



17 December 2021

To: HELCOM Heads of Delegation
Observers of HELCOM
Contacts and Observers of HELCOM Pressure
Contacts and Observers of HELCOM State and Conservation
Chairs and Vice-Chairs of the HELCOM Groups

Re. Joint intersessional Meeting of the Working Group on the State of the Environment and Nature Conservation (State & Conservation) and the Working Group on Reduction of Pressures from the Baltic Sea Catchment area (Pressure)

Dear colleagues,

In accordance with the outcome of HOD 61-2021 (paragraph 7.20 of the outcome), the Joint intersessional Meeting of the Working Group on the State of the Environment and Nature Conservation and the Working Group on Reduction of Pressures from the Baltic Sea Catchment area (STATE & PRESSURE 1-2022) will be convened on 21 February 2022. The Meeting will be convened online.

The Meeting will start on **Monday 21 February 2022** at **10.00 EET** and is expected to end at **16.00 EET**. The Meeting will focus on the future work and structure of the Working Groups, especially in relation to the implementation of the 2021 Baltic Sea Action Plan.

Meeting documents will be submitted by the Secretariat to the [STATE & PRESSURE 1-2022 Meeting site](#) via the [HELCOM Meeting Portal](#). The Secretariat has prepared a [document template](#) and recommends using the template when submitting documents to the Secretariat.

The Secretariat kindly requests the Contracting Parties and Observers to observe the deadlines for submission of documents to a HELCOM meeting. Basic documents and documents requiring action or a decision to the Meeting should be submitted in electronic format to Professional Secretaries Jannica Haldin (jannica.haldin@helcom.fi) and/or Lotta Ruokanen (lotta.ruokanen@helcom.fi) by **31 January 2022**, at the latest. Documents containing comments to the basic documents as well as information documents should be provided to the Secretariat by **14 February 2022**.

Participants are kindly requested to register for the Meeting by answering the [Participation Survey](#) at their earliest convenience, and **not later than by 14 February 2022**. Instructions for the use of the Meeting Portal are available on the [HELCOM Website](#).

Alerts can be set up by the user to the document library in the HELCOM Meeting Portal, which makes it possible to get automated email notifications when new documents are added to the library. Email notifications by the Secretariat on new documents will only be sent after the above-mentioned deadlines, in case of late document submissions as well as when annotations to the provisional agenda are available in the document library.

Yours sincerely,

Rüdiger Stempel
Executive Secretary