Ref.: SBC/Project Proposals/4.2.2003

Date: 4 February 2003

Dear Sir/Madam,

During the sixth meeting of the Conference of the Parties to the Basel Convention held from 9 to 13 December 2002, the Parties requested the secretariat to organize and compile the project proposals presented by Parties or the Basel Convention Regional Centres for Training and Technology Transfer (BCRCs) for submission to the Open-ended Working Group for consideration. The First meeting of the Open-ended Working Group of the Parties to the Basel Convention is scheduled to be held in Geneva from 28 April to 2 May 2003.

In order to assist and guide the Parties and the BCRCs in the formulation of their project proposals the secretariat has prepared the following material:

- ✓ **CALL FOR SUBMISSION OF PROJECT PROPOSALS**
- ✓ **PROJECT PROPOSAL SUMMARY**
- ✓ **UNEP PROJECT PROPOSAL FORMAT (including the UNEP BUDGET FORMAT)**

The Secretariat would be grateful to receive the project proposals, including the project proposal summaries, in electronic form, to the following e-mail address: sbc@unep.ch not later than 3 March 2003.

Best regards,

Nelson Sabogal
Officer-in-Charge