



Reference: UNEP-INC-2023-0020

16 February 2023

Dear Sir/Madam,

It is my honour to invite your country to attend the second session of the Intergovernmental Negotiating Committee to develop an international legally binding instrument on plastic pollution, including in the marine environment (INC-2), scheduled to take place at the United Nations Educational, Scientific and Cultural Organization (UNESCO) Headquarters, in Paris, France, from 29 May to 2 June 2023. The session will be preceded by regional consultations on 28 May 2023, at the same venue.

Member States of the United Nations, members of United Nations specialized agencies and regional economic integration organizations are kindly invited to register for INC-2 through the online registration system INDICO. The details for registration, including the registration link, and information on the application for travel support for eligible delegates can be found in Annex A. Additional guidance on the registration procedure is detailed in Annex B.

I would further like to inform you that due to space limitations in the venue (a maximum of 1500 delegates at any one time within the precinct of the meeting), there will be a need to issue a limited number of floating badges. More information on the same will be provided in the coming weeks.

Participants are strongly advised to get acquainted with the entry requirements and processes to obtain an entry visa to France - additional information can be found in the Information Note for Participants available in the INC-2 webpage. As recommended by the host country, visa applications must be submitted as soon as possible and no later than four weeks before the opening of INC-2, i.e. 1 May 2023, and will be issued, if possible, within two weeks.

I further encourage all Member States that are yet to designate a national focal point for the INC process to do so at their earliest convenience. The national focal point will serve as the main contact point for communications with the INC Secretariat.

Additional information on the second session of the INC is available in the [INC-2 webpage](#). The INC Secretariat remains at your disposal for any information as needed through [unep-incplastic.secretariat@un.org](mailto:unep-incplastic.secretariat@un.org).

Finally, I wish to underline our commitment to advancing gender equality and empowering all women and youth in international decision-making processes. To this end, I invite Member States as well as stakeholders to promote the participation of women and youth in their delegations.

I look forward to continuing our collaboration on this important priority and to welcoming you to the INC-2.

Your sincerely,

*Signed*

Jyoti Mathur-Filipp

Executive Secretary to the Intergovernmental Negotiating Committee (INC) on Plastic Pollution  
Head of the UNEP INC Secretariat

To: Designated National Focal Points to the INC on Plastic Pollution

Cc: Permanent Missions to the United Nations Environment Programme