

Ref.: SCBD/SSSF/SS/JA/RKi/92510

12 November 2025

NOTIFICATION

Subregional workshop on biodiversity monitoring and reporting in relation to Target 2 of the Kunming-Montreal Global Biodiversity Framework

27 to 30 January 2026 - Nairobi, Kenya

Dear Sir or Madam,

We are pleased to announce that a subregional workshop on biodiversity monitoring and reporting in relation to Target 2 of the Kunming-Montreal Global Biodiversity Framework will be held in Nairobi, Kenya, from 27 to 30 January 2026.

The workshop is co-organized by the Food and Agriculture Organization of the United Nations, the Regional Centre for Mapping of Resources for Development (RCMRD) and the Secretariat of the Convention on Biological Diversity (CBD). Representatives from countries covered by RCMRD, in its function as subregional technical and scientific cooperation support centre, as well as representatives of other support centres¹ in Africa are invited to participate in the workshop.

The workshop supports the participating countries to accelerate monitoring and reporting on ecosystem restoration in the context of Target 2 of the Framework and offers the opportunity to share subregional, national and local experiences and challenges in this regard. The workshop includes a training of trainers for the representatives of the support centres of the African region. Furthermore, RCMRD will officially launch its role as subregional technical and scientific cooperation support centre and the establishment of its steering committee.

We are pleased to invite relevant Parties to nominate two representatives to participate in the workshop. It is advised that one nominee be the national focal point for the CBD, or a government official responsible for leading the work on preparing the seventh national report, and the second nominee be an expert in ecosystem restoration, while taking into account gender balance. Other subregional technical and scientific cooperation support centres in Africa are also invited to nominate one representative to attend the workshop and the training of trainers session.

Pursuant to the above, kindly submit your nomination in the form of a letter signed by the national focal point of the Convention or the Head of the competent authority. Nominations should include a completed HR Mini Master Registration Form (annexed to this notification) for the nominee and a copy of the bio-page of their valid national passport, and should be sent by e-mail to secretariat@cbd.int as soon as possible and no later than **1 December 2025**.

Participants eligible for funding will be provided with air travel and daily subsistence allowance to cater for incidental costs according to UN rules. Participation of eligible participants may be facilitated by other partner organizations, involving specific travel arrangement procedures. Relevant information will be communicated to eligible participants following receipt of the nominations.

¹ As listed on the following webpage: <https://www.cbd.int/tsc/tscm/subregionalcentres>.

To: CBD national focal points and SBSTTA focal points of Comoros, Eswatini, Ethiopia, Kenya, Madagascar, Rwanda, Somalia, South Sudan, Uganda, United Republic of Tanzania and Zambia; subregional technical and scientific support centres in Africa

The workshop will be held in English. Information and documents relevant to the workshop will be made available in due course.

To contribute to the discussions, the co-organizers will also invite a limited number of representatives of relevant organizations, Rio Conventions and major stakeholder groups.

We look forward to receiving nominations for the workshop at the earliest opportunity.

Please accept, Sir, Madam, the assurances of our highest consideration.

(signed) Astrid Schomaker
Executive Secretary
Secretariat of the Convention on
Biological Diversity

(signed) Emmanuel Nkurunziza
Director General
Regional Centre for Mapping of Resources for
Development

Enclosure

HR MINI MASTER REGISTRATION FORM

NOTE: This form is to be used by non-staff individuals including meeting participants and staff administered by other agencies.

Instructions:

1. Please answer each field completely. TYPE or PRINT in dark ink.
2. Please attach copy of passport. Please understand Government ID as passport only.

Part A – General Data

Title (Mr./Mrs./etc): _____

First Name (as in Government ID): _____

Middle Name (as in Government ID): _____

Last Name (as in Government ID): _____

Have you worked with the UN in the past?

Yes
No

**If yes, please
provide Index
Number**

Date of Birth (dd/mm/yyyy): _____

Place of Birth (Country): _____

(City): _____

Gender:

Male Female

Nationality: _____

Email Address: _____

Telephone Number: _____

Address: _____

(City)

(Zip Code)

(Country)

ID Number: (Passport) _____

ID Date of Issue (mm/dd/yyyy): _____

ID Valid to date _____

ID Place of Issue: _____

ID Country of Issue: _____

Travel Information details:

Departure City: _____

Return City: _____

Part B – Banking Data

(UNEP/SCBD comment: Bank details will not be used for transactions without prior written consent by Delegate/Participant/Non-Staff)

Account Title: _____ (Refer #1)
Currency of payment: _____
Name of Bank: _____
Address of Bank: _____

(City) (Zip Code) (Country)
Bank ID number: _____ (Refer #2)
Account # or IBAN: _____
Currency of Account: _____
Type of Account: Checking OR Savings (Refer #3)
Routing Instructions _____ (Refer #4)

Part C – Certification by Non-Staff/External Individual

Full Name: _____
By checking this box I certify that the above information is accurate: Date (mm/dd/yyyy): _____

Part D – To be filled by HR Mini Master Administrator

Personnel Subarea (Duty Station) of engagement/meeting: _____
Personnel Area (Country) of engagement/meeting: _____
Effective date (dd/mm/yyyy): _____
Name & Signature (HR Mini Master Administrator) _____
Date (mm/dd/yyyy): _____