To: Official National Coordinating Body for liaison with the IOC/IOCARIBE
UN and Regional Organizations Co-operating with IOCARIBE

cc.: Officers of IOC and Major Subsidiary Bodies (Scientific, Technical, and Regional)
Official National Coordinating Body for liaison with the IOC in other IOC Member States
Permanent Delegates/Observer Missions to UNESCO of IOC Member States
National Commissions for UNESCO of IOC Member States;
Past IOCARIBE Chairpersons


I have the honour to invite you to attend the Tenth Intergovernmental Session of the IOC Sub-Commission for the Caribbean and Adjacent Regions IOC/SC-IOCARIBE-X, which will be held on:

22 – 25 October 2008
Opening on Wednesday 22 October at 09:00 a.m.
Hotel Maremares
Puerto La Cruz, Venezuela

Registration for the Session will take place during Tuesday 22 October from 08:00 – 09:00 a.m. at the Session Registration desk.

In accordance with Rule of Procedure No. 25(1), it is required that the names, official address and designations (i.e. Head of delegation, Alternate, Representative or Adviser) of participants be forwarded to the IOCARIBE Secretariat (attention Dr Cesar Toro, iocaribe@enred.com copied to: c.toro@unesco.org or by fax: 57 5 660 0407), by 20 September 2008 at the latest, using the attached form.

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…/…
The Provisional Agenda (Document IOC/SC-IOCARIBE-X/1 Prov.) prepared by the IOC Secretary for IOCARIBE following Rule of Procedure No. 8 (1,4) of the Commission, and the Provisional Timetable (Document IOC/SC-IOCARIBE-X Add. Prov. Rev.) for the Session are enclosed herewith. Supplementary items requiring a decision may be submitted to the Sub-Commission by any Member State no later than one month before the beginning of the session. Member States requesting the inclusion of a supplementary item should at the same time submit to the Sub-Commission a short document composed of a brief discussion, the action requested by the Sub-Commission and the financial implication if any. For reason of smooth management and swift circulation of such documentation to all Member States, the Sub-Commission can only handle documents no longer than two pages (800 words).

Further information and comments for the Session will also be made available on-line as soon as they are ready, through the IOCARIBE Website on http://ioc3.unesco.org/iocaribe.

Regarding the elections of Officers of the Sub-Commission, which will take place during the session of the Sub-Commission, you are kindly reminded that in accordance with the technical arrangements, applications of candidates must reach the Secretariat before Wednesday 22 October 2008, 18:00 hours.

The Technical arrangements for the elections will be available on the Sub-Commission website. The Application forms for the posts of Chairperson and Vice-Chairpersons, can be either copied from the published IOC Rules of Procedure or downloaded from the IOCARIBE website.

The IOC/SC-IOCARIBE-X Session will be preceded by a Regional Symposium on Tsunamis organized by the IOCARIBE Sub-Commission, which will be held at the same place and venue as the Session, from 20 to 21 October 2008, this could be taken into account by Member States when designating their Delegation to the Session.

Yours Sincerely,

[signed]

Patricio Bernal
Assistant Director-General, UNESCO
Executive Secretary, IOC

Enclosures: (3)

Preliminary Registration Form
IOC/SC-IOCARIBE-X/1 Prov. Rev.
**PRELIMINARY FORM FOR LIST OF PARTICIPANTS**

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<th>COUNTRY OR ORGANIZATION REPRESENTED</th>
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**NAME**

**TITLE**

Official address

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**Head of Delegation** | **Alternate** | **Representative** | **Adviser**

**Working language***

- English
- Spanish

*Tick one language only