

Instructions for Reviewers

This document provides instructions for accessing the review draft of the IPBES concept note, and submitting review comments.

Instructions for Accessing the Review Draft

The review draft of the IPBES concept note is available from the following website:

<http://www.ipbes.net>.

Reviewers facing difficulty with internet access may request the concept note by sending an email to ipbes.unep@unep.org.

In addition to governments, any individual is welcome to submit review comments on the IPBES concept note.

Instructions for Submitting Review Comments

Please follow the instructions below for preparing and submitting your review to ensure that your comments are given appropriate consideration. Comments are due no later than **31 August 2008**.

- Written review comments may be submitted in any UN language (Arabic, Chinese, English, French, Russian, Spanish).
- Please submit comments in a MS Word document (or in a Rich Text Format - .rtf - document) strictly following the guidelines below, using the template attached at the end of these instructions.
- Please provide the full contact information of the individual/government formally submitting the review comments.
- Please refrain from commenting on grammar, spelling, or punctuation, unless it affects the meaning or clarity of the sentence. Formal editing will correct deficiencies in these areas for the final draft.

If you have any questions about the review process, please contact:

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Template for Comments

The following section can be used as a template for submitting review comments. Please submit review comments by email to UNEP: ipbes.unep@unep.org

Contact Information

Surname:	
Given Name:	
Organization:	
Address:	
City:	
Country:	
Postal Code:	
Phone Number (including country code):	
Fax Number:	
E-mail:	

If you are submitting comments on behalf of a national government, please indicate the government here:

Government:	
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Comments

Please provide comments using the table below. Note that you may enter general comments using this table if you wish, by specifying Page 0/Line 0.

Page	Line	Comment
0	0	Comment... (this is an example of an entry of a general comment)
1	5	Comment... (this is an example of an entry of a specific comment on Page 1, Line 5)
		To add additional rows, select "Table", "Insert", "Rows Below"