



CONVENTION ON WETLANDS
CONVENTION SUR LES ZONES HUMIDES
CONVENCIÓN SOBRE LOS HUMEDALES
(Ramsar, Iran, 1971)

Diplomatic Note 2024/5

Preparation and submission of draft resolutions for consideration at COP15

The Secretariat of the Convention on Wetlands presents its compliments to the Permanent Missions and Administrative Authorities of the Contracting Parties to the Convention, and has the honour to draw attention to the following information regarding the preparation and submission of draft resolutions for consideration at the 15th meeting of the Conference of the Contracting Parties to the Convention (COP15).

At its 63rd meeting of 3-7 June 2024 (SC63), the Standing Committee of the Convention took Decision SC63-13, in which, *inter alia*, it instructed the Secretariat to share with Contracting Parties guidance for the preparation of draft resolutions for COP15, with deadlines for submission updated to reflect the dates decided for the Committee's 64th meeting (SC64).

The guidance, as amended by the Standing Committee, is annexed to the present Note.

To further support Contracting Parties, webinars for Parties in which the Secretariat will provide guidance on how to prepare and submit a draft resolution for consideration at COP15 are scheduled to take place on Wednesday 26 June 2024. Further information and registration details can be found at the following address: <https://contacts.ramsar.org/webinars>. Recordings of the webinars will be available on the Convention website following the webinar.

The Secretariat draws the attention of Contracting Parties to Rule 5.1 of the Rules of Procedure of the Conference of the Contracting Parties, concerning the submission of draft resolutions. The deadline for submission is 60 days before the final Standing Committee meeting that can approve such draft resolutions for consideration by the Conference of the Parties.

The Standing Committee decided that SC64 will take place from 20 to 24 January 2025, at the headquarters of the Convention Secretariat in Gland, Switzerland. Therefore, draft resolutions to be considered at COP15 must reach the Secretariat no later than 21 November 2024.

However, the Secretariat encourages Contracting Parties to submit draft resolutions as early as possible in advance of the deadline, so that they can be published in the three official languages of the Convention three months before SC64, with the other documentation for that meeting.

Early submission of draft resolutions will ensure that Contracting Parties have adequate time to review them in advance of SC64, and will also enable the Convention's Scientific and Technical Review Panel to consider any draft resolutions it is requested to review during its 27th meeting, from 2 to 5 December 2024, in order to make technical inputs where appropriate prior to SC64.

The Secretariat of the Convention on Wetlands respectfully avails itself of this opportunity to renew to the Permanent Missions and Administrative Authorities of the Contracting Parties to the Convention the assurance of its highest consideration.

Gland, 21 June 2024

Attached:

[Guidance note on preparation of submissions for draft resolutions](#)

