

Side event Request Form

MEETINGS OF THE CONFERENCES OF THE PARTIES TO THE BASEL, ROTTERDAM AND STOCKHOLM CONVENTIONS (BC COP-14, RC COP-9, SC COP-9) GENEVA, SWITZERLAND, 29 APRIL-10 MAY 2019

Please return the completed form by **Thursday, 28 February 2019** to:
 Ms. Andrea Lechner, Secretariat of the Basel, Rotterdam and Stockholm Conventions
 E-mail: andrea.lechner@brsmeas.org; Tel.: + 41 22 917 88 53

Title of the event:			
Name of the organizer(s):			
Contact person (Please indicate the name, phone, e-mail address of the main contact person):			
Preferred dates and times ¹ (Please indicate up to three options):	Dates	Time Slots	
		1:15-2:45 pm	6:15-7:45 pm
Short description of the event: (The proposed side event should be directly related to the goals and objectives of the Basel, Rotterdam and Stockholm conventions)			
Tentative programme and speakers (Please indicate a draft agenda and names/ affiliations of speakers: Party, observers, incl. non-Party States, UN bodies, other observer bodies and agencies, e.g. intergovernmental organizations, regional centres, non-governmental organizations):			
Equipment needed (A laptop, projector, screen, microphones will be provided in the meeting room, free of charge. Please indicate if you need other equipment):			
Catering order (Please indicate if you plan to order catering. It is the responsibility of the side event organizer(s) to arrange for catering. A form for catering will be sent upon confirmation):			
Other remarks:			

¹ Please note that the Information and Information Technology Fair will be organized from 2 to 4 May 2019. Requests for side events to take place during those dates should contribute to the objectives of the Fair, namely to showcase information products, projects and technologies that are available to support the implementation of the Basel, Rotterdam and Stockholm conventions.