.int).

1. Abbreviation of the long name of an organization. Examples: SCBD, FAO, IPPC, OIE, WCO, WTO [↑](#footnote-ref-1)
2. Please use the following format: + [country code] [city code] [telephone number] [extension, if necessary]; Example: +1 514 288-2220 ext 221 (where 1 = North America, 514 = Montreal, 288-2220 = CBD Secretariat number, ext 221 = direct extension to the switchboard). [↑](#footnote-ref-2)