

## **Sample Nomination Letter**

**PURPOSE:** To guide Nominating Authorities (such as site management bodies) to develop a nomination letter to nominate a site to the Western/Central Asian Site Network for the Siberian Crane and Other Waterbirds.

**SENDER:** Site management body or provincial agency.

**ADDRESSED TO:** National Agency responsible for administering the implementation of the CMS MoU concerning Conservation Measures for the Siberian Crane (and copied to the National Agency responsible for protected area management, if this is a different agency or department).

To:

The Director,

Division of ...

Department of ...

Address

Reference number <insert number>

Date <insert date>

**Dear Sir/Madam,**

Under the framework of the Convention on Migratory Species (CMS) Memorandum of Understanding concerning Conservation Measures for the Siberian Crane, a Western/Central Asian Site Network for the Siberian Crane and Other Waterbirds is being developed. This site network will contribute to the conservation of the Siberian Crane, other waterbirds and their wetland habitats.

As the site management body responsible for <insert name of site(s)>, it is my pleasure to propose the nomination of <insert name of site(s)> to join the Western/Central Asian Site Network for the Siberian Crane and Other Waterbirds.

According to the attached Site Information Sheet(s) and Site Map(s), the site(s) meets the criteria for inclusion in the site network as follows:

<List sub-criteria and qualifiers as applicable>

Nominating the site(s) represents a significant and cost-effective step towards our national biodiversity conservation objectives and we look forward to participating in the cooperative conservation activities of the site network.

I would be very grateful if you could endorse this nomination and then transmit a letter of endorsement, together with the Site Information Sheet(s) and Site Map(s), for consideration by the Secretariat of the Convention on Migratory Species. On behalf of the site managers, I look forward to the successful nomination and participation in the Western/Central Asian Site Network for the Siberian Crane and Other Waterbirds.

Yours sincerely,

<insert name>

<insert position, organization>

<insert contact details>

Enclosed: Site Information Sheet and Site Map