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24th September 2004

To:

All IGOS Principals, Contacts, and Theme Leaders

Dear Colleagues

IGOS-P-11bis meeting: First announcement

The United Nations Environment Program (UNEP) and the Ministry of Science and Technology of China (MOST)/National Remote Sensing Center of China (NRSCC), as Co-Chairs of the IGOS Partnership, are pleased to invite you to the 11th (bis) IGOS Partners meeting to be held on Thursday 18th November at The China World Hotel in Beijing, starting at 09:00 a.m.

As you may recall, this meeting was proposed at the last Partners' meeting in Rome; and will focus on: development of the IGOS Partners' position regarding GEO and its governance; approval of the Coastal Theme Report. We encourage all IGOS Principals to attend to ensure the discussion will be amongst the most senior representatives available from all Partners.

The key dates for participants in preparing for IGOS-P-11 are:

Milestone	Date
First announcement & provisional agenda	24 th September
Deadline for comments on agenda	8 th October
Deadline for submission of all papers & for attendee registration	15 th October
Papers available on IGOS WWW	22 nd October

To guarantee an efficient meeting, we ask that all Partners observe the deadline for submission of supporting papers. As adopted for previous meetings, we wish to ensure adequate time for all materials to be reviewed by Partners in advance of the discussion in Rome. Papers submitted after 15th October cannot be guaranteed to be included on the agenda.

The attachments comprise: a provisional agenda (for your comment); a form for registration of participants (and one for accompanying persons); a draft schedule for the full week of meetings (CEOS and IGOS); the CEOS delegate information pack (it contains a wealth of logistic information on visa applications, arrival in Beijing etc).

We look forward to your participation in IGOS-P-11bis and to progress on our position regarding GEO – a crucial next step for the Partnership. If you have any questions, please do not hesitate to contact us.

Sincerely,

Minister Xu Guanhua
IGOS-P Co-chair
Minister for Science and Technology, China

Steve Lonergan
IGOS-P Co-chair
United Nations Environment Programme

The IGOS Partners
www.igospartners.org

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