



INFORMATION NOTE

1. The secretariat has been advised by the United Nations Office at Geneva (UNOG) that the deadline for submission of documents for translation and reproduction for the October sessions of the subsidiary bodies is **1 September 1997**. Documents submitted to UNOG after this date may not reach Parties on time in the six official languages.
2. Parties agreed to submit their views on the following items, by the following dates:

BODY	ITEM	DATE
SBI	Schedule of the in-depth reviews of the second national communication from Annex I Parties	25 August 1997
SBI	Mechanisms for consultation with NGOs	25 August 1997
SBI	Preparation and consideration of communication from Parties not included in Annex I	8 September 1997
SBI	Financial mechanism	15 September 1997
SBSTA	Intergovernmental Technical Advisory Panels	31 August 1997

3. The secretariat would like to advise Parties that the processing of submissions from Parties would be greatly expedited if document submissions were received in electronic format, either on diskette or via electronic mail. As the secretariat uses Word Perfect as its standard word processing software, the receipt of submissions formatted in the highest version of Word Perfect would be ideal. However, the submission in other software is welcome and preferable to non-electronic submissions.

Where non-electronic submissions are provided, and where translation is required, more time is necessary to allow for reproduction.

Bonn, 6 August 1997