



16 December 2020

To: Contacts of SHORE Network
Contacts of HELCOM RESPONSE
Observers of HELCOM RESPONSE

cc: HELCOM Heads of Delegation
Observers of HELCOM
Chairs and Vice-Chairs of the HELCOM Groups

Re: Invitation to the Fifth Meeting of the HELCOM Expert Coordination Network on Response on the Shore (SHORE Network 5-2021), online meeting, 27 January 2021

Dear colleagues,

With reference to the Outcome of RESPONSE 28-2020 (paragraph 8.5), I have the pleasure to invite you to the Fifth Meeting of the HELCOM Expert Coordination Network on Response on the Shore (SHORE Network 5-2021), which will be held on **Wednesday, 27 January 2021**. In light of the COVID-19 situation the Meeting will be held as an online meeting.

The Meeting will be opened on **at 8.30 CET/9:30 EET** and is expected to terminate no later than **by 15:00 CET/16:00 EET** on the same day. Participants of the meeting are however kindly requested to be available 15 min prior to opening of the meeting to test the connection. Further instructions on how to connect to the meeting will be sent to the meeting participants. Zoom meeting instructions can be found [here](#).

Documents for the Meeting will be made available on the SHORE Network 5-2021 [Meeting Site](#) in the HELCOM Meeting Portal. The participants are kindly requested to register to the Meeting by answering the [Participation Survey](#) no later than **by 20 January 2021**. Please note that you need to be a registered user with relevant rights to access the restricted meeting documents and to register to the meeting. [Instructions](#) for the use of the Meeting Portal are available on the HELCOM website.

Documents for the meeting should be submitted in electronic form to the Secretariat (markus.helavuori@helcom.fi) at the latest **by 20 January 2021**. The Secretariat recommends using the [document template](#) when submitting documents to the Secretariat.

Yours sincerely,

Markus Helavuori
Professional Secretary