

Notification 2025/014

26 March 2025

NOTIFICATION TO THE PARTIES

CMS COP15 DATES AND VENUE DEADLINES AND GUIDANCE FOR DOCUMENT SUBMISSION

The CMS Secretariat is pleased to announce the dates and venue of the 15th Meeting of the Conference of the Parties (COP15).

COP15 will take place from **23 to 29 March 2026 in Campo Grande, Brazil**. Additional related meetings, including a meeting of the Standing Committee, will take place on 22 March 2026. You can find more information on the press release issued jointly with the Government of Brazil [here](#).

We would like to remind Parties of the **deadlines for the submission** of documents for COP15:

- National Reports – Wednesday, 24 September 2025
- Proposals to amend CMS appendices – Friday, 24 October 2025
- Documents with a scientific component – Friday, 24 October 2025
- Documents without a scientific component – Tuesday, 23 December 2025

These are the **deadlines for the posting** of documents in the three official languages on the meeting webpage:

- Proposals to amend CMS appendices – Sunday, 23 November 2025
- Documents with a scientific component – Sunday, 23 November 2025
- Documents without a scientific component – Thursday, 22 January 2026

A detailed timeline for COP15 documents is available in Annex I. Parties are requested to submit all documents to the Secretariat at cms-secretariat@un.org, by the stated deadlines.

National Reports

Customized online templates are available for all Parties in the CMS Online Reporting System (ORS). Login details and a link to the ORS have been sent to all CMS National Focal Point by e-mail. If the email message has not been received, first check the SPAM folder and, should the communication not be found, alert the Secretariat promptly for assistance at cms-secretariat@un.org.

<http://www.cms.int/en/news/notifications>

Guidance on the preparation of COP Documents

When drafting documents for the consideration of COP15, Parties are requested to follow the template and guidance notes prepared by the Secretariat available on the [meeting webpage](#).

1. Guidance on Drafting Documents, Resolutions and Decisions
2. Guidance on Drafting Proposals for the Amendment of the Appendices
3. Guidance on Proposals for Concerted Action
4. Guidance on the Reporting on the Implementation of Concerted Actions
5. Guidance on Range State Consultation in the Development of Listing Proposals

Further information on COP15 including registration and travel arrangements for funded delegates will be forthcoming.

For further information on COP15 arrangements, document timelines and related matters, please contact, Ms María José Ortiz, Legal Officer, maria-jose.ortiz@un.org

For further information on listing proposals and scientific documents, please contact Ms Dagmar Zikova, Scientific Advisor dagmar.zikova@un.org.

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Annex I - COP 15 TIMELINE

Date	Days before COP ¹	Proposals to Amend the Appendices	Resolutions and Decisions With a scientific element	Resolutions and Decisions Without a scientific element	Other COP Documents or milestones
Wednesday, September 24, 2025	180				National Reports (Art VI.4) - Submission by Parties
Friday, October 24, 2025	150	Parties submit proposals for amendment of the Convention and its Appendices. (Rule 19.1 and Article XI.3)	Parties submit proposed Resolutions and Decisions that include a scientific element (Rule 18.1)	Parties should endeavour to submit proposed Resolutions and Decisions that do not include a scientific element. Final deadline is 90 days (Rules 18.2)	
As soon as possible after receipt		Secretariat makes proposals available to Parties in working languages as soon as possible after receipt (Rule 19.1).			
Sunday, November 23, 2025	120		Secretariat makes Resolutions and Decisions that include a scientific element available to the Scientific Council (Rule 18.2).		
December 15-19, 2025	Approx 100	8th Meeting of the Sessional Committee of the Scientific Council (ScC-SC8): ScC provides comments and recommendations on Proposals and on Resolutions and Decisions with a scientific element.			
As soon as possible after ScC-SC8			Secretariat makes ScC comments on Resolutions and Decisions available to the StC (Rule 18.3). StC submits any comments on ScC comments to Secretariat for posting by 60 day deadline.		
Tuesday, December 23, 2025	90			Parties submit proposed Resolutions and Decisions that do not include a scientific element (Rule 18.2)	Parties submit any other documents for inclusion as Conference Documents ²
Thursday, January 22, 2026	60	Any comments on the text by the Parties shall be communicated to the Secretariat not less than 60 days before the meeting begins (CMS Art X, para 3)		Secretariat makes all remaining documents available to the Parties (Rule 18.4).	
Sunday, March 22, 2026	1	57 th Meeting of the Standing Committee			
Monday, March 23, 2026	0	COP15 opens			
Sunday, March 29, 2026	1	COP15 closes 58 th Meeting of the Standing Committee			
Sunday, June 21, 2026	90	Reservation to amendments			

¹ Where indicated, deadlines are derived from the Convention text or Rules of Procedure (ROP) adopted at COP13. Deadlines without a ROP reference have been established by the Secretariat in order to ensure timely production of documents.

² Documents include reports and other working documents. Any document received after this deadline can only be posted as Information Documents