



Agreement on the Conservation
of Albatrosses and Petrels

To: Advisory Committee Members
ACAP National Contact Points
Meeting Attendees

AC4 Meeting Circular No. 1– Meeting Locations and Dates, Submission of Documents and Applications from Observers

Meeting Locations and Dates

The fourth meeting of ACAP's Advisory Committee (AC4) will be held from 22-25 August, at the Erinvale Estate Hotel, Capetown, South Africa (<http://www.erinvale.co.za/index.html>).

Meetings of the Status and Trends, Breeding Sites and Seabird Bycatch Working Groups will precede AC4. These meetings will be held at the Misty Waves Hotel, in Hermanus (<http://www.hermanusmistybeach.co.za/>) in the period between 17-20 August. The exact dates of individual Working Group meetings will be advised in Meeting Circular No. 2.

A Heads of Delegation meeting will be convened on 21 August. The time and venue for this meeting will be advised closer to the meeting date.

Meeting Documents

Meeting documents requiring translation are to be submitted to the Secretariat no later than 23 June 2008 in order that they may be distributed in the three official languages 30 days in advance of the meeting. It would assist the operation of the meeting if papers were submitted as early as possible in advance of this date. All meeting documents must be submitted by 22 July 2008. Meeting documents will not be accepted after this date unless there are exceptional circumstances.

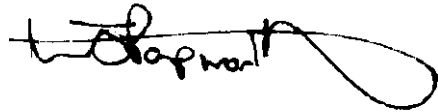
Parties are reminded that their reports on implementation of the Agreement must be submitted to the Secretariat by 23 April 2008 in order that a consolidated report can be prepared for consideration at AC4. The revised template for this report (AC3 Final Report – Annex 8) is attached.

A draft document list will be circulated with Meeting Circular 2. It would be appreciated if participants could advise the Secretariat of any papers that they intend submitting to the meeting as soon as possible.

Applications for Observer Status

International bodies wishing to participate in the Advisory Committee meeting must submit a written application to the Interim Secretariat by 23 May 2008. Applications from other bodies wishing to attend this meeting must submit a written application by 23 June 2008.

Information on registration and other meeting arrangements will be provided in Meeting Circular No 2.

A handwritten signature in black ink, appearing to read 'W. Papworth', with a large, sweeping flourish extending to the right.

Warren Papworth

Executive Secretary
ACAP Interim Secretariat

12 January 2008