



Our reference: Oz-Sec/7ORM/MS

Date: 30 January 2008

Sir/Madam,

In accordance with rule 5 of the rules of procedure for the meetings of the Conference of the Parties to the Vienna Convention for the Protection of the Ozone Layer, and pursuant to decision III/8 adopted at the third meeting of the Conference of the Parties, the seventh meeting of the Ozone Research Managers of the Parties to the Vienna Convention will be held in Geneva, Switzerland, from 19 to 21 May 2008 at the following venue:

World Meteorological Organization (WMO)
7 bis, Avenue de la Paix
1211 Geneva 2
Switzerland
Tel: (41-22) 730 8111/455
Fax: (41-22) 730 8181

I have the honour to invite your Government to nominate representatives to participate in this meeting, organized by the Ozone Secretariat of the United Nations Environment Programme (UNEP) in cooperation with the World Meteorological Organization (WMO), in accordance with decision I/6 of the Conference of the Parties.

The registration of participants will commence at 8:30 a.m. on Monday, 19 May 2008, and the meeting will be opened at 10 a.m. It will be closed at 6 p.m. on Wednesday, 21 May 2008. The objective of the meeting is to review ongoing national and international research and monitoring programmes to ensure the proper coordination of these programmes and to identify gaps that need to be addressed. A concept note for the meeting is enclosed for your perusal. Any comments would be most welcomed. The provisional agenda for the meeting will be distributed in due course.

It is our sincere hope that you will send a representative who is familiar with the status of ozone research and with relevant activities in your country and/or internationally. It is a critical requirement that each participant submit a report on the existing and planned ozone research and monitoring activities in his or her country well in advance of the meeting, so that national reports can be compiled and sent to the participants as meeting documents prior to the meeting. The national reports will also constitute part of the report of the meeting. You might wish to refer to the national reports which were submitted at the last meeting of the Ozone Research Managers, held in Vienna in 2005, and which are contained in the WMO Global Ozone Research and Monitoring Project report No. 48 issued in 2005. The report is available on the Ozone Secretariat and WMO websites at:

http://ozone.unep.org/Meeting_Documents/research-mgrs/index.shtml

http://www.wmo.int/pages/prog/arep/gaw/ozone_reports.html

I would be grateful if your Government would kindly inform the Secretariat at the address given below, not later than 14 March 2008, of the name(s), title(s) and address(es) (including telephone, telefax and e-mail contacts, if available) of the representative(s) nominated by your Government for the meeting. I would also like to request that the national reports be submitted to us by 31 March 2008.

Limited funds from UNEP are available to assist representatives from developing countries to participate. Should your Government require such assistance, please contact the Ozone Secretariat before 14 March 2008. Not more than one participant's travel in economy class and per diem costs will be covered for each Party, subject to the availability of funds.

Please address all communications concerning the seventh meeting of the Ozone Research Managers to:

Mr. Marco Gonzalez
Executive Secretary
Ozone Secretariat
United Nations Environment Programme (UNEP)
P.O. Box 30552
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Tel: (+254 20) 623885/623851
Fax: (+254 20) 624691/624692/624693
E-mail: marco.gonzalez@unep.org/Ozoneinfo@unep.org

In addition, please send a copy of all communications to:

Dr. Geir O. Braathen,
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Research Department (RES)
World Meteorological Organization
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1211 Geneva 2
Switzerland
Tel +41 (0) 22 730 82 35
Fax +41 (0) 22 730 80 49
Email: GBraathen@wmo.int

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



Marco Gonzalez
Executive Secretary