



# United Nations Environment Programme

برنامج الأمم المتحدة للبيئة • 联合国环境规划署  
PROGRAMME DES NATIONS UNIES POUR L'ENVIRONNEMENT • PROGRAMA DE LAS NACIONES UNIDAS PARA EL MEDIO AMBIENTE  
ПРОГРАММА ОРГАНИЗАЦИИ ОБЪЕДИНЕННЫХ НАЦИЙ ПО ОКРУЖАЮЩЕЙ СРЕДЕ



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## Conference of the Parties to the Framework Convention on the Protection and Sustainable Development of the Carpathians

### First meeting

Kyiv, Ukraine, 11-13 December 2006  
Item 2.2 of the provisional annotated agenda

## Secretariat note on requirements for credentials for the meetings of the Conference of the Parties to the Carpathian Convention<sup>1</sup>

Reference is made to Rule 15 of the Draft Rules of Procedure for the meetings of the Conference of the Parties to the Carpathian Convention.

### Submission

1. Credentials take the form of a document issued by a State authorising a delegate or delegation of that State to attend a conference, including, where necessary, for the purpose of negotiating and adopting its decisions. A State may also issue credentials to enable signature of the Final Act of a conference. Credentials are distinct from full powers. Credentials permit a delegate or delegation to adopt decisions and/or sign the Final Act, while full powers permit a person to undertake any given treaty action (in particular, signature of treaties).
2. The credentials of the head of delegation and other representatives, alternate representatives and advisers shall be submitted to the Executive Secretary of the Conference of the Parties or the representative of the Executive Secretary if possible not later than twenty-four hours after the opening of the meeting.
3. Any later changes in the composition of the delegation shall also be submitted to the Executive Secretary or the representative of the Executive Secretary.
4. Please note that submission of credentials prior to the meeting would facilitate the advance clearing process by the Secretariat.

<sup>1</sup> Please refer to the draft rules of procedure for the Conference of the Parties, section "Representation and credentials", Rules 14 and 15

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5. Submission of credentials is vital for full participation in the meeting. The absence of credentials or any ambiguity therein may affect the exercise of the right to vote. If credentials are submitted in copy or by fax, the delegation should submit the original not later than twenty-four hours after the opening of the meeting (by 10:00 a.m., 12 December 2006).

### **Issuance**

6. The credentials should be issued either by the Head of the State or Government or by the Minister of Foreign Affairs or, in case of a regional political and/or economic integration organization, by the competent authority.

### **Form**

7. Please note that the credentials must bear the name and position of the person who signs the credentials as well as the full signature of the appropriate authority or else be sealed and initialled by that authority. The seal and/or letterhead should clearly indicate that the credentials have been issued by the appropriate authority.

### **Language**

8. If credentials are submitted in a language other than the official language of the meeting (English) as provided in Rule 36 of the Draft rules of procedure, they should be accompanied by a translation into English, produced and sealed either by the Ministry of Foreign Affairs or its diplomatic representation, the office of the head of delegation or the office of one of the delegates whose name is listed in the credentials.