



Reference: UNEP-INC-2023-0039

05 July 2023

Dear Sir/Madam,

It is my honour to invite your country to attend the third session of the Intergovernmental Negotiating Committee to develop an international legally binding instrument on plastic pollution, including in the marine environment (INC-3), scheduled to take place at the United Nations Environment Programme Headquarters in Nairobi, Kenya, from 13 to 19 November 2023.

The third session of the INC will be preceded by regional consultations on 12 November 2023. As decided by the Committee at its second session, a preparatory one-day meeting will take place on 11 November 2023, at the same venue. The preparatory meeting will include discussions on the synthesis report to be prepared by the secretariat.

Member States of the United Nations, members of United Nations specialized agencies and regional economic integration organizations are kindly invited to register for INC-3 through the online registration system INDICO. In addition, funding will be available from the voluntary contributions made by donors to support the participation of a maximum of two (2) delegates from developing countries and countries with economies in transition, with priority given to Least Developed Countries and Small Island Developing States. The details for registration, including the registration link, and information on the application for travel support for eligible delegates mentioned above, 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 the size of the existing meeting rooms and depending on the number of attendees to INC-3, the secretariat may need to establish a system for access to the Plenary Hall and other meeting rooms. Delegations will be informed accordingly once the registration deadline closes. Should the number of registrations exceed the limit of the venue (based on security and other reasons), Member States will also be informed.

Delegates are also strongly advised to get acquainted with the entry requirements and processes to obtain an entry visa to Kenya through the [Kenyan Directorate Immigration Services](#) webpage.

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 third session of the INC is available in the [INC-3 webpage](#). Delegates are also encouraged to consult the practical and logistical information in the information note to participants that will be made available.

The INC Secretariat remains at your disposal for any information as needed through 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-3.

Yours sincerely,

Signed

Jyoti Mathur-Filipp
Executive Secretary to the Intergovernmental Negotiating Committee (INC) on Plastic Pollution
Head of the INC Secretariat

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

Cc: Permanent Missions to the United Nations Environment Programme