

## REGISTRATION INFORMATION FOR INC1

The first session of the intergovernmental negotiating committee to develop an international legally binding instrument on plastic pollution, including in the marine environment (INC-1), is scheduled to take place from 28 November to 2 December 2022 at the Punta del Este Convention and Exhibition Center in Punta del Este, Uruguay, with the preceding multi-stakeholder forum taking place on 26 November 2022 and the regional consultations on 27 November 2022 at the same venue.

The United Nations Environment Assembly (UNEA) in its resolution 5/14 entitled “End plastic pollution: Towards an international legally binding instrument” decided that the participation in the intergovernmental negotiating committee (INC) to develop an international legally binding instrument on plastic pollution, including in the marine environment, should be open to all States Members of the United Nations and members of United Nations specialized agencies, to regional economic integration organizations and to relevant Major Groups and Stakeholders (MGS), consistent with applicable United Nations rules. UNEA in the same resolution requested the Executive Director to facilitate the participation of, and close cooperation and coordination with, relevant regional and international instruments and initiatives and all relevant stakeholders in the context of the mandate of the intergovernmental negotiating committee.

**Registration is now Closed.** No more applications will be accepted at this stage. Additional information on registration in advance of INC-2 will be made available in due course.

### **STATES MEMBERS OF THE UNITED NATIONS, MEMBERS OF UNITED NATIONS SPECIALIZED AGENCIES AND REGIONAL ECONOMIC INTEGRATION ORGANIZATIONS**

Registration of official delegations of States Members of the United Nations, members of United Nations specialized agencies and regional economic integration organizations, is through the online registration system INDICO. The registration link was sent to all delegations in an invitation letter, dated 6 September 2022, from the Executive Secretary of the Secretariat of the Intergovernmental Negotiating Committee.

**Delegations are kindly reminded that as part of the registration process, copies of a Note Verbale containing the names and functional titles of the delegation (composition of delegation) must be uploaded to the INDICO system at the time of online registration. The following items must also be uploaded in the registration form for all members of the delegation:**

- **A passport-size colour photograph (with white, grey or neutral colour background).**
- **The passport bio page.**

**Please note that the review and verification process of online registrations may take up to 4-5 working days.**

## **Deadlines for registration to the INC-1:**

The deadline for registration to participate in the INC-1 was 7 November 2022. No more applications will be accepted at this stage. Additional information on registration in advance of INC-2 will be made available in due course.

On-site registration in Punta del Este: TBD

## **INTERGOVERNMENTAL ORGANIZATIONS (IGOs)**

Participation in the INC-1 will be open to the following accredited IGOs (please click on the link for details):

- Those with [observer status with the General Assembly \(GA\)](#).
- Those who have participated in the previous sessions of the United Nations Environment Assembly (UNEA) and the Committee of Permanent Representatives (CPR).
- Those accredited to participate in the meetings of the governing bodies of [Multilateral Environmental Agreements \(MEAs\) and regional environment conventions administered by UNEP](#).

Those organizations that fall within one of the categories listed above can request registration through the online registration system [INDICO](#) to participate as observers.

**Please be reminded that as part of the registration process, copies of a nomination letter by your organization containing the names and functional titles of the delegation (composition of delegation) must be uploaded to the INDICO system at the time of online registration. The following items must also be uploaded in the registration form for all members of the delegation:**

- **A passport-size colour photograph (with white, grey or neutral colour background).**
- **The passport bio page.**

**Please note that the review and verification process of online registrations may take up to 4-5 working days.**

## **NON-ACCREDITED IGOS**

Other IGOs interested in obtaining ad hoc accreditation for the INC can submit an application addressed to the Executive Secretary of the Secretariat of the INC.

Interested IGOs are invited to:

- Attach a signed (with the original signature) and dated letter from the head of the organization on the organization's letterhead addressed to the Secretary of the INC (email: [unep-incplastic.secretariat@un.org](mailto:unep-incplastic.secretariat@un.org)) requesting accreditation.
- Attach a copy of the treaty establishing the organization.
- Provide an account of the international scope of the organization's activities, such as headquarters and regional offices in different countries, evidence of engagement in more than one country, evidence of engagement with international organizations, and activities that have an impact beyond one country.
- Attach proof of engagement in the field of environment e.g., annual reports, conference and seminar reports, recent press releases and copies of media statements, newsletters and other periodicals.

Upon review of the applications by the Secretariat, the applications will be forwarded to the INC for its consideration at its first session. The representatives of these organizations will be able to register provisionally.

### **Deadline for ad hoc accreditation in advance of the INC-1:**

The deadline to apply for ad hoc accreditation to participate in the INC-1 was 30 September 2022. No more applications will be accepted at this stage. Additional information on accreditation in advance of INC-2 will be made available in due course.

### **Deadlines for registration to the INC-1:**

The deadline for registration to participate in the INC-1 was 31 October 2022. No more applications will be accepted at this stage. Additional information on registration in advance of INC-2 will be made available in due course.

There will be no on-site registration for this category.

## **SPECIALIZED AGENCIES AND RELATED ORGANIZATIONS**

The representatives of the Specialized Agencies (FAO, ICAO, IFAD, ILO, IMF, IMO, ITU, UNESCO, UNIDO, UNWTO, UPU, World Bank, WHO, WIPO and WMO), and related organizations (which include CTBTO Preparatory Commission, IAEA, ICC, IOM, ISA, ITLOS, OPCW and WTO) are required to register through the online registration system [INDICO](#) to participate as observers in the INC-1.

**Please be reminded that, as part of the registration process, copies of a nomination letter by your organization containing the names and functional titles of the delegation (composition of delegation) must be uploaded to the INDICO system at the time of online registration. The following items must also be uploaded in the registration form for each of the registrants:**

- **A passport-size colour photograph (with white, grey or neutral colour background).**
- **The passport bio page.**

**Please note that the review and verification process of online registrations may take up to 4-5 working days.**

#### **Deadlines for registration to the INC-1:**

The deadline for registration to participate in the INC-1 was 31 October 2022. No more applications will be accepted at this stage. Additional information on registration in advance of INC-2 will be made available in due course.

There will be no on-site registration.

#### **UNITED NATIONS FUNDS, PROGRAMMES, REGIONAL COMMISSIONS, MULTILATERAL ENVIRONMENTAL AGREEMENTS ADMINISTERED BY UNEP AND OTHER ENTITIES**

UN Secretariat, funds, programmes, regional commissions, Multilateral Environmental Agreements administered by UNEP and other entities who wish to attend the INC-1, are required to register through the online registration system [INDICO](#) to participate as observers.

Registration is also required for all UN staff members who have been designated to support the INC-1 onsite, through the online registration system [INDICO](#).

**Please note that registration is required for staff and members of the delegations attending the INC-1. Your official email should be used for registration. Otherwise, your application may be denied. The following items must also be uploaded in the registration form for each of the registrants:**

- **A passport-size colour photograph (with white, grey or neutral colour background).**
- **The passport bio page.**

**Please also note that copies of letters with delegation lists must be uploaded onto the INDICO system at the time of online submission, and the INC Secretariat would only consider registrations which are consistent with the official list of delegations submitted by their Head Offices.**

**The review and verification process for online registrations may take up to 4-5 working days.**

**Queries related to registration should be addressed to email: [unep-registration@un.org](mailto:unep-registration@un.org) with [INC-1 UN Registration] in the subject for funds, programmes, regional commissions, multilateral environmental agreements and other entities, and for the Secretariat staff.**

## **Deadlines for registration to the INC-1:**

The deadline for registration to participate in the INC-1 was 31 October 2022. No more applications will be accepted at this stage. Additional information on registration in advance of INC-2 will be made available in due course.

There will be no on-site registration.

## **NON-GOVERNMENTAL ORGANIZATIONS (MAJOR GROUPS AND STAKEHOLDERS)**

Relevant Major Groups and Stakeholders (MGS), including non-governmental organizations (NGOs), can register to participate as observers in the INC-1.

Organizations that fall under the following categories can request for registration:

- Non-governmental organizations (NGOs) in consultative status with the **Economic and Social Council (ECOSOC)** ([Special, General or Roster consultative status](#)). You can check if your organization has consultative status [here](#).
- Organizations accredited to **UNEP** and invited to participate in the sessions of the United Nations Environment Assembly (UNEA). You can check if your organization is UNEP accredited [here](#). The categories of Major Groups are [here](#).
- Organizations accredited to the governing bodies of the [Multilateral Environmental Agreements \(MEAs\)](#) and [regional environment agreements administered by UNEP](#).

**Eligible organizations that belong to the above-mentioned categories will be able to register up to five (5) representatives through the online registration system [INDICO](#)**

**The following items MUST be uploaded on the INDICO registration form at the time of online registration:**

- **A nomination letter with the organization's letterhead, containing the full names and functional titles of the representatives, with the organization's responsible person's signature.**
- **A passport-size colour photograph (with white, grey or neutral colour background) of the representative.**
- **The passport bio page of the representative.**

**Please note that the review and verification process of online registrations may take up to 4-5 working days.**

**A participant must be at least 18 years old to attend the INC-1. No registrations will be accepted via email.**

For any additional questions, please [email : unep-civilsociety@un.org](mailto:unep-civilsociety@un.org).

**If your organization is NOT accredited to ECOSOC, UNEP, or to any UNEP managed MEAs:**

Organizations, whose work is relevant to the INC, but who do NOT belong to the above-mentioned categories were encouraged to apply **to get accredited to the United Nations Environment Assembly in order to be able to register to the INC.**

**The deadline to submit the UNEP accreditation application in order to register for the INC-1 has concluded. No more applications will be accepted at this stage. Additional information on accreditation in advance of INC2 will be made available in due course.**

For enquiries about UNEP accreditation, please write to: [unep-accreditation@un.org](mailto:unep-accreditation@un.org).

**Deadlines for registration to the INC-1:**

The deadline for registration to participate in the INC-1 was 31 October 2022. No more applications will be accepted at this stage. Additional information on registration in advance of INC-2 will be made available in due course.

There will be NO on-site registration for this category.

**MEDIA REGISTRATION**

Media accreditation is strictly reserved for members of the press: print, photo, radio, television, film, news agencies, and online media who represent a bona fide media organization.

Member States can register media, including journalists in the delegation and official photo and video, on-site at the venue, by providing an official note from the Permanent Mission or the Embassy, along with a copy of a valid passport.

Questions on media accreditation should be referred to the UNEP News and Media Unit: [unep-newsdesk@un.org](mailto:unep-newsdesk@un.org)

**Deadlines for registration to the INC-1:**

The deadline for registration to participate in the INC-1 was 31 October 2022. No more applications will be accepted at this stage. Additional information on registration in advance of INC-2 will be made available in due course.