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Arms Trade Treaty Secretariat  
7bis avenue de la Paix  
2<sup>nd</sup> Floor, WMO Building  
CH-1211 Geneva

16 January 2017

To : Representatives of States Parties to the Arms Trade Treaty.  
: Representatives of Signatory States to the Arms Trade Treaty.  
: Representatives of Observer States to the Arms Trade Treaty.  
: Representatives of Permanent Missions in Geneva.  
: Representatives of International and Regional Organizations.  
: Representatives of Civil Society and Industry.

Excellencies, Distinguished Representatives,

### INVITATION TO WORKING GROUP MEETINGS

1. On behalf of the President of the Third Conference of States Parties as well as the Co-Chairs of the Working Groups, I have the honour to invite you to the Working Group Meetings to be held as follows:
  - a. Dates : Working Group on Effective Treaty Implementation (6-7 February 2017);  
: Working Group on Transparency and Reporting (8 February 2017); and  
: Working Group on Treaty Universalization (9 February 2017)
  - b. Time : 10:00 – 18:00
  - c. Venue : WMO Building
2. Representatives are requested to register for these meetings by **31 January 2017** via email to: [registration@thearmstradetreaty.org](mailto:registration@thearmstradetreaty.org) with the subject heading 'Registration for WG Meetings'. Please specify which meeting you wish to register for, or indicate that you wish to attend all three.
3. To facilitate access to the WMO building, participants are kindly requested to bring their UN badges or a piece of identification to present to security at the reception of the WMO building.
4. The agendas and documentation for the Working Group Meetings will be made available in advance of the meetings.
5. I look forward to your participation at the forthcoming Working Group Meetings. In the meantime, I avail myself of this opportunity to renew the assurance of my highest consideration.

Yours faithfully,



Mr. Dumisani Dladla

**Head: Arms Trade Treaty Secretariat**