**Meetings of the Conferences of the Parties to the Basel, Rotterdam and**

**Stockholm conventions (BC COP-13, RC COP-8, SC COP-8)**

**Geneva, Switzerland, 24 April-5 May 2017**

***TO BE COMPLETED BY EACH MEETING PARTICIPANT***

*Please return the completed form by* ***Friday,******3 March 2017*** *to:*

Ms. Marylene Beau, Secretariat of the Basel, Rotterdam and Stockholm Conventions

E-mail: marylene.beau@brsmeas.org; Tel.: + 41 22 917 83 87

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| --- | --- | --- | --- |
| 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]](#footnote-1)**  (Please indicate up to three options): | Dates | Time Slots | |
| 1:15-2:45 pm | 6:15-7:45 pm |
|  |  |  |  |
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|  |  |  |  |
| 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) |  | | |
| Possible agenda items and speakers  (Please indicate a draft agenda and names, country/organization of speakers, to the extent possible): |  | | |
| Equipment needed  (a laptop with PowerPoint, 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 to you): |  | | |
| Other remarks: |  | | |

1. Please note that the Technology Fair will be organized from 27 to 29 April 2017. Requests for side events to take place during those dates should contribute to the objectives of the Fair, namely to showcase available clean technologies, safe alternatives and opportunities for technology transfer for the implementation of the Conventions. [↑](#footnote-ref-1)