



19 December 2018

To: Contracting Parties to the Helsinki Convention  
Heads of Delegation to the Helsinki Commission  
Observers of HELCOM

cc: Chair of HELCOM  
Chairs of the HELCOM Groups

**Re: Invitation to the 40th Meeting of the Helsinki Commission (Helsinki, Finland,  
6-7 March 2019)**

Dear Madam/Sir,

With reference to the decision by the Commission at its regular meeting in 2018 (Outcome of HELCOM 39-2018, Paragraph 7.1), I have the honour to invite the Contracting Parties and the Observer Organizations to send their representatives to the 40th Meeting of the Baltic Marine Environment Protection Commission - Helsinki Commission, to be held in Helsinki, Finland, at the Marina Congress Center (Katajanokanlaituri 6, FI-00160 Helsinki) from 6 to 7 March 2019.

The Meeting will start on Wednesday, 6 March 2019 at 10:00 and is expected to terminate on Thursday, 7 March 2019 by 15:00.

Enclosed please find the Provisional Agenda (1-1) and Annotations to the Provisional Agenda (1-2) of HELCOM 40-2019. Documents for the Meeting will be made available in the [HELCOM Meeting Portal](#). Please note that you need to be a registered user with relevant rights to access the restricted meeting document library on the [HELCOM 40-2019 Meeting Site](#). Please find here [instructions](#) for signing up as a first-time user of the new Meeting Portal. The participants are kindly requested to **register** to the Meeting by answering the [Participation Survey](#) not later than **27 February 2019**.

Please note that according to Rule 6 of the Rules of Procedure of the Helsinki Commission **basic documents and documents requiring action or a decision** by the Meeting should be submitted in the electronic form to the Secretariat by **12 February 2019**. Bulky documents should include abstracts embodying the essence of the proposals and action requested from the Meeting. **Documents containing comments to the basic documents as well as information documents** should be provided to the Secretariat by **27 February 2019**.

The participants are kindly requested to make hotel reservations themselves. For Scandic Hotels ([www.scandichotels.com](http://www.scandichotels.com)) there is a possibility to use HELCOM prices (7% discount in Finland on FLEX prices) by feeding in the customer number **D627003494** when making an online booking.

Yours sincerely,

Monika Stankiewicz  
Executive Secretary