



2 December 2019

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 41st Meeting of the Helsinki Commission starting with a high-level segment, Helsinki, Finland, 4-5 March 2020](#)

Madam/Sir,

With reference to the decision by the Helsinki Commission at its regular meeting in 2019 (Outcome of HELCOM 40-2019, Paragraph 7.1), I have the honour to invite the Contracting Parties and the Observer Organizations to send their representatives to the 41st 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 4 to 5 March 2020. Please find attached practical information for participants.

The Meeting will start on **Wednesday, 4 March at 10:00** with a high-level segment focusing on update of the HELCOM Baltic Sea Action Plan and HELCOM global outreach including voluntary commitments to UN Ocean Conference 2020. The regular Commission Meeting will be convened after lunch on 4 March and it is expected to terminate on **Thursday, 5 March by 16:00**.

You will receive detailed information on the contents and timetable of the high-level segment in the near future. I would appreciate it if the Contracting Parties could already now ascertain the availability of a high-level representative for the morning of 4 March.

In addition, I would like to invite you to the HELCOM Stakeholder Conference on the update of the Baltic Sea Action Plan to take place in the Marina Congress Center on Tuesday, 3 March 2020, preceding the HELCOM 41-2020 meeting. The programme of the Conference will be submitted separately.

Enclosed please find the Provisional Agenda (1-1) of HELCOM 41-2020. 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 41-2020 Meeting Site](#). Please find here [instructions for signing up as a first-time user](#) of the Meeting Portal. The participants are kindly requested to **register** to the Meeting by answering the [Participation Survey](#) not later than by **26 February 2020**.

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 electronic form to the Secretariat (laura.meski@helcom.fi) by **11 February 2020**. 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 **26 February 2020**.

The participants are kindly requested to make hotel reservations themselves. For Scandic Hotels (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,

Rüdiger Stempel
Executive Secretary