

Mr. Joseph Aquilina
Customs Officer
IPR Enforcement Unit
Customs Department
Ministry of Finance, The Economy and
Investment
Custom House
Lascaris Wharf
Valletta VLT1920
Malta

July 20, 2011

Dear Mr. Aquilina,

The World Intellectual Property Organization (WIPO) is organizing, in cooperation with the Intellectual Property Office of the Republic of Serbia (IPO), the WIPO Inter-Regional Symposium on Enforcement of Intellectual Property Rights (IPRs), to be held in Belgrade, on September 6 and 7, 2011.

The objective of the Symposium is the presentation and discussion of the draft WIPO Tool on *Enforcement of Intellectual Property Rights (IPRs) in Countries in Transition* including with a view to:

- reviewing and expanding information provided in the draft WIPO Tool;
- revising the current scope of the draft WIPO Tool;
- identifying follow-up activities.

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A copy of the provisional program of the Symposium is attached. The working languages will be English, Serbian and Russian, with simultaneous interpretation.

Each delegation is expected to prepare an updated country report, following the attached Guidelines; and to make a five-minute presentation based on the report within the Panel Discussion on Country Reports (Topic 4).

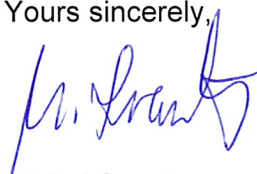
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Mr. Joseph Aquilina, Valletta – July 20, 2011

We should be grateful if you could send your reports to Mr. Ilya Gribkov (e-mail: ilya.gribkov@wipo.int) by August 31, 2011 at the latest.

WIPO will cover your travel and subsistence expenses. Details of travel and other arrangements are contained in the Annex to this letter.

Yours sincerely,



Michal Svantner
Director
Division for Certain Countries
in Europe and Asia

Annex to the letter to Mr. Joseph Aquilina
Valletta, Malta

July 20, 2011

Inter-Regional Symposium on Enforcement of Intellectual Property Rights (IPRs)

Belgrade, September 6 and 7, 2011

TRAVEL AND OTHER ARRANGEMENTS

WIPO will provide with an air ticket in economy class from the location of your home/Office to Belgrade and return by the most direct and economical route, in accordance with WIPO's regulations and rules. Please note that WIPO will only cover your travel from the location of your home to Belgrade and return.

./ Upon receipt of the attached itinerary, within 48 hours and no later than July 22, 2011, please confirm your acceptance of the itinerary, by contacting Ms. Natalia Gorokhova, Division for Certain Countries in Europe and Asia (DCEA), e-mail: natalia.gorokhova@wipo.int. Please note that it is important to respect the above deadline, to enable WIPO to secure the booking and process your travel and visa within the required time limit. You should arrive in Belgrade on September 5 and depart on September 8, 2011, depending on the availability of flights.

Systematically, once the administrative procedure has been completed, an electronic ticket (e-ticket) will be transmitted by the WIPO travel agency to your e-mail address or the address you have provided on your participation form. Any fare difference resulting from a change on your part (class upgrade, routing change, return date change or cancellation) after the issuance of the ticket, will be your responsibility, and at your own expense. The cost of any ticket purchased by you (in any other travel agency) without prior authorization from the WIPO Travel and Missions Support Section will not be reimbursed by WIPO.

WIPO will also provide you with a daily subsistence allowance (DSA), for the duration of the meeting, at the applicable United Nations rate, to cover local subsistence costs (hotel accommodation, meals and miscellaneous expenses). The rate for Belgrade is currently US\$265 per night (subject to change). In addition, you will receive a lump sum of US\$76 in respect of terminal expenses (TEs) for any authorized outward or return journey; this is to cover expenditure for taxis, porters and other incidental expenses on departure and arrival. Kindly send full details of your bank account (name and address of the bank, IBAN/SWIFT codes or routing numbers, bank account number and name of the account beneficiary) to Ms. Natalia Gorokhova, Division for Certain Countries in Europe and Asia (DCEA), e-mail: natalia.gorokhova@wipo.int, so that we can arrange to have the relevant amounts transferred to you.

An accident insurance (*accident only, not sickness*) provided by WIPO will cover the period away from home on mission.

Important: If for any reason you are unable to travel after your ticket has been issued, please let WIPO know, at the latest 24 hours prior to departure, by contacting Ms. Natalia Gorokhova, Division for Certain Countries in Europe and Asia (DCEA), e-mail: natalia.gorokhova@wipo.int who will cancel your ticket. If you are unable to notify WIPO during office hours, please inform the airline company directly, at least two hours prior to departure. This procedure will avoid you being declared as "no show" and the ticket cost being lost without any possibility of reimbursement. WIPO will not be able to provide you with a new ticket.

[End of Annex]